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

***May 8, 2017 (10 AM to 12 PM)***

1. Introductions: The following individuals were in attendance:

Jenny Ali (MNCHA/Amedysis), Erin Anderson (Howard County Health), Matt Ansel (Bon Secours), Jessica Bangel (Anne Arundel Health), Shannon Boyer (MACHC), Jimmy Brothers (Howard EMS), Kevin Cleary (OEM), Deb Curro (Anne Arundel Health), Steve Davis (BUASI), Ty Davis (Saint Agnes), Todd Dousa (Hopkins Bayview), Corinne Edds (DHMH), Jim Epps, Kim Eshleman (Baltimore City Health), Loreal Froat (MedStar Franklin Square), Josh Fuss (Carroll County Health), Karen Goodison (UCHC), Brian Gray (MedStar Harbor), Christian Griffin (Baltimore Co Fire), Les Hawthorne (MCAC), Jeff Huggins (MIEMSS), Christina Hughes (MedStar Franklin Square), Andrea Hyatt (Univ. of Maryland), Tom Jeffers (Carroll Hospital), Eddie Johnson (MedStar Good Sam/Union Mem), Kathleen Long (HPP Region III Coordinator), Deb Macy (Baltimore FBI), Bob Maloney (JHH), Jennifer Martin (Baltimore City Health), Rachel Merling (BWMC), Amy Myers (UCH), Karen Nawrocki (MNCHA/Elizabeth Cooney Care Network), Tom Parks (Anne Arundel Co Fire), Amy Riesner (Sinai), Terry Sapp (Baltimore County Health), Craig Savageau (UMMC), Debbie Saylor (Anne Arundel Health), Shantu Scatliffe (Howard Co. Health), Patty Sherman (AAMC), Michelle Tauson (GBMC), Rob Vaccaro (Anne Arundel Co Fire), Cheryl Webb (Carroll County Health), Dianne Whyne (Hopkins CEPAR), Curtis Wiggins (Carroll EMS), Jim Wilkison (Anne Arundel Co 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 April minutes were approved as submitted.
3. Prophylactic Medication

* First Responder Prophy – D. Curro – At the pre-application meeting approached DHMH about prescription program, and they will look into that for us.
* Anthrax Preparedness Act – D. Curro – no updates

1. Training and Exercises

* UASI Committee Training & Exercise Plan – J. Huggins said group has not met since last meeting
  + April Event Recap – C. Hughes asked for thoughts/comments on event. Didn’t have representation from everyone. A realistic, specific scenario was presented. They were very diligent about note-taking and we expect a good report to come from this, which will be provided to everyone. Would like to spend some time at one of these meetings to discuss the report when it’s finished; a long list of improvements was identified during the event.
  + NDMS Exercise AAR Status Timeline – J. Huggins talked to R. Linthicum, who said the AAR is still being held up by VA leadership, no date for release yet
  + CDP Course - T. Jeffers will be sending out a save the date and registration process information soon; the leadership course has 60 spots, HERT class has 40 spots. As a reminder, the Region is scheduled to attend the course from Nov. 13th-17th 2017. (with travel days the 12th and 18th). Federally-funded training center offering preparedness courses – travel and course covered; all your facility needs to cover is your time.
  + Baltimore Regional IMT – C. Hughes/J. Huggins – There have been no follow up meetings since our last meeting. Still working through issues related to liability for non-government employees.
  + Regional Exercise – C. Hughes for J. Pope – Opened up for discussion about the need for a full-scale regional exercise. C. Hughes said Region V does this each year. C. Savageau related this back to the new CMS requirements – idea to keep this in the minutes to continue to work on it. The group is asked to go over the wording from CMS more closely. Discussion about how to meet the new requirements – very difficult because interpretive guidelines have not been released yet. A work group will be formed to look closer into the requirements and discuss what the coalition can do. Volunteers for subcommittee: B. Maloney, C. Savageau, M. Tauson, D. Whyne, P. Sherman, D. Saylor, S. Boyer, S. Davis, A. Hyatt, T. Sapp. K. Long will assist with setting up a call within the next week or two. Next the group discussed the need for funding; which is a challenge. For the current year, could leverage already existing exercises. Ideas: LBSS (local bulk shipment site) SNS distribution exercise Oct. 21st (girl scout cookies); at least 4 jurisdictions will participate; can look at involving chempack too. General conclusions: form work group; everyone read the requirements more closely in the meantime, and we will use more time at next meeting for discussion.

