Central Regional Healthcare Executive Committee Minutes

Minuts

Central Regional Healthcare Executive Committee Minutes

May 9, 2022

BP3

**Central Regional Healthcare Coalition Executive Committee Meeting**

**May 9, 2022 via Zoom Meeting 0900 - 1100**

# Documents and materials provided for the meeting

CRHCC February 17, 2022 Meeting Minutes

CRHCC May 9, 2022 Agenda  
CRHCC PowerPoint Presentation May 9, 2022  
CRHCC COOP Annex Draft  
CRHCC Burn Annex Draft  
CRHCC HVA Revision February 2022

CRHCC Supply Chain Assessment 2022

**Call to Order**

Kitty Songer, Regional Coordinator, called the meeting to order at 0905 due to conflicting schedule of Bridget Kallenberger (Chair)

**Roll Call**

**Members Present:**

* Brett Lloyd, Lewis & Clark County Public Health/DES
* Bridget Kallenberger, Hill County Public Health (joined late)
* Chris Lee, Great Falls Clinic
* Cynthia Grubb, Pondera Medical Center
* Debbie Gessaman, Chouteau County DES
* Ed Greiberis, MT DES Central DFO
* Louis D’Antuono, Alluvion Health
* Melissa Kantorowicz, Liberty County Public Health
* Ryndee Hamilton, Northern Rockies Medical Center Pharmacy
* Casey Driscoll, MHREF SRHCC Coordinator
* Cindee McKee, MHREF HCC Director
* Don McGiboney, MT DPHHS HPP
* Kitty Songer, MHREF CRHCC Coordinator
* Kyrsten Brinkley, MHREF WHRCC Coordinator
* Robbie Kavon, MHREF ERHCC Coordinator

**Guests Present:**

* + None

**Members Not Present:**

* Colin Tobin, MT DPHHS HPP PHEP
* Doug Dodge, Jefferson County DES
* Alice Luehr, St Peter’s Health Dialysis
* Justin Grohs, Great Falls Emergency Services
* Molly Carey, Jefferson County EMS

**Membership Participation Review**

* Hospitals 4
* Public Health 4
* EMS 1
* Emergency Management (DES) 2
* FQHC 1

Welcome to Ed Greiberis as MT DES representative (not on the call today)

# Old Business

# Committee Membership

Vote on Ed Greiberis to join the Executive Committee

* Motion to by Brett Lloyd
* Seconded by Debbie Gessaman
* Approved unanimously without further discussion

# Meeting Minutes

**February 17, 2022**

* Motion to Approve as-written by Debbie Gessaman
* Seconded by Brett Lloyd
* Approved unanimously without further discussion

Treasurer’s Report

**Kitty reviewed the current budget to date that is included within the Powerpoint presentation**

* Discussion on the previously approved Family Reunification training to be held in conjunction with the WRHCC in Missoula.
  + Held a conference call between the Trainers, “I LOVE U GUYS” and the WRHCC representatives.
  + The trainers are not willing to modify the course content from a K-12 school perspective to Healthcare
  + Kitty Songer consulted the HPP team and it was determined by majority to therefore not be an endeavor in the best interest of ESF8 stakeholders
  + The WRHCC will host the training on their own and anyone is still welcome to attend
  + Brett Lloyd supports this ideal and feels that a Healthcare specific course could be developed utilizing the ideals of this training. Others mentioned support of this concept with assistance from representatives of the other HCCs
* Simulation in Motion (SIM) Montana (MT) in lieu of Family Reunification
  + Kitty Songer had met with staff from SIM-MT at a previous conference. They have offered to put together relevant training to infectious disease incidents that will be beneficial to ESF8 stakeholders within the parameters of COVID19 funding that had been previously received which could support community engagement
  + Brett Lloyd mentioned support of such training
  + Cindee McKee described some parameters consisting of an infectious disease scenario beginning at a clinic or long-term care site that would then progress to EMS transport to an Emergency Room
  + Cynthia Grubb expressed:
    - support of anyone travelling to the Family Reunification training in Missoula with travel reimbursements from CRHCC
    - SIM MT is a good endeavor and expanded scenarios for her facility would be beneficial, such as a Burn surge scenarios
    - If a decision is necessary today then she supports a subcommittee to discuss which towns to hold these training opportunities
  + Kitty Songer reviews two potential cost quotes from SIM MT for the one-day, two-day options with one or two simulation trucks:
    - One-day Simulation Truck at $4500
    - Two-day Simulation Trucks at $9000
  + Any unused Family Reunification training funds can be directed at the SIM MT training
  + Kyrsten Brinkley, Western RHCC Coordinator, mentioned that the Family Reunification training has been announced now in the Western RHCC for 10 days now so if the CRHCC wants some seats she needs to know to ensure of seats to be held for them
  + Cynthia Grubb motioned for payment up to 10 people and reimburse travel costs and the remaining Family Reunification training funds to go towards SIM MT training
    - No further discussion was held regarding this motion
  + Kitty Songer mentioned that the CHRCC funds to be obligated now since any remaining money at the end of the fiscal year must be returned to the HPP Office
  + Kitty Songer reminded everyone that a motion and vote is necessary to rescind the Family Reunification training funds
  + A motion to rescind the Family Reunification training minus and travel reimbursements, and remaining funds to go toward the SIM MT training
    - Motion made by Cyntha Grubb
    - Seconded by Debbie Gessaman
    - Approved unanimously
  + Brett Lloyd expressed support to developing our own Family Reunification training

