Western Regional Healthcare Executive Committee Minutes

Virtual Meeting

May 29, 2018

2018

**Western Regional Healthcare Coalition Meeting**

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**Members Present:**

* Don McGiboney, DPHHS HPP
* Cindee McKee, MHA HPP
* Bryan Tavary, DPHHS HPP
* Michelle Kimball, Kalispell Regional Medical
* Luke Fortune, DPHHS PHEP
* Jennifer Phillips, St. James Healthcare
* Shawn Paul, Providence St. Patrick Hospital
* Jan Egli, Partners in Home Care
* Katherine Basirico, Deer Lodge County Public Health
* John Thomson, Three River EMS
* Kyrsten Brinkley, Mt Tech
* Tammy Matt, CSKT Tribal Health

**Members not present:**

* Don Whalen, Missoula Emergency Services
* Tom Winter, Interim Healthcare of Western Montana
* Katherine Basirico, Deer Lodge County Public Health
* Erin Vandehey, Community Medical Center
* Neoma Greenfield, Ravalli County Public Health
* Gary Zimmerman, DPHHS PHEP
* Nancy Shooshtari, Providence Surgery Center

**Approval of Previous Meeting Minutes:**

* + Minutes will be reviewed at the next in-person meeting in April 2018

**Treasury Report:**

* + ***Grants***- $(8,417.00)
	+ ***Training***-$29,140.00
	+ ***Exercises***-$9,000.00
	+ ***Travel Reimbursement***-$8,058.70
	+ ***Executive Committee Admin Costs*-(**$3,809.52)
	+ ***Regional Coalition Reimbursements***-($1,143.05)
	+ ***Remaining Budget***- $7,228.30
	+ ***Intermedix*-$25,600.83**
	+ Treasurer’s report was reviewed, motion received to approve report, seconded and approved.
	+ Discussion held in regards to paying mileage to evaluators that will be assisting in the Coalition Surge Test. Motion received, seconded and approved.

**Coalition Borders:**

* Discussion held in regards to moving Madison County to the Southern Coalition, instead of breaking the county into two coalitions.
* Motion received, seconded and approved to move Madison County to the Southern Coalition.

**Western Coalition Regional HVA**

* Jennifer discussed the Western Coalition Regional HVA that was completed.
* Motion received to approve the HVA, seconded and approved.
* HVA will be sent to the Executive Committee.

**Coalition Assessment Tool:**

* Don discussed the CAT tool and the updated Preparedness Plan that was updated and submitted to ASPR.

**Summer Institute:**

* Discussion held in regards to upcoming CHEC course in Helena July 18, 19,20th, and if the coalition would like to reimburse participants for mileage and lodging.
* Motion received to reimburse mileage and lodging for participants, seconded, and approved.

**Coalition Surge Test:**

* Bryan provided an update on the Regional Coalition Surge Test and AAR/IP with the executive committee.

**Executive Committee Recruitment:**

* Discussion on current roster of executive committee members and potential new members.
* Discussion held in regards to removing Don Whalen and Tom Winter.
* Motion received, seconded and approved to remove Don and Tom from the executive committee.

**Mileage Reimbursement:**

* Discussion held in regards to keeping mileage reimbursement the same or move to a set rate that was shown to the committee.
* Motion received, seconded and approved to continue with the standard rate.

**Next Meeting:**

* July 30, 2018, possibly at St. Patrick’s Hospital. This will be an in-person meeting.