

BP4

Western Regional Healthcare Executive Committee Minutes

August 9, 2022



Western Regional Healthcare Coalition Executive Committee Meeting

August 9, 2022 @1300-1500 Zoom Call

Call to order 1302

Documents provided prior to the meeting

- WRHCC Meeting Agenda, August 9, 2022
- WRHCC Meeting PowerPoint August 9, 2022
- WRHCC Meeting Minutes, June 9, 2022
- WRHCC Bylaw DRAFT Revision
- WRHCC Budget
- Burn Surge Annex VTTX AAR/IPs
- Yellowstone Boys and Girls Ranch presentation

Welcome by Kyrsten Brinkley

- New grant year leadership
 - Kelly Bilau, Brendan House Administrator
 - Nick Holloway, Missoula County Office of Emergency Management
- Outgoing Chair, RJ Nelsen
 - Providence Health
- State Staff
- Guest Speaker
 - Logan Health Kalispell
 - Mental Health Yellowstone Boys and Girls Ranch

Roll Call

- **Members Present:**
 - Casey Driscoll, MHREF SRHCC Coordinator
 - Cindee McKee, MHREF HCC Director
 - Colin Tobin, MT DPHHS PHEP HPP
 - Don McGiboney, MT DPHHS HPP
 - Jen Phillips, St. James Healthcare
 - Kelly Bilau, Brendan House
 - Kitty Songer, MHREF CRHCC Coordinator
 - Kyrsten Brinkley, MHREF WRHCC Coordinator
 - Luke Fortune, MT DPHHS PHEP
 - Nick Holloway, Missoula County DES
 - RJ Nelsen, Chair, Providence Health
 - Robbie Kavon, MHREF ERHCC Coordinator
 - Tammy Matt, CSKT Public Health
 - William "Willie" Torres, Marcus Daly Memorial Hospital
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- **Members Absent:**
 - Audrey Walleser, MT DES Western District (scheduling conflict)
 - Sue Hansen, Beaverhead Co PH
- **Guests Present:**
 - Chelsia Elmore, Logan Health Kalispell
 - Maria Emmer-Aanes, Yellowstone Boys and Girls Ranch

Old Business

Meeting Minutes, April 11, 2022

- Kyrsten Brinkley asked for any comments or questions for the previous meeting minutes from June 9, 2022
- No comments were presented
 - Motion to accept the June 9, 2022 meeting minutes as presented by Willie Torres
 - Seconded by Jen Phillips

Guest Speaker

Yellowstone Boys and Girls Ranch

- Kyrsten Brinkley introduced Maria Emmer-Aanes who provided a briefing on a Mental Health Coalition in multiple counties due to a prior commitment
- Paid for from the Montana Health Foundation

Old Business

Flying Carpets update

- Flying Carpets to Beaverhead and the last are slated to go to Lincoln Co.
- Looks for an EMS agency in Lincoln Co to give them the EMS equipment. Kelly Bilau sent a message over to Libby looking.
- This will leave 4 remaining to go to Clinics. Ideas?
- Tammy Matt suggested going directly to hospitals

Avert Training

- Approve \$42k+ for 15 til 50 and the Avert training
- Voted on last meeting. Obligate to spend August 31.
- Showed an Avert flyer.
- Discussion with Cindee prior suggest half funds to Avert and held to 15 til 50
- How about a subcommittee on 15 til 50 for regional benefit. Some members have contributed thoughts. Chelsia, Willie, and someone else?

- Discussion? None
- 15 to 1 training ratio
- 2 different course versions
- 5-6 train-the-trainer courses in the region
 - One price \$695
 - Other price \$750
- Bring in the train the trainer training so that we can spread the benefit so there is sustainability
- Willie Torres is bringing in (to Bitterroot Health) the MOAB de-escalation and level 2 and level 3 are classroom. Looking for something on shootings
- Nick and Kyrsten discussion due to some Missoula County offices researching on similar. The Courthouse has a committee looking into the Avert training along with Sheriff's Office to see how to bring something along these lines in. to minimize silos.
- This project has already been approve in a previous meeting
- Obligate the funds by Aug 30

