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

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

1. Introductions: The following individuals were in attendance:

Jenny Ali (Amedysis), Erin Anderson (Howard Co. Health), Tanya Applebee (UM Upper Chesapeake), Shannon Boyer (MACHC), Jimmy Brothers (Howard EMS), Aaron Brown (UM Upper Chesapeake MC), Deb Curro (Anne Arundel Health), John Dulina (MEMA), Corinne Edds (DHMH), Bill Faber (FBI), Loreal Froat (MedStar Franklin Square), Howie Gwon (JHH), Jeff Huggins (MIEMSS), Christina Hughes (MedStar Franklin Square), Andrea Hyatt (UM Faculty Physicians), Tom Jeffers (Carroll Hospital), Kathleen Long (HPP Region III Coordinator), Bob Maloney (JHH), Jennifer Martin (Baltimore City Health), Travis Nelson (MSP), Jocelyn Pope (Bon Secours), Amy Riesner (Sinai), Terry Sapp (Baltimore County Health), Shantu Scatliffe (Howard Co. Health), Patty Sherman (AAMC), Tessa Smith (MIEMSS), Dimitris Stamidis (Mercy), 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 February minutes were approved as submitted.
3. Prophylactic Medication
* First Responder Prophy – D. Curro said she sent the chart of current prophy information to C. Hughes. There was some information missing from city hospitals, so C. Hughes will work with H. Gwon and B. Maloney to get the rest of the information at the City Consortium meeting on Thursday 3/16.
* Anthrax Preparedness Act – D. Curro had no updates
1. Training and Exercises
* UASI Committee Training & Exercise Plan – J. Huggins said they have not met since our last meeting, so no updates
	+ April Event– Did anyone receive the invitation for this event? If you did not receive the invitation and you would like to attend, please let C. Hughes know. Group discussion about who was planning to attend. H. Gwon will be facilitating the medical session of the event.
	+ NDMS Exercise AAR Status Timeline – J. Huggins said J. Donohue has retired from MIEMSS. NDMS liaison duties have been transferred to R. Linthicum, who will continue to follow up on the AAR moving forward.
	+ CDP Course - T. Jeffers said application time will be at the end of the summer for the class we are scheduled for. People should go online to get a FEMA student ID if they plan to attend. November 13-17, 2017 we are scheduled, so we have first priority for registration for those days. If we cannot fill up the class, would open it up to others in the state before nationwide.
	+ Baltimore Regional IMT – C. Hughes said we are awaiting more information; meeting on March 29th, J. Huggins will represent the coalition and will bring it back to us at the April meeting.
1. FFY 14 HPP Regional Grant
* Website – L. Froat said working with K. Long to start up the contract for the hosting/support with the vendor. Things are continuing to be posted and moving forward as time allows.
1. FFY 15 HPP (BP4)
* Active Shooter Kits – K. Long/D. Whyne: K. Long had a call with P. Pearce (JHH) last week, and she is currently working on getting quotes for us. C. Hughes gave brief overview of the project for folks who are unfamiliar. This is something we want to continue to look at for future budget periods.
* Evacuation Subgroup – L. Swank has been meeting with CHHS and will be presenting their progress to the coalition at the April meeting. C. Hughes said there is a conference call scheduled on this topic with the UASI, and we will have representation on the call from the coalition.
* Strategic Plan for Coalition – C. Hughes has no updates; hopeful we will have one in April. MHA still working on logistical items.
* Medical Surge/Crisis Standards of Care – H. Gwon said he received the final document from Witt O’Brien’s a couple weeks ago, it was reviewed, and they were asked to make some changes to the flow chart, which they are working on now and will send over when finished.
* 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 said this was sent out a couple months ago. Any personnel changes please let C. Hughes and K. Long know so it can be included in next version of the document. Feedback has been provided to CHHS so we can have a smoother updating process next year.
* AOSR Project– H. Gwon met with expert work group on 2/24 to present draft document for review (25 pgs) focused on allocation framework. Then had follow up meeting; hope to have document finalized by 4/17, then have a national advisory council meeting planned on 5/9. Probably will have 2 meetings in June: committee on quality council: 1st will be for hospitals to review plan; 2nd will be public health partners; then will go into review. Planned on 3/30 to update H. Haft, S. Adams, and V. Black. H. Gwon will be continuing to work on this project although he will be retiring 3/31.