# Old Business

* + Kitty Songer discussed
  + FY 2020-21 COVID & HPP Carry Over - $87,536.78
  + Executive Committee approved (Nov 18):
    - Results shared previously
      * Oxygen Concentrators
      * Pulse Ox
    - Cost of Equipment $42,582.75
      * 14 Hospitals
      * 8 LTCF
      * 3 FQHC
      * 9 RHCC
      * 1 Public Health
      * 1 Primary Care
  + ABLS Class - Funding was approved in November to sponsor 2 classes
    - Helena Great Northern Hotel, March 28th @ 8:00. 27 registrants
    - Logan Health Conrad, March 29th @ 8:00. 28 registrants
    - Cost - $21,000 for the 2 ABLS Class
    - Member reimbursement (travel expenses, mileage and lodging) totaling $4,332.77 out of the $15,000 budgeted
    - Burn Surge Annex Virtual Table-top exercise
      * 9 agencies participated
  + Reviewed and updated the CRHCC HVA from January 2022 resulting in a February 2022 version (Sent out previous to meeting)
* New Business

**CRHCC Burn Surge Plan Annex** (sent out previous to the meeting)

* Kitty Songer reviewed that this version has not been changed since the February meeting
* The Western States Burn Center from Greeley, CO reviewed the document and provided some thoughts
* The Virtual Table-top Exercise (VTTX) After-Action Review and Improvement Plan (AAR/IP) also includes some recommendations for edit.
* Motion to approved plan with recommendations made by Debbie Gessaman
* Seconded by Brett Lloyd
* Approved unanimously

**COOP Annex** (sent out previous to the meeting)

* Kitty Songer reviewed the document
* This is a Regional level document
* No comments or questions were received
* Motion to approve as written by Debbie Gessaman
* Seconded by Bridget Kallenberger
* Approved unanimously

**Supply Chain Assessment** (sent out previous to the meeting)

* Kitty Songer reviewed the document. This is new document to set baseline for future assessments
* No comments have been received
* Motion to approve as written by Cynthia Grubb
* Seconded by Louis D’Antuono
* Approved unanimously

**Training/Education/Events**

* Regional Meetings (Joint HPP and PHEP)
  + May 11-12, Havre Best Western Hotel Inn & Suites
  + Compassion Fatigue training
* Chouteau County DES – Full scale exercise (No Bull About It Preparedness Exercise)
  + May 14th @ 9:00 AM
* Advanced Disaster Life Support
  + May 26-28, Fairmont- class days being the 27th and 28th
* Brett Lloyd mentioned that Lewis & Clark County is holding a virtual FEMA TTX on vehicle-borne weapon system on June 7, 2022 from 10 am to 2 pm
  + He will send out the information later today

