

BP3

# Western Regional Healthcare Executive Committee Minutes

August 25, 2021



## Western Regional Healthcare Coalition Executive Committee Meeting

August 25, 2021, 0900-1100, Zoom

Call to order 0908

### Roll Call

- **Members Present:**

- RJ Nelsen, Chair, Providence Health
- Jen Phillips, St. James Healthcare
- Kelly Bilau, Brendan House
- Tammy Matt, CSKT Public Health
- William Torres, Marcus Daly Memorial Hospital
- Richard Sine, Two Bear Air
- Nick Holloway, Missoula County DES
- Cindee McKee, MHREF HCC Director
- Kyrsten Brinkley, MHREF WRHCC Coordinator
- Casey Driscoll, MHREF SRHCC Coordinator
- Kitty Songer, MHREF CRHCC Coordinator
- Luke Fortune, MT DPHHS PHEP
- Don McGiboney, MT DPHHS HPP

- **Members Absent:**

- Sue Hansen, Beaverhead Co PH (excused)
- Robbie Kavon, MHREF ERHCC Coordinator

- **Guests Present:**

- Audrey Walleser, MT DES Western District
  - Audrey introduced herself as the MT Disaster and Emergency Services Western District Disaster and Emergency Services Field Officer
- Jill Lundstrom, Sanders County Public Health
  - Jill introduced herself as the Sanders County Public Health Emergency Preparedness contact

## Old Business

### Meeting Minutes:

- Meeting Minutes from May 10, 2021
  - Motion to approve as presented by Willie Torres
  - Second by Jen Phillips
  - Approved unanimously
- Meeting Minutes from June 22, 2021
  - Motion to approve correcting attendance showing Dick Sine was in attendance by Jen Phillips
  - Second by Willie Torres

- Approved unanimously

**Attendance:**

- Kyrsten Brinkley presented the Executive Committee attendance tracking for this fiscal year

**eMisters:**

- Kyrsten Brinkley briefed that all eMisters have been delivered to EMS and LTCF with the exception of one
- There is recent interest from Community Hospital of Anaconda (CHA)
- Motion to provide the remaining eMister to CHA by Willie Torres
- Second by Dick Sine
- Approved unanimously

**Treasury Report:**

- Cindee McKee reviewed the budgets to-date.
- HPP Budget
  - \$7,142.55 remaining
- COVID19 Budget
  - \$10,077.67 remaining
- Jen Phillips suggested more PPE
- RJ Nelsen suggested more Pediatrics supplies
- Cindee McKee advised that there is only enough HPP funding for Broselow tapes, cuffs/stethoscopes
- Motion to approve by Dick Sine
- Second by Willie Torres
- Approved unanimously

## New Business

**WRHCC By-Laws**

- Kyrsten Brinkley reviewed the 2019 WRHCC By-laws with suggested edits/revisions
- Willie Torres and Jen Phillips comment on the bylaw changes and thanked Kyrsten for the work done. The committee went through the recommended changes in the document. The group had a discussion on officer voting with changes made in the document. Length of Service discussion – RJ Nelsen suggested changing the length of service for the Chair to two years and Co-Chair to two years. The committee agreed on the change.
- Willie Torres moved to approve the bylaws with changes.
- Jen Phillips seconded the motion.
- All approved

## **Budget**

- The committee discussed adding a Marketing budget item for marketing at conferences or meetings.
- Willie Torres motioned to add \$2000 for marketing
- Dick Sine seconded
- Approved unanimously
- The committee discussed setting aside funds to support a Clinical Advisor for the Western Coalition or Statewide. The committee discussed the time commitment and duties needed as well as compensation which may include the opportunity to attend trainings, etc. as compensation. Don McGiboney and Cindee McKee provided updates that discussions are ongoing on this topic and suggested that the committee table the discussion until more information can be gathered and presented at the next meeting.