1. FFY 14 HPP Regional Grant

* Website – L. Froat – The work group is currently working with the contractor to do some updates and get technical assistance for the website – we have 4 hours per month to use.
* Comment - K. Eshleman has been looking for a way to hear about what other exercises are going on in the region – maybe this would be a good use for the website? Also, MEMA keeps a master calendar on their website.

1. FFY 15 HPP (BP4)

* Active Shooter Kits – K. Long/D. Whyne said group is meeting tomorrow to choose vendor and get more exact quote. Likely will not be able to fulfill all requests fully, but the work group will make sure to divide up the kits as fairly as possible, and taking the requests into account. D. Macy from FBI asked for more information about the project – FBI might be able to help with the education piece. Let K. Long know if anyone would like kits but did not request them before. Has this been presented at a MACHO meeting? Cheryl will talk to her Health Officer to find out how to get this item on the agenda – J. Brothers said he thinks this was presented before by Dr. Levy maybe 2 years ago.
* Evacuation Subgroup – C. Hughes for L. Swank: Plan has been completed. Now the contractor is working on helping us to prepare for the upcoming required Evacuation/Surge drills required by ASPR annually in the next budget cycle.
* Strategic Plan for Coalition – C. Hughes talked with M. Allen at MHA – have completed their research; MHA and DHMH are discussing things about what grant administration will look like going forward.
* Medical Surge/Crisis Standards of Care – C. Hughes received final document from Witt O’Brien’s. Need to make sure we were given the final draft of plan – will send the final version out to the coalition soon.
* 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 – E. Anderson/K. Long said the group met for the first time last week. First order of business is to make all the updates to the different lists in the plan. (vehicles, moulage-trained personnel, etc.) CHHS will be dividing everything they need up by facility, and you will be asked to confirm or make changes. They will be sending these out soon, so look out for them.
* AOSR Project– C. Hughes said sub group met again at the end of April. There is an all-day meeting tomorrow for expert work group and others; then there will be presentations in the summer (June) for hospitals and public health to give comments on draft plan. Had a meeting with Dr. Haft and S. Adams which went well.

1. BP5 HPP Award – C. Hughes/K. Long
   * Ebola Grant Regional Funding
     + Ebola Exercise Workgroup – K. Long said the no-notice drill for our region was on Thursday. AAR is in the works, but still have to drill the remaining 2 regions.
     + Training Request – K. Long said once the no-notice drills are complete for this year the group will move on to talk about training.
   * Status of Projects – K. Long
     + Water system – K. Long said group is very close to putting the order in; just waiting to find out delivery/storage location. Next will be working on SOP, so may ask for feedback from the region on that as well.
     + Recovery Plan – L. Swank and CHHS contractors working on it, and there will be a presentation at June’s meeting.
     + Incident Rehab Pod – K. Long said the MOU is fully executed. J. Brothers said the bids closed on Friday, and each vendor will be able to get everything done in time.
   * Carryover Requests –
     + HAM Radio Project/DVD – K. Long said survey was sent out on Wednesday. Please complete it by this Friday, May 12th.
2. BP1 HPP Application – K. Long – Application is due earlier this year, so need to have a good list of projects. K. Long will send this current list out by email, and ask for more ideas. Then, K. Long will follow up with project leads to determine a ballpark budget for each project. If voting is necessary, it will be sent out by email and will be due about a week before the June coalition meeting. Please watch your email, as some of these deadlines will be quick. List of current project ideas:
   * Expired first responder prophy disposal
   * 700/800 Mhz radio purchase
   * CDC CERC training
   * Online training module/video for Active Assailant Kits
   * Recovery workshop
   * Heaters and office supplies for ACS
   * HVA
   * Preparedness Plan
   * Coalition Surge Tool Exercise
   * Cartridges for new hoods
   * RMP update
   * Implement/Operationalize med surge plan
   * Website sustainment
   * National Coalition Conference Attendance
   * Storage of ACS cache?
   * More Assailant kits
   * Regional exercise
   * Rad planning – equipment? Training?
   * Address vulnerable populations in the plans we already have
3. Health and Medical UASI Projects – Committee Updates
   * Ambo Buses – J. Brothers/ T. Parks 4/25 telemetry spring training, looking to update these systems; both MABs participated at EPLEX BWI exercise and went well
   * Patient Tracking – J. Huggins no updates; C. Hughes said time for formal request to MIEMSS
     + Timeline-unknown
     + Group discussion about patient tracking in general: MTA bus crash – was there a MIEMSS rep at scene? Still using pencil/paper, but have phone app now that can scan barcodes. Discussion between B. Maloney and J. Huggins about general MIEMSS procedures. Cannot go from electronic patient tracking system to nothing; will make formal request. MHA has also been engaged to see about integrating CRISP to help with patient tracking.

