

2021

# Eastern Regional Healthcare Executive Committee Minutes

January 7, 2021



**Eastern Regional Healthcare Coalition Executive Committee Meeting  
January 7, 2021 via Zoom Meeting 1300 – 1500**

## Call to Order

Chairman Robbie Kavon called the meeting to order at 1 pm.

## Roll Call

### Members Present:

- **Robbie Kavon, Sheridan Memorial Hospital**
- **Peter Leyva, Prairie Community Hospital**
- **Todd Opp, Glendive Medical Center**
- **Clay Lammers, Garfield County EMS/Sheriff**
- **Heidi Visocan, Sheridan County EMS/Sheriff**
- **Julie Brodhead, Richland County PH**
- **Lois Leibrand, Daniels County PH**
- **Cindia Ellis, One Health/Custer County PH**
- **Kyrsten Brinkley, MHA**
- **Casey Driscoll, MHA**
- **Cindee McKee, MHA**
- **Kitty Songer, MHA**
- **Cindee McKee, MHA**
- **Don McGiboney, MT DPHHS**
- **Gary Zimmerman, MT DPHHS**
- **Jacob Brown, MT DPHHS**

### Guests Present:

- **None**

### Members Not Present:

- **Bridget Norby, Daniels Memorial Hospital/EMS**
- **Deborah French, Rosebud Healthcare Center**
- **Jessica Price, Sidney Health Center**
- **Sue Davis, Phillips County Hospital**
- **James Black, Holy Rosary HealthCare**
- **Jeff Gates, MT DES**

## Old Business

### Committee Membership and Participation

Kyrsten reviewed Executive Committee member participation for the Fiscal Year to date utilizing a new attendance tracking sheet.

## **Review & Approve September 2020 Minutes**

Delayed due to technical difficulties.

## **Budget Review/Cindee McKee**

Cindee presented and reviewed:

### HPP HCC Budget

Approximately \$40,000 of unspent funds due to no travel resulting from the COVID19 Pandemic.

ABLS wasn't able to come to fruition. The other Regions have expressed an interest to remove support to hold the ADLS class.

Funds must be allocated prior to June 30, 2021.

Committee recommendation from the September meeting suggested alternate funding expenditures for the Amateur Radio project for redundant communications capability.

An alternate expense option is to purchase EMSC items for Pediatric Ready capability gaps that were identified from the Pediatric Surge Tabletop exercises provided in conjunction with the EMS for Children (EMSC) program this past Autumn. Affected provider types include hospitals, EMS, and most clinics. Items included a Broselow carpet, Pedi Pad Spine Board, Broselow Tapes, and Peds stethoscope. Concerns were raised that not all provider types listed had the same needs or shortages (gaps) and it was expressed that the Broselow Flying Carpet was not necessary.

Options that were discussed include if it is feasible to provide the funds to the agencies/organizations who need supplies so they get what they want.

Funds need to be obligated by May so that we have enough time to rebound if another plan is needed.

Motion made by Peter Leyva to approve purchase of Pedi-pads, Broselow tape, and Pediatric stethoscope for clinics and ems agencies. Motion seconded by Todd Opp; approved unanimously.

A workgroup will be convened consisting of Todd Opp, Julie Brodhead, and Peter Leyva and will meet January 13 at 11 am; then report back on January 15. Workgroup will make recommendations for spending remaining HPP and COVID Funds.

### COVID-19 Budget

Approximately \$91,222 of the original \$117,746.25 of unspent funds.

Funding to Applicants \$17,500 (awarded) and \$9,024 (pending).

Committee recommendation for utilizing unspent funds to purchase eMist Fogger machine (52 units at \$1645 each for EMS and Long-term Care).

## **PEDs Tabletop Exercises/Kyrsten Brinkley**

5 sessions were held in September and October 2020.

AAR/IP has been completed and overviewed. It is available in the eICS library and on the HCC Website.

## **New Business**

### **Weekly Newsletter/Kyrsten Brinkley**

Began November 19, 2020

It streamlined communications and reduces the number of messages healthcare agencies and organizations receive from the Staff.

No additional feedback was provided by Committee Members.

### **Capability Assessment Tool (CAT) and Hazard Vulnerability Assessment (HVA) Update/Kyrsten Brinkley**

Committee member were sent the 2021 CAT template and the 2020 HVA on December 22, 2020 for review.