New Business

Bylaws Update

- By-Laws. Sent out prior to the meeting
- Highlighted some key changes. Grammatical and minor plus some major taking into account the letter from Don
- Motion for bylaws with changes discussed
 - Motioned by Jen Phillips
 - Seconded by Tammy Matt
- Approved unanimously without further discussion
- Thanks to Casey for all of the foundational work

Budget Update

- Kyrsten Brinkley reviewed the Budget to-date
 - Just over \$80,000 for the year
- ABLS still present in this year's budget due to last year cancellations
- Review of the primary costs
 - CBRNE
 - HERT
 - CHEC
 - Cybersecurity
 - MRSE
 - Radiation TTX
 - Regional Meetings
 - Executive Committee meetings
 - Clinical Advisor

- Marketing
- Any questions?
- Motion to approve the 22-23 budget
 - Motioned by Jen Phillips
 - Seconded by Tammy Matt
- No discussion
- Approved unanimously

HPP State Budget

- Don reviewed the overall Montana HPP budget for the new grant year
- Any questions? None

Family Reunification

- Recent training and well received and momentum moving forward
- Establish a work group to figure out what the next steps should be. (nick listed some topic areas in the recording)
- Lake Co Sheriff interested
- Silver Bow schools interested (Jen Phillips) for a Fall exercise (FSE!) Trying to step back and take a bit longer to plan this major event
- St James revising some EOPs to make accommodation for something of this nature.
- The TTX is 10/6 at the County EOC from 9 am to noon. Everyone is welcome.
- Then a functional exercise
- Followed by a FSE
- Nick suggested that Brett Lloyd (CRHCC region) be invited to assist as a MEP
- Robbie asked if there will be a Zoom option. Jen will check.
- Jen will keep everyone apprised as this moves along. Very much appreciated the Missoula training to understand needed functions

Leadership Transition

- Leadership transition conference call recently with
 - Kyrsten Brinkley
 - RJ Nelsen
 - Nick Holloway
 - Kelly Bilau
 - Don McGiboney
- Kelly expressed thanks to the folks on the call and is excited for the coming year. Thanks to RJ
- Nick echoed. Some momentum moving forward with the team. Handoff from RJ was good
- Don – nothing to add

Membership

- Recruiting general membership per request of Kelly. Good time to attract others. Encourage each committee member to invite others to listen in. Lincoln county is on her list to get recruited so everyone else look in your own communities. Nick has some ideas for the future

NHCPC

- Early-bird registration right now
- Cindee mentioned early-bird going on. If interested in going to Anaheim let her or Kyrsten know
- Budgeted \$10000 for 3-4 people to go and we can get everyone registered and planning this trip

Return to In-Person

- In-person next meeting? Anyone want to host in late Oct?? Perhaps mid-to-late Oct
- Let Kyrsten know. She will coordinate with Kelly with Nick
- Nick won't be able to host due to elections office using areas. Kelly mentioned that Kalispell might be open.

Upcoming Training & Education

- Rocky Mountain Rural Trauma Symposium is 15-16 September in Helena, MT
- Lake County Active Shooter Full-Scale Exercise has been postponed due to a wild fire
- Great Montana Shakeout on Oct 20 @1020 hrs. Don will be publishing some information coming up
- Missoula Co OEM O-305 Entry-level All-Hazards incident management team for type 3 course
 - 9/26 to 9/30. Nick will send info to Kyrsten for distribution

Member Roundtable:

Kyrsten Brinkley (MHREF WRHCC Coordinator): Attending numerous LEPC and Emergency Planning meetings at the Hospitals and CHA later this week for a EOP Revision. Sitting in all the other RHCC EC meetings. School district discussion that Jen Phillips mentioned. Met with Maria. 15 til 50 training. We have already discussed much of the updates through-out the meeting already.

