

**WC MN Healthcare Preparedness Coalition Minutes**

**10 January 2020**

**1000 - 1500**

**Alomere Health**

| **Topic** | **Discussion/Findings***These columns are not to be bolded.* | **Actions/Follow Up** (include responsible person and due date)*These columns are not to be bolded.* |
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| **Call to Order** |  |  |
| **Approval of Agenda** | Approved changes |  |
| **Approval of Minutes** | No changes to December 2019 minutes |  |
| **Advisory Committee meeting** | * Requesting early submission of Ebola to give us time to assess if we are able to provide more funds – we are to expend all of the Ebola funds this year
* In kind report is to be submitted to the state 2 times per year.
* Reminder – if you attend any instate conferences/trainings with Emergency Preparedness being the focus – submit a copy of the registration/attendance for potential reimbursement.
* February 6th WebEx has been moved up to 0900.
* MDH Workplan review is scheduled for Feb 6 @ 10 a.m. – I am looking for a couple of people to be on the call with me. Scheduled for 2 hours.
* Each hospital is asked to schedule one on one MNTrac training with Shawn
 | Hospital reps are asked to indicate if they can be on the MDH Workplan call on 2/6/2020.Hospital reps to schedule MNTrac training with Shawn |
| **LTC Workgroup/Advisory****Committee** | * Due to decline in participation we have created an advisory committee for LTC – we want to ensure that we are meeting the needs of the LTC communities
* We are only meeting every other month now
* Hospice/Home Health – identified during the sustainability survey – I am not fulfilling the needs of this group – have reached out and will be scheduling a focus group meeting in early February.
* Do we want to do a day long or 4 hour session/all coalition gathering?
	+ Divide up by county
	+ Table top discussion to identify the partners we have in each county
		- LTC
		- Hospice/Home health
		- Public health
		- EMS
		- Emergency Management
	+ Networking opportunity
	+ Gap identification
	+ When would be a good time to schedule this? Spring/Summer/Fall? We do have a day cleared for LTC in March 25th
 |  |
| **Sustainability Workshop** | * Reviewed the results of the survey sent in December 2019
* Discussed alternating times of the 800 MHz communications exercise so that other shifts/groups can be trained
* Discussed exercise and training options – to be incorporated into the regional HVA and the regional MYTEP
 | Shawn will coordinate with Dave Miller the changes to the times of the 800 MHz radio test |
| **2020/2021 Goal Setting** | * Established goal to move the patient tracking testing from surge to evacuation by February 2021 and to test the evacuation component of patient tracking during the Spring 2021 exercise.
* Discussed how to incorporate EMS in regional training/how the coalition can support EMS training needs.
* Continued discussion on how to support LTC/Assisted living in their EP activities – suggested possibly changing the day long ICS workshop into a more county based – 4 hour session
 | Shawn will work with LTC advisory committee and local EM’s to discuss how this can be accomplished – this may require moving the date of the training and location to ensure we have an area big enough |
| **Regional HVA** | * Reviewed the 2019 HVA and discussed options for changing/updating the HVA to be more relevant for coalition activites and Gaps
 | **Shawn will email the updated Regional HVA to members for review and comments. Comments to be sent to Shawn by Jan 31, 2020. The updated HVA will be voted on during the February 6th WebEx** |
| **Full Scale Exercise Planning/Development** | * Controller/Evaluator training June 4
* HMAC will be active and will also be playing the role of the SIM CELL (calls to LPH, vendors, MDH ect)
* We will NOT be utilizing 800 MHz radios during this exercise
* We will be opening up a Command Center room in MNTrac
* We will be using the survey option in MNtrac for situational awareness
* We will be having a regional bed update and there will be a state request as well. We will need to do both
* There will be participant feedback forms – to be collected by each facility controller and submitted to the region for the regional AAR.
* Each facility representative may also be asked to summarize lessons etc on an electronic survey from the state
* Need to get firm decision on what each hospital will be doing during exercise
	+ Perham – set up closed POD
	+ Prairie Ridge – table top and then set up closed POD over the lunch hour
	+ Glacial Ridge – table top Closed PODs
	+ Lake Region – table top Closed PODs
	+ SCMC – table top Closed PODs
	+ St Francis – Closed POD set up
	+ Sanford Wheaton – Surging
	+ North Memorial EMS would like to table top the Closed POD discussion
	+ FM Ambulance is assisting with the Clay County Open POD
* Anthrax scenario – do we want to do a separate training session on anthrax or incorporate it into the March meeting?
* Decided to NOT include MNTrac Patient tracking in this exercise
* All facilities will have a small surge component i.e. worried well, AFN patient scenarios
* Closed PODs – all facilities are at varied level of preparedness when coming to Closed PODs – the MSEL will need to be flexible and adjustable to meet the needs of each facility
 |  |
| **Partner Updates** |  |  |
| **HSEM – Jeanna** | * Some new changes in Grant staff
* State Training officer – Sarah Rude has left HSEM – Randy Johnson is assisting in the meantime
* Looking ahead to spring flooding potential – lots of education and preparedness efforts are starting up
* Governors Conference Feb 10 – 14.
* Next quarterly meeting is January 22 in Douglas County
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| **Local EM – Dona** | * Working on ID badge machine training/updates
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| **Local PH – Shelley** | * Focus on mass dispensing exercise
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| **MDH – Karen M** | * Working on grant deliverables
* Influenza B is the hot topic – increase in death rate
* Pneumonia in China is also being discussed and watched by CDC
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| **EMS – Scott Johnson** | * January 22, Representative Hought will be at the American Legion in Fergus Falls
* Sonic sanitizer for EMS agencies are being purchased
 |  |
| **EMS – Nathan Roy** | * EMS conference on February 8th in Fergus Falls
 | **Nathan will email Shawn the information so that it can be shared with the region** |

Next Meeting: February 6th at 0900

Minutes Taken By: Shawn

**Attendance:**

| **A/P** | **Name**  | **Facility** |
| --- | --- | --- |
| P | Jim Harkins/Mary Steidl/Edward Reiff/Brad Brejha | Alomere Health |
| A | Dena Siemieniewski | CHI St. Francis – Breckenridge |
| P | Greg Meyers | Glacial Ridge Health |
| P | Beth Kraft | Lake Region Health |
| P | Karen Meyer | Perham Health |
| P | Judy Haley | Prairie Ridge |
| A | Jeff Olson | Sanford Wheaton |
| P | Bev Larson | SCMC |
| P | Karen Moser | MDH PHPC |
| P | Jeanna Hayes | HSEM |
| P | Dona Greiner | EM – Stevens County |
| A | Lynn Seigel | EM – Traverse County & WCEMS |
| P | Rick Cameron/Chad Mickelson | EMS – FM Ambulance |
| P | Nathan Roy | EMS - Morris EMS |
| P | Scott Johnson | EMS – North Memorial |
| P | Jakki Sjobeck | LTC – Bethany on the Lake |
| P | Bob Ottesen | LTC – Moorhead Rehab |
| P | Shelley Svec | LPH – Horizon PH |
| P | Rachel Mockros | Regional Staff |
| A | Dave Miller  | Regional Staff |
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