## **PPE Management Plan**

- Kyrsten Brinkley reviewed the draft PPE Management Plan and PPE Cache Request policy.
- RJ Nelsen suggested including an attestation section for the requestor to provide.
- Jen Phillips motioned to approve these documents as stated in the comments
- Willie Torres seconded the motion.
- Approved unanimously

## **National Healthcare Coalition Preparedness Conference**

- Cindee McKee reviewed the projected expenditures for this conference to be held in Orlando, FL 11/3/21 to 12/2/21.
- There hasn't been any information stating it will be cancelled.
- The proposed costs each attendee will encounter are registration fee, airfare, baggage, parking, taxi, lodging, and per-diem.
- Cindee McKee requested that the committee establish a number of allowed participants; 5 was decided on. Please email Cindee before 9/30/21 if interested.
- RJ Nelsen objected to supporting Florida's economy due to their management of COVID19. Willie Torres and Tammy Matt supported that belief. Dick Sine stated that it was not fair to the citizens for State leadership decisions.
- Motion to approve the number of participants and costs by Jen Phillips.
- Seconded by Dick Sine
- Approved by majority; 4 aye, and 2 nay.

## **HPP Grant Soft-Match**

- Don McGiboney presented that Montana DPHHS must provide a soft-match for the US HHS Federal funding received for the preparedness program
- Must account for and provide \$109,088 in soft-match for July 1, 2020 to June 30, 2021

- Coalition members can help by advising us of the non-federal funding that the facility or agency provides for Healthcare Emergency Preparedness
  - Salary/wages/stipend
  - Donated meeting space for trainings and/or meetings
  - Other resources your facility purchased to provide for disaster response
  - COVID-19 time can be counted
  - [FY21 HCC In-Kind Match Reporting-Formstack](#)

## Upcoming Training & Education

- PPE/PAPR Training
  - Tuesday, August 31, 2021
  - Thursday, September 9, 2021
  - 8:30 am – 12:30 pm
  - Virtual
  - [REGISTER](#)
- Pediatric Disaster Response and Emergency Preparedness
  - Wednesday and Thursday, September 1 and 2
  - 8:00 am – 5:00 pm each day
  - Helena, MT
  - [REGISTER](#)
- MOAB Training
  - 2 day training, tentatively scheduled for October 25 in-person or virtual

## Coordinator Update

- All-Coordinator work-session was held in Billings 03-07 May.
- AAR/IP being written for the Redundant Communications (RedComs) drill.
- AAR/IP being written for the Highly-Infectious Disease (HID) response.
- Coordinators are updating the Pre-Event Essential Elements of Information (EEI) annual pre-event baseline update
- Attended Summer Institute July 19-23 in Missoula.
- Participating in the weekly HCC Newsletter development.

## Roundtable

**Audrey Walleser (MT DES)** - Audrey reported that DES is looking at reactivating the National Guard for COVID response. The process will be much different than it was in the past and the scope will be limited. There is no active emergency declaration from the Governor but there is still a federal declaration in place. All requests for National Guard staff must be vetted through the Governor so the availability will be very limited. DES does still have PPE available in a cache but once it is gone, it is gone. All requests for staffing or PPE must continue to go through local DES.

**RJ Nelsen (Providence Services)**: No update

**Jen Phillips (St James)** – They are doing some training on Run-Hide-Fight due to an incident at their Colorado location. All other events are on hold.

**Dick Sine (Two-Bear Air)**: “County” EMS is no longer being sponsored. Best Practice Medicine will take over.

**Kelly Bilau (Brendan House)**: LTC-mandatory vaccines are being discussed. This mandate could hit them hard. There is a high positivity rate in Flathead County. There staffing shortages.

**Nick Holloway (Missoula CO OEM)**: Shout-out to Two-Bear Air for assistance in rescuing 2 firefighters. The IMT is busy with vaccinations, housing issues with the homeless, and fires. They held an active shooter.

**Willie Torres (Bitterroot Health)** – 2 COVID-positive patients. There have been difficulties with transferring them

**Tammy Matt (CSKT Tribal/Public Health)**: Busy case-count. Vaccine clinics and a mobile van are being utilized. Focus on Schools.

**Don McGiboney/Cindee McKee** - COVID Data reporting continues. PPS Hospital CMO conference calls have begun again. Bed availability is decreasing again due to a new surge in COVID19. We are in the process of compiling our End-of- Year report for HCCs to HHS ASPR

No **Public Comments** were presented

Next meeting: Second week of October TBD

Adjourn: 1110

Motion: RJ Nelsen

2<sup>nd</sup>: Kelly Bilau

Motion approved unanimously