***Maryland Region III Health and Medical Coalition Minutes***

***February 13, 2017 (10 AM to 12 PM)***

1. Introductions: The following individuals were in attendance:

Jenny Ali (Amedysis), Erin Anderson (Howard Co. Health), Cal Bowman (Baltimore UASI), Jimmy Brothers (Howard EMS), Tim Chizmar (Region III Med Director), Kevin Cleary (Balt. City Mayor’s Office of EM), Deb Curro (Anne Arundel Health), Ty Davis (Saint Agnes), Todd Dousa (Hopkins Bayview), Corinne Edds (DHMH), Kim Eshleman (Baltimore City Health), Loreal Froat (MedStar Franklin Square), Christian Griffin (Baltimore Co Fire), Howie Gwon (JHH), Les Hawthorne (MCAC), Jeff Huggins (MIEMSS), Christina Hughes (MedStar Franklin Square), Tom Jeffers (Carroll Hospital), Eddie Johnson (MedStar Good Sam/Union Mem), Kathleen Long (HPP Region III Coordinator), Iris Mielke (Springfield), Jocelyn Pope (Bon Secours), Amy Riesner (Sinai), Terry Sapp (Baltimore County Health), Shantu Scatliffe (Howard Co. Health), Patty Sherman (AAMC), Dimitris Stamidis (Mercy), Lisa Swank (Harford County Health), Michelle Tauson (GBMC), Cheryl Webb (Carroll County Health), Dianne Whyne (Hopkins CEPAR), Curtis Wiggins (Carroll EMS), Ericka Wylie-Chambers (Northwest/Levindale)

1. Membership: Introductions were made and the roster was circulated. Please send roster changes to C. Hughes.
2. Review of Minutes: C. Hughes welcomed everyone and the January minutes were approved as submitted.
3. Prophylactic Medication
* First Responder Prophy – D. Curro said she still has some hospitals who have not replied to her about this, and will give an update to C. Hughes.
* Anthrax Preparedness Act – C. Hughes followed up with DC and Region V, they had not heard anything about this. D. Curro and C. Hughes will continue to keep the group updated with any new information.
1. Training and Exercises
* UASI Committee Training & Exercise Plan – J. Huggins said they are in the process of working on an evacuation table top for the future, but he doesn’t think we’ll need to be involved with that as a coalition. Currently planning a kick-off meeting for the evacuation TTX; C. Hughes, J. Huggins, and maybe L. Swank (because she is working on our regional evacuation implementation plan project) will attend if hospital evacuation is going to be involved. Complex coordinated attack TTX is in the works which we will be involved in (see below). Also the group is starting to think of training and exercises for a few years out. J. Huggins will keep everyone informed.
	+ TTX in April – Complex coordinated attack TTX will be April 18th-19th at MITAGS. L. Froat will be attending meeting on 2/14/17 at MEMA as a hospital rep, and J. Huggins will also be there. C. Bowman said anyone is welcome to attend as long as they think it will benefit them. Once the scenario is more built out, J. Huggins and L. Froat will bring it back to the coalition so we can decide who would be best to attend. L. Swank said 4/19 is a radiological symposium for all PHEPS; C. Bowman will keep that in mind. C. Bowman will share registration link when it is available, and C. Hughes will share it with the group.
	+ D. Curro said the naval academy did a full-scale exercise with both hospitals (AA and BWMC), and asked that P. Sherman send any lessons learned from that exercise to L. Froat before meeting tomorrow if it would be helpful
* NDMS Exercise AAR Status Timeline – J. Huggins said still waiting for it from the Feds; want to have this AAR before starting to work on future exercises.
	+ CDP Course - T. Jeffers had no updates. C. Hughes asked about how registration works, T. Jeffers waiting to find out. As a reminder, our region is signed up to attend the course from Nov. 13th-17th 2017. (with travel days the 12th and 18th)
	+ Baltimore Regional IMT – C. Bowman said they are in the process of working with MEMA and other stakeholders to possibly develop a statewide IMT. Had a focus group meeting last month, and hoping to roll out concept at MEMA conference in June. Please keep an eye out for a meeting in March for a call for any suggestions.
1. FFY 14 HPP Regional Grant
* Website – L. Froat said no updates. Slowly but surely filling it out; more to come.