**Coordinator Update:**

* Reviewed Formstack Requests/Ordered Oxygen Concentrators and Finger Pulse Oximeters/ @ warehouse in Helena
* Updated the Central Coalition HVA
* Finalized the Burn Annex
* Participated in the 6 Burn Table Top Exercises
* Organized 2 ABLS classes - March 28-29th - Huge success
* Finalized Central Coalition COOP
* Finalized Supply Chain Integrity Assessment
* Assist the State with PPE distribution for the first Tier
  + Packaged PPE – LTC, RHCs, FQHCs, & Dialysis for cache distribution
* Assisted with the second Tier contacts for the HPP Supplies
  + Ambulatory Surgery Center, Home Health, Hospice, EMS
* Provided updates to the Coalition website / eICS
* Attended Lewis & Clark County – Earthquake Tabletop Exercise
* Planning for Regional Meetings in May 12- Havre
* Worked on our CRHCC Work plan – Uploaded into the CAT in March 29
* Attended the LEPC meeting in Conrad, hospital site visit, training facility
* Attended the LEPC meeting in Lewis & Clark County
* Working on obtaining dates and time of LEPC meeting in the Central Region
* Attended the MHA Summit in Butte
* SIM-MT – Requested a proposal
* Reviewed Deliverables for the grant
* Reviewed HID Annex AAR/IP – (Based of COVID 19)
* Reviewed PEDs Annex AAR/IP
* Reviewed the RedCom AAR/IP (The Great Montana Shakeout)
* Prepared draft budget for 2022-2023 grant period
* Weekly Newsletter Publication and distribution
* Continued outreach to hospitals on reporting compliance
* Situational awareness calls with regional Hospital/CAH
* Reviewing & updating access rights in EMResource
* Please send any information pertaining to training and exercises in your area to [kitty.songer@mtha.org](mailto:kitty.songer@mtha.org)
  + 406-457-8025

# Closing

**Roundtable**

* Any updates to LEPC meetings?
* **Brett Lloyd (Lewis & Clark Co Public Health)** – The Lewis & Clark County DES position is vacant again. He will encourage the next representative be active on this Committee
* **Chris Lee (Great Falls Clinic)** – Great Falls Clinic will participating in a full-scale exercise with the MT Air National Guard on May 19. The scenario will be an aircraft mishap causing the hospital to utilize EM Resource for bed capacity information. He will now not be able to attend the CRHCC meeting in Havre on May 12 due to some continued facility expansion projects
* **Cynthia Grubb** **(Logan Health Pondera)–** The HCC involvement at the ground level has been appreciated with the recent ABLS training. They just experienced a full LTCF Survey by QAD without any deficiencies.
* **Debbie Gessaman** **(Chouteau County DES)**– Chouteau County full-scale exercise “No Bull About It” is this coming Saturday beginning at 0900 in Fort Benton; everyone is welcome
* **Louis D’Antuano (Alluvion Health)** – He will be participating in the Air National Guard exercise
* **Mellisa Kantorowicz (Liberty County Public Health)** – There is a new Liberty County DES representative. She is updating plans. There is a lot of COVID19 burnout among staff. She will be at the CRHCC meeting in Havre on May 12
* **Ryndee Hamilton (Glacier Co Pharmacy)** – nothing to share
* **Don McGiboney (MT HPP Manager)** – Working on new HPP grant application. He will be present at the CRHCC meeting in Havre on May 12
* **Ed Greiberis (MT DES Central DFO)** – Attending state DES meetings at regional; and State level
* **Cindee McKee (MHA HCC Director)** – Been travelling around all regions along with the PHEP personnel for Regional Grant Workshops and the RHCC Spring Meetings/Compassion Fatigue training. There has numerous positive feedback received on the Compassion Fatigue training. She has been working with Don on draft grant application documents. ABLS trainings have occurred and she has received positive feedback on those as well as the Burn Surge VTTXs. ADLS coming up and she will be present
* **Casey Driscoll (SRHCC Regional Coordinator)** – Same as Kitty Songer briefed. They are also reviewed potential participating in SIM MT projects
* **Kyrsten Brinkley (WRHCC Regional Coordinator)** – Keeping cadence with LEPC meetings happening; participated in a recent earthquake exercise; All-RHCC Coordinator meetings; Flying carpets from the pediatric VTTX; coordinating with hospitals; attended the Preparedness Summit in Atlanta; elected official training by MT DES; cyber-threat training; MT DES Western DFO regional meeting; ICS 300/400 training; dam exercise in Granite County; Juvare users group conference; HERT training from CDP; ABLS training coordination for 2 classes (which have now been canceled); and lastly able to offer any Juvare assistance for the Great Falls/Air National Guard exercise
* **Robbie Kavon (ERHCC Regional Coordinator)**- Same as Kitty Songer mentioned. ABLS training in Glasgow and hope 2 more classes can be scheduled. ERHCC Regional meeting in Miles City last week; participated in PHEP Grant Workshops and interesting to see the alignment and networking opportunities; attended Compassion Fatigue training; SIM MT project involvement; and the Burn Surge VTTX was well-received

Bridget Kallenberger will solicit at a later time for any volunteers to be on a SIM MT subcommittee

**Public Comment**

No public comment.

**Next Meeting**

Next meeting will take place, tentatively: August 4 @0900-1100

**Adjourn**

* Motion to adjourn made by Brett Lloyd
* Seconded by Ed Greiberis
* Approved unanimously