

BP3

# Eastern Regional Healthcare Executive Committee Minutes

January 25, 2021



**Eastern Regional Healthcare Coalition Executive Committee Meeting  
August 5, 2021 @MSU Extension Office in Sidney, MT @0900 - 1200**

## Documents and materials provided for the meeting:

Meeting Agenda, January 25, 2021

PowerPoint Presentation, January 25, 2021

Meeting Minutes, August 5, 2020

Budget to Date

ERHCC Draft Burn Surge Annex V1.2

ERHCC Combined Preparedness and Response Plan 1/22 Update

ERHCC Executive Committee Attendance

ERHCC HID Response AAR/IP

ERHCC Red Comms TTX AAR/IP

Standard Reunification Method Reunification Exercise Vendor Opportunity

## Call to Order

**Chairman Peter Leyva called the meeting to order at 10:02 am.**

## Roll Call

### Members Present:

- Bridget Norby, Daniels Memorial Hospital/EMS
- Casey Driscoll, MHA Southern Region HealthCare Coalition
- Cindia Ellis, One Health/Custer County PH
- Cindee McKee, MHA MT Health Research & Education Foundation
- Clay Lammers, Garfield County EMS/Sheriff
- Don McGiboney, MT DPHHS HPP
- Heidi Visocan, Sheridan County EMS/Sheriff
- Julie Brodhead, Richland County PH
- Kitty Songer, MHA Central Region Healthcare Coalition
- Kyrsten Brinkley, MHA Western Region HealthCare Coalition
- Lois Leibrand, Daniels County PH
- Peter Leyva, Chair/Prairie Community Hospital
- Robbie Kavon, MHA Eastern Region HealthCare Coalition
- Todd Opp, Glendive Medical Center

### Guests Present:

- **None**

## Members Not Present:

- Deborah French, Rosebud Healthcare Center
- Jeff Gates, MT DES
- Sue Davis, Phillips County Hospital
- Gary Zimmerman, MT DPHHS PHEP

## Old Business

### Meeting Minutes

**August 5, 2021**

- Motion to Approve as presented by Bridget Norby
- Second by Cindia Ellis
- Approved unanimously

### Treasurer's Report

Cindee McKee reviewed the current budget to date

- Advanced Burn Life Support (ABLS)
  - Cost is \$10,500. Stat Air in Glasgow has offered space to hold this class on April 25<sup>th</sup>.
  - Potential for a second class, tentatively set for June 25<sup>th</sup> in Miles City.
  - An offer for financial assistance from the DPHHS Chronic Prevention Bureau and Health Promotion Bureau's EMS& Trauma Section has been made.
- Regional Meetings
  - They will be in May in conjunction with the annual PHEP Workshops.
  - We will need to decide on travel cost reimbursements for attendees (milage, lodging, etc.).
- National Healthcare Coalition Preparedness Conference (NHCPC)
  - Todd Opp attended the conference in Orlando this past Nov 30 to Dec 2.
- Burn Surge Annex TTX
  - Robbie mentioned that we will have to hold a Table-top exercise to validate the new Burn Surge Annex Draft. There are funds forecast to cover some costs for this.
  - Jason Mahoney from 373 Consulting it willing to facilitate this.
  - Peter Leyva asked for an email to be distributed so that the appropriate entities are recruited. Julie Brodhead agrees.
  - Motion to obligate funds to this required project by Julie Brodhead
  - Seconded by Bridget Norby
  - Motion carried unanimously
- Coalition Clinical Advisor position

- Robbie Kavon reviewed the status of Clinical Advisor discussion from the August 5 meeting. The proposal is to have one Clinical Advisor that is shared between all Regional Healthcare Coalitions.
- Provide a stipend of \$1,500 per Regional Healthcare Coalition.
- The role of the Clinical Advisor position is to validate plans and other projects to ensure patient care is maintained and to be our advocate when in discussions with CEOs and Administrators.
- Motion to accept the Nurse Position within MHA who has dealings with DONs and other connections around the state by Julie Brodhead.
- Seconded by Todd Opp
- Motion carries unanimously
- Family Reunification Training
  - This is a required deliverable.
  - Cost for training to help us meet this goal is \$17,000. The course permits 100 participants. We are hopeful to hold 2 of these courses in the State. ERHCC would combine with the SRHCC for a class and share expenses.
  - Additional costs might consist of providing snacks and beverages to participants.
  - It was suggested for us to wait to see what happens with the ABLs courses.
- Advanced Disaster Life Support (ADLS)
  - Scheduled for May 27-28 at Fairmont Hot Springs.
  - More to come on this soon.

## Upcoming Training

- Basic Disaster Life Support
- Advance Disaster Life Support
  - May 27 – 28, 2022
- Advanced Burn Life Support
  - April 25, 2022
    - Stat Air, Glasgow, MT
    - 25 seats available
  - June 8, 2022
    - Sleep Inn, Miles City, MT
    - 25 seats available
- Medical Response & Surge Exercise (MRSE)
  - Previously known as Regional Coalition Surge Test
  - Need commitments to participate from four core members (Hospital, Public Health, EMS, Emergency Management)

- Cindee McKee mentioned that is has been waived by HHS ASPR the previous 2 years. We are hopeful that will happen again since hospitals have been non-stop busy for 2 years with an actual incident.