1. FFY 15 HPP (BP4)
* Active Shooter Kits – D. Whyne sent out updated information in an email on Friday 2/10. Facility assessments have been collected. The work group is continuing discussion with Dr. Levy and Dr. Chizmar about kit contents. They suggested a few changes, which are noted in handwriting in green on the handout, and also recommended that we add just-in-time instructions. Drs agreed that chest decompression needles should be included in bags, but sealed separately and marked for use by only trained medical professionals (and not included on the just-in-time instructions). Next steps are to get quotes from vendors, who will assemble and deliver the kits. For education, the work group recommends putting together a slide show and providing train-the-trainer sessions. Maybe some slides can be taken from the national slideset from either Stop The Bleed website or [www.NAEMT.org](http://www.NAEMT.org). On NAEMT site, project is called BCON, and includes a TTT course with printable certificate. We could possibly develop an online training later, as another regional project. H. Gwon added that trauma surgeons could get involved in helping too. C. Hughes brought up concerns from leadership at some facilities, including restocking, training, liability, etc. Group discussed how to present this project to them: perceived liability of not having these, this will be community standard. Dr. Chizmar added that this is similar to CPR/AED use, there are Good Samaritan laws in place. L. Swank said must continue the training regularly, just like CPR/AED training. J. Huggins said it’s important to make sure the bags are identifiable, since lay people are going to be using them. This is something we will be asking vendors about. J. Brothers said Howard Co. already has a sticker to put on AED unit; it’s on the Howard Co Stop The Bleed web page. P. Sherman asked that the vendor include a list of items that are going to expire as well as a list of all items in the kit.
* Evacuation Subgroup – H. Gwon said L. Swank is going to take over for him as chair of this project. Have a meeting with CHHS on 2/14/17. Still looking for others to be on the work group, especially hospital folks because a big part will involve hospital evacuation. Please let L. Swank know if you would like to help. E. Johnson agreed to help.
	+ New Chair=L. Swank
* Strategic Plan for Coalition – C. Hughes has no updates. Waiting for additional feedback from MHA.
* Medical Surge/Crisis Standards of Care – H. Gwon said draft was completed and sent back to Witt O’Brien’s for editing.
* ASPR Performance Measurement Tool – K. Long; This is a standing agenda item; when a workgroup is freed up from other projects they will start work on this.
* Resource Management Plan – C. Hughes sent out the updated version before the January meeting-please update all the versions you have (electronic and hard copies). It was also sent to state agency leads and BUASI group. Updates included contacts, new equipment purchased, updated project descriptions and completed plans. If you have any updates in the future, please keep K. Long and C. Hughes updated so they can be included in the next version.
* AOSR Project– H. Gwon developed an outline and assigned sections to expert workgroup members. Meetings on 2/20 and 2/24 to move forward with creating the first draft.
1. BP5 HPP Application
	* Ebola Grant Regional Funding – D. Whyne sent out a handout about the Ebola group (second page is an article that should have gone with the active shooter handout). Meeting was held on 1/31/17. Contractor is on board as of 2/1/17. Next meeting is Wednesday 2/15/17, and contractor will be running the meeting. Working to plan no-notice drills, one per region per year. The objectives of these drills are to (1) make sure facilities have enough PPE and (2) make sure this information can be relayed using the MEMRAD system (aka FRED, HC Standard).
	* C. Hughes added that the coalition previously agreed and requested that there needs to be training also, not just drills (donning and doffing, etc.). D. Whyne will bring it up at the next meeting. T. Dousa said they have a good PPE course at Bayview that they give regularly.
		+ Ebola Exercise Workgroup met on 1/31/17, and included discussion about objectives of no-notice drills. Representatives were asked to poll their coalition and make a list of any dates between now and May 16th that the group should avoid when scheduling the no-notice drills. Please email K. Long (Kathleen.long@maryland.gov) if you have other dates that should be avoided. The group listed:
			- March 16th (MedStar event)
			- April 11th-13th (ASPR drill)
			- April 18th-19th (UASI TTX)
			- April 25th (MedStar exercise)
	* Application and Status of Projects – K. Long
		+ Water system – K. Long said workgroup meetings are underway. The work group plans to present their recommendations at the March coalition meeting
		+ Recovery Plan – K. Long said CHHS will be the contractor and L. Swank is the lead on this project. Will keep the group updated on progress.
		+ Incident Rehab Pod – K. Long said the workgroup has been formed, and are currently choosing a date for the first meeting.
	* Other Project Ideas
		+ Latest idea was from K. Eshleman – CERC training – Balt. City noticed they have a gap in risk communication. K. Eshleman said they were possibly planning to hold a CERC training, and wanted to bring it up to the coalition group for a possible regional project. L. Swank suggested incorporating radiation risk communication into this if we end up doing it. T. Sapp added that there are in-person training sessions where they film you and play it back, to teach skills for PIOs.
	* Carryover Requests – K. Long said we have received the approval for all our carryover projects. These are the HAM Radio kits, Babypod, other part of Recovery Plan funding, and other part of Active Assailant kit funding.
		+ HAM Radio Project/DVD – C. Webb said the HAM radio operator group in Carroll County has created a DVD. The region received HAM radio kits from DHMH, HAM radio operators decided to make the kits more easily deployable. They created a video instructing how to set up the kits to be a plug n’ play. Cheryl has the DVD and written instructions.
		+ Cost to fix the existing kits, buy new kits if needed. K. Long will update C. Hughes by the end of the week. DHMH will not do the procurement for this project, so need to find someone in the region willing to serve as the fiduciary.
		+ L. Hawthorne said Anne Arundel Co HAM group hosting a free technician class on ¾.
2. Health and Medical UASI Projects – Committee Updates
	* Ambo Buses – J. Brothers said they did a training with their special ops team, testing out telemetry units.