* Alternate Care Site Cache – Anne Arundel Co. can accept their cache, Baltimore Co. can accept one cache, Carroll Co. can accept their cache, Howard Co. has not found space yet, Baltimore City has not found space, Harford Co. has not found space. There was a call last week with S. Davis and D. Brown from Carroll Co. – there is a preliminary offer to store ACS cache at a warehouse in Carroll County. So, could have caches separated by county if they are able to keep it, or keep it all together as before. Brief discussion about keeping the cache together vs. separating them – There are pros and cons for both. Might get some assistance in moving the items from the current warehouse. Currently measuring possible new site in Carroll Co, and getting the dimensions of the door to see if forklift will fit. Will have more specific information soon about the possible new facility.

1. THIRA – S. Davis – Looking at possibly doing workshops again, which will be in the fall. More to come.
2. FY 17 UASI Application – C. Hughes submitted application on time for MABs for both AA and Howard Counties, 50k each.
3. Region III Alternate Care Site and Training Facility at GBMC– C. Hughes: Have learned from GBMC and OP&R that the hospital is investigating what would be required to decommission the ACS – C. Hughes was told that it would become a fitness/rehab center. Dr. Haft has been engaged and there will be a facility walkthrough on 5/17. Group discussion on other options. Estimate of HPP funds put in to this site (physical assets, infrastructure, and plans) is $1,043,000.
   * Portable Facility – K. Long for V. Black: no updates – site is ready, waiting to find out if vendor can deliver asset. C. Webb asked for more information; K. Long to notify V. Black that and C. Webb would like to speak about this.
4. Triage Tag Summary – C. Hughes – Didn’t receive any tags from Carroll or Howard Counties; Received 337 tags total. Major trends: back of tags blank, no age, no times. Trends remain the same as they have been in the past. Next dates are set for July 3rd-7th.
5. Comm/IT Group – T. Jeffers/ C. Hughes for L. Swank – Had a meeting on 4/25. Maryland First project is moving forward, and DoIT is working on the approval process for code plugs. MSAT phones are being repaired, and a continual maintenance agreement is also in the works so there is not a lapse in repair contracts again. The DHMH Communications plan was distributed to the work group for comment; L. Swank compared it to our Region III Communications/Information Sharing plan and sent her comments along to J. Annelli at DHMH. OP&R has created an MSAT training video and hopes to distribute it soon.

* Radio Cache Plan Timeline – No updates

1. Integrated Public Health and Medical Forum -K. Long said the next Forum is on Monday 5/22, from 9:30-11am, and it will be about the Coalition Evacuation/Surge drill (new annual requirement from FOA).
2. Statewide MOU/Legislated Liability Protection - C. Hughes said continuing to work on this with MHA

* Uniform Emergency Volunteer Health Practitioner Act – L. Swank no updates

1. Regional Coordinator Update – K. Long

* Guidance – CMS Standards – C. Hughes asked again for OP&R to provide a position statement. K. Long stated OP&R really does not have more information about the new CMS standards than the coalition does. Looking for the interpretive guidelines to figure out how to provide guidance for this. Working to figure out how OHCQ fits into this as well.
* MSAT Contract Follow Up - The Teltronic contractor has been working through the facilities pretty quickly. Please let K. Long know if there are any issues or questions.
* Pre-app Meeting Recap: Evaluation was sent out on Friday. Please fill out or email K. Long or C. Edds to let OP&R know what you thought of the meeting and what we can improve for future meetings.
* Bi-monthly call: Thursday 5/18: will be about applications.

1. State WebEOC – E. Johnson/C. Hughes – have not had a meeting since our last meeting, so no updates.
2. Road ID During Emergencies for Healthcare Workers – J. Huggins/K. Eshleman – will set up meeting with Travis at MSP. K. Eshleman said moving forward with it at the city level, with support of the Health Officer.
3. Coalition Vice Chair – Please contact C. Hughes by end of the month if you would officially like to be considered for the Vice Chair position.
4. Jurisdictional Roundtable
5. Next Steps: Next meeting will be 6/12/17 same time, same place.