1. BP5 HPP Application
	* Ebola Grant Regional Funding –
		+ April 11,12,13 there will be a federal exercise – 5 planes coming from Africa with 11 patients total; JHH will take 2 patients.
		+ Ebola Exercise Workgroup: there is a subgroup meeting later this week, and a drill planning meeting on Monday 3/20.
		+ Training Request: Because the no-notice drills have the earliest deadline, they are the priority for now. The training piece was not forgotten, and will be addressed once the drills have been planned.
	* Status of Projects – K. Long
		+ Water system – K. Long said the work group was hoping to give their recommendations today, but are still waiting for a second quote. The work group plans to present their recommendations at the April meeting.
		+ Recovery Plan – K. Long said she and L. Swank have started meeting with CHHS to move this project forward as well.
		+ Incident Rehab Pod – K. Long said MOU has gone out, and J. Brothers said they received it and it is getting all the right signatures at Howard County. J. Brothers said they got all the quotes, and all 3 vendors will be able to deliver in the timeframe that we need.
	* Other Project Ideas – The regional application will likely be due a little earlier this year, so please have any BP1 project ideas to K. Long by the May meeting
		+ Idea from H. Gwon: Crisis standards of care implementation plan
	* 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/T. Jeffers. K. Long said there is a meeting set up for tomorrow (3/14), but will likely have to be rescheduled due to the weather. T. Jeffers still unsure whether Carroll Hospital will be able to serve as fiduciary for this project, but hopes to know soon and will report back.
2. Health and Medical UASI Projects – Committee Updates
	* Ambo Buses – J. Brothers said had practice with the telemetry units; company has come out with two new versions since they were purchased, which is what tends to happen with these electronics. J. Brothers is working on AAR and he will send it when finished.
	* Patient Tracking – J. Huggins has continued to ask and they are working on it; C. Hughes has spoken with her colleague in DC to hear about his experience with using CRISP; C. Hughes and M. Allen were invited to participate in a call to learn more about how CRISP works, drills, etc. There are people in hospitals right now already using CRISP; already being used in DC for family reunification purposes; no additional cost in MD and it has already been approved; we would like to get this moving. There will be a call hopefully at the end of this month; want to have a definitive timeline in place for this from MIEMSS. Don’t believe we can go from an electronic system back to paper, so will continue to work on this. H. Gwon said this use of CRISP seems like a good idea; recommends speaking to the folks who already use the system at each facility.
		+ Timeline-J. Huggins will continue to ask about this; C. Hughes will make an official request to MIEMSS if needed.
* Alternate Care Site Cache – C. Hughes reviewed that USAR warehouse will not be available starting in just a couple months, so at the last meeting the PHEPs were tasked with finding out if there is any storage space in their respective counties.
	+ Locations – C. Hughes/PHEPs: D. Curro said she would be able to take the Anne Arundel Co. portion of the cache; J. Martin said she has not been able to identify any suitable space in the city, but she will be circling back with a few people again; T. Sapp said he can accommodate one county’s cache (could possibly switch things around with the cache that’s currently at the RIII ACS); L. Swank has no space in Harford; E. Anderson said she presented it and contacted people but has not heard back yet, still following up with 2 people and will keep us updated; C. Hughes will check in with C. Webb for Carroll; K. Long said RSS warehouse will not be available, and OP&R does not have other warehouse space in the state. K. Long and C. Edds will follow up at DHMH to find out if there is any suitable space at any state facilities. C. Bowman said we would be able to take the shelving with us. C. Hughes would like to hear back this week with any updates. D. Curro asked about logistics for the actual move, and C. Hughes said that will depend on how many different locations the caches will be transported to. Cache is 26 ropacks plus cots (or roughly 1400 cubic ft is needed for storage).
1. THIRA – C. Bowman: C. Hughes said 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. To review: Attorney General office, Procurement office, and Office of Capital Planning and Engineering Services are all involved. The site at Springfield is ready; just waiting to find out if the vendor will be able to deliver on the contract
3. Triage Tag Initiative – C. Hughes said she spoke with Dr. Chizmar about this initiative. Talking about where to go from here, because results of these drills have been the same for a while and have not improved with more drills. Apr 3-7 are the next dates.