## Projects

- PAPR
  - All have been delivered
- Pediatric Equipment
  - A small number of items have not yet been delivered
- Amateur Radios
  - Casey Driscoll, SRHCC Coordinator, briefed what she had learned from Charlie Hanson.
  - All items have been ordered and most have been delivered to Helena.
  - Once a location in Billings is determined, then the equipment can be moved there for work to begin on programming.
- National Healthcare Coalition Preparedness Conference
  - Todd Opp attended the conference in Orlando this past Nov 30 to Dec 2.
    - Lots of good sessions.
    - Size of the Conference was much smaller than in the past.
  - Don McGiboney briefed that the primary take-away was on how other states had enacted emergency operations at all levels as one team.
  - Cindee McKee briefed that there were powerful plenary sessions and COVID sessions. It was tough on all HCCs to attend.
- Membership
  - Robbie Kavon displayed the Executive Committee participation roster.
    - Robbie will update it.

## New Business

- Documents to review, Provided by Robbie Kavon prior to the meeting
  - Preparedness and Response Plan
    - Open floor for discussion on this updated document.
    - Robbie briefed that the updates were minor corrections to improve flow.
    - Cindee McKee mentioned that the HHS ASPR deliverables were validated to be covered in the document.
    - Motion to approve with the updates by Todd Opp.

- Seconded by Cindia Ellis
- Motion carried unanimously.
- Draft HVA update
  - Updated along with the other RHCCs by the HPP team.
  - It was difficult without being contributed to by facilities and organizations within the RHCC.
  - Removed similar entries to minimize confusion.
  - Motion to approve as presented by Julie Brodhead.
  - Seconded by Clay Lammers.
  - Motion carried unanimously
- RedComms AAR/IP
  - Robbie Kavon reviewed the document for everyone.
  - There have been some updates to unfinished items.
  - Motion to approve the updates by Julie Brodhead.
  - Seconded by Todd Opp.
  - Approved unanimously.
- HID AAR/IP
  - Robbie Kavon reviewed the document for everyone.
  - There have been some updates to unfinished items.
  - Motion to approve the updates by Bridget Norby.
  - Seconded by Clay Lammers.
  - Approved unanimously.
- Draft Burn Surge Annex
  - Cindia Ellis had a question for clarification about training mentioned on page 16, para 2.4.2.
  - There weren't any other comments.
  - If anyone has comments they should be sent to Robbie Kavon promptly.
- Bylaws Update
  - The updated Bylaws were sent out and posted on the HCC website as well as in EM Resource.
- Medical Response and Surge Exercise (MRSE)
  - Need a commitment from any hospitals, EMS, Public Health, and Emergency Management
- Membership Meeting
  - Tentatively set for May 5 in Miles City at the Sleep Inn.
  - In conjunction with the PHEP Workshop on May 4<sup>th</sup> at the Sleep Inn.
  - Does anyone have ideas for topics?

- ICS Hybrid course
- Bridget Norby suggested a CALS course.
- Peter Leyva mentioned that some type of worker mental health, such as the Emotional Trauma Life Support class.

## ■ Closing

- Staff Roundtable
  - DES, Jeff Gates. Not present
  - HPP, Don McGiboney
    - The next year budget period 4 should be out very soon.
    - Collaborating with PHEP for a state-wide exercise next year.
  - HCC Director, Cindee McKee
    - Working with staff on
      - MRSE
      - COOP
      - Supply Chain integrity
      - ESF8 Advisory Council
      - ABLS training in each RHCC
      - HPP CPGs next week
      - Burn Annexes
  - Western RHCC, Kyrsten Brinkley
    - Pediatrics equipment other items that Robbie has already mentioned
  - Southern RHCC, Casey Driscoll
    - Amateur Radios along with Robbie
    - Trainings and deliverables being worked on
  - Central RHCC, Kitty Songer
    - Same. As well as a potential ABLS course in Conrad.
  - Eastern RHCC, Robbie Kavon
    - Same as everyone mentioned.
  - One Health, Custer County, Cindia Ellis
    - Fergus County PH has split out from the Central MT Health District.
  - Daniels Co Hospital, Bridget Norby
    - EMS in EPIC along with hospitals.
    - Drills and education potentials.
    - Short on Lab materials.
    - Short on Blood.
    - She did an ICS300 course.
    - CHEC certified now.
  - Sidney Health, Todd Opp

- COVID and construction materials are short
- Staffing is short
- Submitted for PPE on the Formstack request
- Prairie County Hospital, Peter Leyva
  - Burn out and fatigue are happening, with staff complacency noted. We need to break the pattern, regardless of personal opinions on COVID19.
  - Flu and RSV is present.
  - Now a 25-bed critical access hospital.
    - Maximized on storage
    - Added Negative Pressure Rooms
    - Adding ER Overflow rooms
    - Entering 3<sup>rd</sup> phase of expansion in ER
- Garfield Co, Clay Lamar’s
  - Clay asked about the Clinical Advisor since he missed the beginning of the meeting. Robbie clarified. Sarah Nordlund, the former Clinical Advisor for the ERHCC is able to come back to meetings.
- Richland County Public Health, Julie Brodhead
  - Public Health is experiencing burn-out.
  - Transition to home testing kits. A Push for responsibility...where should it be?
  - They experienced a Search and Rescue event resulting in a decedent found near her home. Need mental health training for responders.
- **Public Comment**
  - No public comment.
- **Next Meeting**
  - Next meeting will take place March 1 @ 1000.
- **Adjourn**
  - I. Motion to adjourn made by Cindia Ellis
  - II. Seconded by Julie Brodhead
  - III. Approved unanimously