

## South Central Public Health

### South Central Healthcare Preparedness Advisory Board and Coalition Meeting Minutes

**August 22, 2018 – 2:00 – 4:00 pm**

**Attendees:** Amanda Scott, Dan Schaffer, Dana Legaard, Erin Gibson-Keller, Jackie Frey, Josh Jensen, Kyle Fraley, Larry Troxell, Lindsey Walters, Logan Hudson, Lori Capps, Mark Phillips, Matthew Dudley, Trish Heath, Randy Hall, Rene Stephens, Richard Ord, Scott Rasmussen, Tammi Harr, Tanis Maxwell, Tanya Stitt, Teri Jones, Toni Carson

### Advisory Board/Coalition Meeting

| TOPIC  | DISCUSSION   |
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| Welcome and Introductions  | Jackie welcomed members to the meeting. Participants introduced themselves and the agency they represented.  |
| Approve Minutes from the May 23, 2018 Meeting  | The Minutes were approved as written.  |
| Discuss Advisory Board/Coalition Meeting Changes   | The change of venue and time for Advisory Board/Coalition Meetings was addressed and members approved the changes. Future meeting dates are included on each agenda. Please add the dates to your calendars or day planners.   |
| Advisory Board Membership  | Current Advisory Board members are Jackie Frey, Mark Phillips, Trish Heath, Scott Rasmussen, and Tammi Harr. Larry asked if anyone else would like to become an AB member and Josh Jensen stated he would become part of the AB membership.  |
| Review By-Laws   | Members were asked to review the current by-laws. No changes were required and the by-laws were approved as written.   |
| Review Budget, Planning, Training, and Exercise Objectives for the Year <ul style="list-style-type: none"> <li>• NHCP Conference</li> <li>• Regional Readiness Rendezvous</li> <li>• Coalition Surge Test</li> <li>• Mental Health Preparedness</li> </ul> | The Advisory Board met July 24 <sup>th</sup> to discuss the budget for training and exercises for the coming year. Consideration was given to exercises for HAZMAT and Active Shooter, and training in mental health preparedness, Critical Incident Stress Management (CISM). Discussion followed and Visions Home Health is planning an Active Shooter Tabletop Exercise this coming November and a drill before the end of the year. Training ahead of these exercises is very important. The question was asked if one of the exercises could be open for other agencies to attend in order to meet Medicare/Medicaid compliancy. Would this be a benefit for agencies to understand what resources are available in the community? Yes, it would be possible for other agencies to observe. Scott mentioned they had collaborated with Twin Falls City Police to provide training on safety within their mental health facility should they have an active shooter event. St. Luke's has five to six active shooter exercises each year. Their exercises, including the debriefing, are usually finished within 30 minutes. They also |

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| <ul style="list-style-type: none"> <li>• CISM Awareness</li> <li>• HAZMAT</li> <li>• Active Shooter</li> <li>• Communications Drills</li> <li>• HAvBED Exercise</li> <li>• IRTS Exercises</li> <li>• EEI Bridge Call Drill</li> </ul> | <p>use the “Run, Hide, Fight” video from READYHOUSTON.GOV that provides great information in a 6-minute video. There will be a National Healthcare Preparedness Conference from November 27 - 29 in New Orleans, LA. We have funds set aside to send one or two coalition members if there is interest. <b>Kim Vega from Minidoka Memorial Hospital and Jeremiah Yates from North Canyon Medical Center have expressed interest in attending.</b> We can also send people to the Regional Readiness Rendezvous in Pocatello this coming year. Potential dates are April 2 – 4 or April 9 – 11. <b>Please let Larry know if you and/or any of your staff are interested in attending as soon as possible.</b> We will be conducting two Communications Drills, the first by December 31 and the second by May 30. These drills can be part of another exercise we are conducting. IDHW will also conduct a HAvBED exercise that requires hospitals to report available bed data to help identify healthcare system capacity and demand during a public health emergency or mass casualty incident. There will also be two Idaho Resource Tracking System (IRTS) exercises and two Essential Elements of Information (EEI) bridge call drills managed by IDHW. We will also be conducting a Coalition Surge Test (functional exercise) to test evacuation and surge plans. <b>I have Genesis Healthcare (Bennett Hills – Gooding), and possibly one of the St. Luke’s hospitals who will participate. The Clearwater Care Center may participate and we will discuss that possibility. I would like to see Minidoka Memorial Hospital and Cassia Regional Hospital participate as well. Please let Larry know when you may be available for this exercise as soon as possible. We are looking at potential dates in February, March, or May of 2019.</b></p> |
| <p>HCRL Course Update</p>   | <p>The Healthcare Coalition Response Leadership Course is once again available for our coalition to consider and course information was provided to attendees. We will need nine people to attend and the requirements are listed in the information. <b>Please think about a date that may work and let me know if you want to attend.</b> I will put the application together and submit it for review.</p>  |
| <p>Cybersecurity Training Overview from June 6, 2018 Course</p>   | <p>Texas A &amp; M (TEEX) provided a cybersecurity course that was well received by attendees. The course provides organizations and communities with strategies and processes to increase cyber resilience. Participants analyzed cyber threats and initial and cascading impacts of cyber incidents, evaluate the process for developing a cyber-preparedness program, examine the importance and challenges of cyber related information sharing and discover low to no cost resources to help build resilience. TEEX also offers this course more in depth at their training facility in Texas. They have many other classes available and you can review them at the following website: <a href="https://teex.org/Pages/class-calendar.aspx">https://teex.org/Pages/class-calendar.aspx</a></p>   |
| <p>Write a Response Plan</p>  | <p>We are required to write a response plan and the first draft is due to IDHW by March 31, 2019. The following individuals volunteered to form a committee to help write the response plan: Richard Ord, Dana Legaard, Rene Stephens, Toni Carson, and Erin Gibson-Keller.</p>  |
| <p>Assessment Tool for Regional Coalition</p>   | <p>At our May coalition meeting, we spoke about an upcoming change from seven coalitions in the state to just three. The seven liaisons in the state have been assigned the task of creating an assessment tool to determine</p>   |