4. Comm/IT Group – T. Jeffers/ L. Swank – Next date 4/25
* Radio Cache Plan Timeline – Set up a time to talk with J. Annelli about it tomorrow (3/14), but likely will have to reschedule due to weather. C. Hughes has asked K. Long to draft an official request from the coalition if necessary.
1. Integrated Public Health and Medical Forum -K. Long said the next Forum is on Monday, March 27th from 9:30-11am. Our own K. Eshleman will be presenting about the Baltimore City dialysis patient transport during winter storm Jonas.
2. Statewide MOU/Legislated Liability Protection - C. Hughes continues to speak with M. Allen about this- will start early next time to try to get this on the legislative agenda. H. Gwon said the Allocation of Scarce Resources project is another reason this needs to be looked at by legislators.
* Uniform Emergency Volunteer Health Practitioner Act – L. Swank unable to attend meeting and will update next time
1. Regional Coordinator Update – K. Long
* Guidance – CMS standards: No updates. Still waiting for interpretive guidelines.
* MSAT Contract Timeline- Contract went through. Contractor (teltronic) will be contacting the facilities that need repairs, and were asked to cc K. Long when they contact facilities. Had our MSAT drill on Thursday, so found some more units that need repairs.
* FOA update:
	+ K. Long said she would recommend taking a look at the FOA if you haven’t already. She can send you the link if needed.
	+ Basically, there are three BP1 deliverables required of all coalitions. These will be reviewed at the Pre-application meeting, but K. Long gave a summary now so we know what to expect in BP1. K. Long has added all these to our ongoing projects list for BP1 for more discussion later.
		- Preparedness Plan: Each coalition will be required to turn in a preparedness plan. K. Long has been reviewing the requirements, and it looks like most or all have been met in previous plans.
		- HVA: Each coalition will be required to complete an HVA annually.
		- Coalition Surge Tool Exercise:
			* C. Hughes had a call with the chairs of other coalitions as well as V. Black and K. Webster about these requirements; she brought up concerns such as how labor-intensive it is to set up a hospital command center for a little/no-notice drill, and how difficult it is to pull hospital executives for this activity; H. Gwon discussed that unplanned exercises can be valuable, but not sure this specific type of exercise would be worth the no-notice aspect.
* Pre-app meeting will be the first week in May. Just finalizing venue, and will let everyone know as soon as possible.
* Bi-monthly call is this Thursday 10:30am. Call-in information will go out in reminder email
1. State WebEOC – E. Johnson/C. Hughes If you have not heard from your EOC about getting on the state system please contact them. Howard Co. is staying on their own system, and S. Scatliffe is continuing to work on the list of people in Howard Co. for access to the state system for health and medical.
2. Road ID During Emergencies for Healthcare Workers –J. Huggins/K. Eshleman
* Travis Nelson from MSP joined us today to speak on this. J. Huggins reached out to him about this issue. T. Nelson said the law is pretty vague on what essential personnel/vehicles are in these situations. AG probably will not be pleased if we try to clarify a law that is intentionally vague; travel restrictions are different than a state of emergency; violation of state law is a criminal offense, as compared to violation of a local law; the officers out patrolling in these situations are more reactive than proactively looking for travelers; what the officer would probably do – ask where they are coming from and where going and to see their hospital ID; essential travel is only going TO the facility vs. going home. H. Gwon brought up that it’s unreasonable to expect hospital employees who have just worked multiple shifts to stay at the facility longer. T. Nelson will send something to the AG office to get more clarity on the law, Gwon and Nelson will plan to speak more about this later this week. T. Sapp spoke about an incident where a delivery of pharmaceuticals for a nursing home was running low. J. Huggins will work to develop a workgroup with T. Nelson and Coalition members.
* J. Martin said Baltimore City is working on a plan for this at the local city level, but continuing the discussion at the regional level is important
1. Coalition Vice Chair – H. Gwon said he hopes everyone has valued having a vice chair position to move the large coalition projects along, and hopes that someone will take his place.
* H. Gwon presented with a certificate of appreciation for his time serving the coalition. Howie’s work over the years has been extremely valuable to the coalition, and he will be missed. (Although he will be sticking around to continue working on some projects, which we are very happy about.) Congratulations on your retirement Howie!
1. Jurisdictional Roundtable – D Curro said MEMA conference looking for a cyber security presenter, send her an email if interested.
2. Next Steps
	* April meeting April 10th; Loreal will chair.