The 2021 CAT and an updated HVA are due January 27, 2021.

Due to COVID-19 we asked if the Committee would like the HPP/HCC Staff to collaborate and update on your behalf. Committee agreed on this plan.

### **HHS COVID19 Data Updates/Kyrsten Brinkley**

New data fields are available in EM Resource as of 1/8/21 for tracking therapeutic course inventory and usage.

An average of over 90% hospital accomplishing the data reporting for CMS reporting compliance.

The Regional Coordinators check hospital data daily to ensure nobody slips through and ends up receiving a CMS Non-compliance letter.

Coalition Surge Test for this fiscal year has been waived for by ASPR

## **Eastern HCC Regional Coordinator/Cindee McKee**

Robbie Kavon has accepted this position and begins on 1/18/21. Discussion on Co-Chair Peter Leyva assuming position as Chair. A review of the bylaws will be completed to determine actual time commitment.

Motion by Todd Opp for Clay Lammers to become the Co-Chair.

Second by Heidi Visocan.

Approved unanimously

## **Upcoming Training/Don McGiboney and Cindee McKee**

The upcoming trainings and education events were presented to the Committee.

### Basic Disaster Life Support (BDLS)

January 12, 14, 19, and 21 from 7:00-9:00 pm

February 2, 4, 9, and 11 from 7:00-9:00 pm

Contact Jacob Brown at [Jacob.brown@mt.gov](mailto:Jacob.brown@mt.gov)

### Advanced Disaster Life Support (ADLS)

Discussion with overwhelming support to cancel this year

### FP MGT 319 Medical Countermeasure POD Planning and Response Course

Live online instructor-led training FP MGT319 399

The actual class portion of this course is 0800-1600 Wednesday Feb 3 and 0800-1600 February 4. February 2 is considered the "Admin" day and the pre-test link will be sent to the students to complete the pre-test before the start of class on Wednesday.

### Active Shooter Training Webinar

February 9, 2021 at 9:00 am MST

The Cybersecurity and Infrastructure Security Agency, Region VIII invites you to join a two-hour security webinar to enhance awareness of and response to an active shooter event.

### K-548 Continuity Program Managers Virtual Course

February 9-12, 2021 08:00-12:00 MST (4 half-days)

Location: Virtual

Register by Feb 5, 2021

POC is Michael D. Brinkman [Michael.brinkman@fema.dhs.gov](mailto:Michael.brinkman@fema.dhs.gov)

## **Coordinator Update/Kyrsten Brinkley**

Kyrsten reviewed recent Coordinator and HPP activity

- Redundant Communications (RedComms) drills to begin using EM Resource for notification

- Pediatric Table-top exercises and AAR/IP

- Weekly Newsletter content and format

- Reviewed COVID-19 mini-grant applications

- Participated in COVID-19 specific conference calls

- Workplan progress and updates

- CAT Crosswalk

- Reformat of the Resource Assessment

## Closing

### Roundtable

Lois – Nothing to report.

Heidi – Nothing to report.

Peter – Facility expansion that was underway is being adjusted with lessons learned from the COVID19 pandemic.

Todd – Focusing on vaccinations. Walgreens has been doing the LTCF. Wonders about side-effects. They have an ultra-cold storage freezer arriving next week.

Julie – Vaccinating Sidney Health staff. Public Health office has also received vaccine and figuring out how to roll it out. Wonders about the Walgreens plan.

Clay – Accomplishing EMS refresher course online.

Cindia – Tracking cases and doing testing at the Custer Co Fairgrounds.

Gary – Nothing to report.

Cindee – Thanks for everyone's hard work.

Kitty – Nothing to report.

Kyrsten – Nothing to report.

Jake – Briefed on BDLS.

Don – Continued work moving money from HPP to the Alternate Care Sites. Collaborating on DPHHS COVID19 AAR/IP. Participation in the State COVID19 Vaccine Planning Group.

## **Public Comment**

No public comment.

## **Next Meeting**

Next meeting will take place:

Funds Workgroup on January 13 at 11 am.

Funds results on January 15.

Regular meeting on March 4, at 1300.

Adjourn

- Motion to adjourn made by Todd Opp
- Seconded by Julie and Cindia Ellis
- All approve unanimously