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|                         | <p>how best to realign each of our health districts and delineate boundaries, including across state lines. The liaisons are working collectively to put this together and hope to provide the information to coalition members soon.</p>  |
| <p>What's Going On?</p> | <ul style="list-style-type: none"> <li>• Bennett Hills is good on staffing and has good relations with North Canyon Medical Center.</li> <li>• Nelson Long is taking over training and exercises at Public Health and Dan Schaffer will focus on planning.</li> <li>• The Office on Aging handed out 4,600 Red Files in the Twin Falls area and are looking to hand out 5,400 more. These files are for seniors and will contain DNR and current medical information that can be affixed to the front of their refrigerator. The Office on Aging is looking for additional sponsors for the Burley/Rupert area and plan to hand out 5000 Red Files in those communities. The files have been accepted very well so far.</li> <li>• Serenity Healthcare is doing well but needs housekeepers. Census has been good and their therapy team has been doing a great job with clients.</li> <li>• Clearwater Care Center is new to the coalition. They would like to observe the Active Shooter exercise that Visions Home Health is planning this fall.</li> <li>• Sawtooth Surgery Center is also new to the coalition and would like to become more involved within the community.</li> <li>• North Canyon Medical Center asked about volunteers for exercises/incidents. There are requirements in each hospital to manage volunteers. Volunteers usually need to complete an orientation before they can be utilized. Contact Nelson Long to discuss identifying personnel for training.</li> <li>• IDHW Behavioral Health has a skilled nursing facility in Blackfoot, Syringa Chalet, that is going to be torn down and a new facility built in its place. They are also going to open a new adolescent facility in the Treasure Valley. Behavioral Health received a 4 million dollar grant from SAMSA two years ago to address the opioid crisis. They have a new 8 million dollar grant beginning this coming October to continue to address the crisis.</li> <li>• Public Health has flu vaccine on hand but it is not available for sale yet. The nurses are preparing to take it into schools and senior centers. We had our first and only case of West Nile Virus in our district.</li> <li>• Josh mentioned that we have developed a WebEOC event board for the coalition to share information with other members. If you need assistance with learning how to use WebEOC we can help. We would like help from members to create a medical resource board listing resources in our region. This way will know what resources are available during an incident.</li> <li>• Jackie mentioned that the Twin Falls County Fair is coming up. She will have a T.F. County Emergency Management booth at the Fair and Public Health will share her booth on August 30<sup>th</sup>. South Central Community Action Partnership is holding a free community BBQ on Saturday, September 15<sup>th</sup> from 11:00 am to 3:00 pm in the Twin Falls</li> </ul> |

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|  | <p>City Park. There will be many booths providing information on area services that are available to low income families and individuals. Twin Falls County is preparing for a contractor to come in and assist in the revision of their All Hazards Mitigation Plan. The County is working with the State for an exercise next year. Local Emergency Planning Meetings are held on the second Tuesday of each month from 1:30 to 2:30.</p> |
| <p>Adjourn</p>                         | <p>The meeting was adjourned at 4:00 p.m.</p>   |
| <p><b>Meeting<br/>       Dates</b></p> | <p><b>All Healthcare Preparedness Coalition meetings are scheduled on the fourth Wednesday from 2:00 – 4:00 pm at South Central Public Health unless otherwise noted</b></p> <p><b>August 22, 2018</b><br/> <b>November 28, 2018</b><br/> <b>February 27, 2019</b><br/> <b>May 22, 2019</b></p>   |