Robbie Kavon (MHREF ERHCC Coordinator): Can't add much more. Worked on deliverables and looking forward to the next year with deliverables and exercises. ERHCC is still working on an amateur radio project in hope to get that plan finalized in the coming months. Otherwise, business as usual

Casey Driscoll (MHREF SRHCC Coordinator): SRHCC, ERHCC, and CRHCC working on SIM-MT partnership for a number of in-person simulations in each community. Will engage EMS and hospitals, as well as the trucks and the afternoon portion expanding to include LTCF, DES, PH and partners for discussion on roles and communications. Pushing the boundaries for new work within the HCCs. A survey has been sent out within each region for partners to signup for this simulation which will hopefully begin in October focusing on a highly-infectious disease. SRHCC continuing with the amateur radio project and hope to have that wrapped up sooner rather than later. Attending LEPC meetings; many of the SRHCC

counties have been affected by the recent flooding and that information has been helpful to hear the lessons learned

Kitty Songer (MHREF CRHCC Coordinator): Casey summer it up. The CRHCC is also excited to work with SIM-MT. CRHCC Workplans and LEPC meetings.

Don McGiboney (MT HPP Manager): Working on the agenda for US HHS ASPR Site Visit for mid-Sept. Potentially the next ESF8 State Advisory Council meeting. Also planning a Region 8 HPP Director's meeting in October 4-5 in Missoula. Working last budget period funding carryover request to move travel and supply funds to this new current year. DPHHS is reviewing numerous plans and annexes this year. A new HAN system rolling out soon. 3 Pediatric disaster planning training events coming this next grant year in a couple of cities. Thanks to everyone for your valuable participation in moving the preparedness of health care forward within our State and part of the ride since we began this version of our program since 2017

Cindee McKee (MHREF HCC Director): Echo what Don said and thanks to the Executive Committee and the Coordinators for their hard work. It has been a couple of tough years for all of us. Looking forward to getting out and seeing people and visiting with health care entities and seeing how we can help them. Thank you for your hard work over the past couple of years. Working on new benchmarks and new deliverables, working joint PHEP HPP deliverables. We are going to be meeting with the HPP team in Havre next week to work on setting 2 Redundant Communications (RedComms) drill dates, training and education dates for the year, date for the MRSE (formerly call the CST), MHA Fall Convention in Sept, Rocky Mountain Rural Trauma Symposium where we hope to get a vendor booth for an updated HCC flyer and promote our HCCs. Coordinator Job Description. Review the Preparedness and Response Plan and the annexes and have them available for approval for the next meeting of the Committee

Colin Tobin (MT DPHHS PHEP HPP): - Everyone covered the topics well.

Luke Fortune (MT DPHHS PHEP): - We finally got a monkeypox case in MT and we are figuring out what that means for the state

Kelly Bilau (Brendan House): - Staffing is the only issue for Brendan House. Recent news LTCF has about 500 beds taken out of the state system (7 facilities closing) since 2022 began. That's about 10% drop. It hard for communities to sustain LTC and having to send families out sometimes over 500 miles. Proud to be part of this group to help.

Nick Holloway (Missoula County Emergency Management): Quiet season for trainings due to fire season. IMT just returned from a fire. A quiet season so far. A Prevention team up and running to educate on fire awareness. Expect busier later in the Summer.

Willie Torres (Bitterroot Health - Daly Hospital): - Nothing to add

Tammy Matt (CSKT Public Health): - Preparations for Mass Flu Vaccinations which we usually do the first week of October, Coordinating with Lake County for a large group. Tribal Public Health has been

working with Fire IMT on the Elmo Fire assisting their medical team; COVID case on one of the fire crews and is isolating back in Browning now and monitoring the rest of the crew to ensure no more positives. Assist with evacuations and Red Cross sheltering. A lot of people displaced. Coordinating with Flathead County for shelter in Summers due to road closure and subsequently a shelter in Polson that we then changed to one north of the fire. Did attend the Family Reunification in Missoula resulting in work on a small active shooter drill in the 2 main Tribal health facilities with some dental and optical sections who are separated from their families. COVID is up and down and we are at medium transmissions and our case numbers went down last week but they seem to go up and down from week to week and we it looks like we will be dealing with this COVID business forever.

Chelsia Elmore (Guest) (Logan Health Kalispell): (had to drop off the call per chat message to Kyrsten)

Jen Phillips (St James Health): (had to drop off the call per chat message to Kyrsten)

Public Comment

- None

Next meeting:

- Will coordinate with Kelly and Nick

Adjourn:

- Adjourn Meeting
 - Motion: Nick Holloway
 - Second: Willie Torres
 - Motion approved unanimously
 - Thanks to everyone