	* Patient Tracking – J. Huggins
		+ Timeline-don’t have one yet, but John and Randy are willing to sit down and talk about it. J. Huggins will ask them to contact C. Hughes.
* Alternate Care Site Cache – C. Bowman said the place holding the ACS cache is no longer going to be available as of end of June, need to plan to have everything removed and placed somewhere by then. Laptops and technology box are in ACS.
	+ Locations – C. Hughes said in the past the group has chosen to keep all the jurisdictions’ caches in the same place, but may not be possible anymore. K. Long and C. Edds will ask about possibly using any space at the DHMH RSS warehouse. We need to start investigating short-term solutions; this may involve splitting everything up temporarily until a larger storage space is found. C. Hughes will send out the dimensions and number of row packs to determine if folks have space. C. Webb will ask about using space at Springfield. Baltimore City was the fiduciary agent for this project originally. J. Huggins said it’s worth figuring out if USAR will assist in moving all the row packs. C. Bowman said he’s not sure yet, but could find some people to help. Will discuss at next meeting. PHEPS will take lead on inquiring in each jurisdiction.
1. THIRA – C. Bowman had no updates.
2. Region III Alternate Care Site and Training Facility at GBMC/Subgroup Report – L. Froat / L.Swank
	* Portable Facility – K. Long for V. Black no updates. Attorney General office, Procurement office, and Office of Capital Planning and Engineering Services are all involved.
3. Triage Tag Report – C. Hughes said 613 tags total. Howard County did not participate. Trends: no arrival time, age, weight, back of tag (vital signs) blank. Next dates 4/3-4/7.
4. Comm/IT Group – T. Jeffers/ L. Swank – Next date 4/25
* Radio Cache Plan Timeline – K. Long spoke with J. Annelli about this. He said the fleet map is done, Maryland First project is underway-still behind schedule but catching up. He is working to put together a group to write the CONOPS right now. He is confident that we will be able to apply for to purchase radios in BP1.
* Discussion about big picture of radio project. Bigger picture about radio project; some radios don’t talk to each other, programmed differently by jurisdiction, etc. T. Jeffers, L. Swank, and K. Long will ask at next Comms group meeting with J. Annelli.
* Report from L. Swank:
	+ Communication Advisory Group recent report:
	+ 1) The MSAT contract has been completed and owners of inoperable MSAT phones should receive a call from the contractor.
	+ 2) The purchase of state facility and health department radios (80 radios for security staff at DHMH state facilities and 2 per health department) should be complete in the next couple of months.
	+ 3) HPP funding will be used to purchase hospital radios (decision of Secretary's office). Previous planning efforts indicated that 11 radios (APX8000) would be purchased for hospitals.
	+ 4) The MD First Fleet Map (assignment of talk groups) was finalized with DoIT in December. Newly purchased radios will need to be programmed and all radios will need testing to ensure proper functioning.
	+ 5) The purchase of hospital radios will probably take place **July 2017** following the completing of the Con Ops/ State Communication Plan.
1. Integrated Public Health and Medical Forum -K. Long said the next Forum is on Monday, February 27th from 9:30-11am. Our own T. Sapp will be presenting about the Girl Scout Cookie Medical Countermeasure Model.
2. Statewide MOU/Legislated Liability Protection - C. Hughes had no updates
* Uniform Emergency Volunteer Health Practitioner Act – L. Swank will send summary to C. Hughes to send out with minutes:
	+ UEVHPA establishes a system whereby healthcare facilities and disaster relief organizations in affected states (working in cooperation with local emergency response agencies) can use registered professionals (health professionals in Maryland would register with MD Responds) to confirm registrants are appropriately licensed and in good-standing.  Properly registered professionals will have their licenses recognized in affected states for the duration of emergency declarations, subject to any limitations or restrictions that host states determine may be necessary.
1. Regional Coordinator Update – K. Long
* CPGs are complete
* HPP Newsletters – K. Long will send out to coalition email list each month (she did this for January).
* Guidance – CMS Standards – will devote more time at next meeting. K. Long and C. Edds asked about this at OP&R. Don’t have much to report back; we were the first coalition to ask, but the discussion is open.
* MSAT Contract Timeline- Contract went through. Contractor (teltronic) will be contacting the facilities that need repairs.
1. State WebEOC – E. Johnson/C. Hughes want to make sure all hospital folks can have access. Hospitals in Anne Arundel have not yet received login information yet. Counties are moving forward. S. Scatliffe is compiling a list of Howard County people.
2. Road ID During Emergencies for Healthcare Workers –J. Huggins has reached out, K. Eshleman working on this in Baltimore City. Both will report back to the group.
3. Coalition Vice Chair – H. Gwon said he will be retiring 3/31. Bob Maloney will be taking his position. C. Hughes said we need to start thinking about who will be the new vice chair.
4. Jurisdictional Roundtable - Senate Bill 903: DHMH establishing guidelines for how to distribute PHEP funding, use factors. C. Hughes will send it out.
5. Next Steps: Next meeting will be March 13th, 10-12.