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

***July 10, 2017 (10 AM to 12 PM)***

1. Introductions: The following individuals were in attendance:

Jenny Ali (MNCHA/Amedysis), Giselle Bonilla (Howard County Health), Shannon Boyer (MACHC), Nicole Brown (MDH OP&R), Ellen Cornelius (CHHS), Steve Davis (BUASI), Todd Dousa (Hopkins Bayview), John Dulina (MEMA), Jennifer Greene (Baltimore County Health), Kim Eshleman (Baltimore City Health), Loreal Froat (MedStar Franklin Square), Josh Fuss (Carroll County Health), Trisha Hewitt (Howard Co Health), Tyler Hoblitzell (CHHS), Jeff Huggins (MIEMSS), Christina Hughes (MedStar Franklin Square), Andrea Hyatt (Univ. of Maryland), Tom Jeffers (Carroll Hospital), Eddie Johnson (MedStar Good Sam/Union Mem), Tim Lebo (Spring Grove), Kathleen Long (HPP Region III Coordinator), Chelsea Loy-Bates (MDH OP&R), Deborah Macy (Baltimore FBI), Bob Maloney (JHH), Jennifer Martin (Baltimore City Health), Gene Mellin (Howard Co General), Rachel Merling (BWMC), Stan Mezewski (BWMC), Iris Mielke (Springfield), Amy Myers (UCH), Penny Pearce (JHH), Jocelyn Pope (Bon Secours), Amy Riesner (Sinai), Craig Savageau (UMMC), Debbie Saylor (Anne Arundel Health), Shantu Scatliffe (Howard Co. Health), Patty Sherman (AAMC), Dimitris Stamidis (Mercy), Lisa Swank (Harford Co Health), Rob Vaccaro (Anne Arundel Co Fire), 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. Presentation: CHHS Contractors E. Cornelius and T. Hoblitzell with L. Swank presented a summary of the Region III Recovery Plan. Slides were sent out by email on Friday 7/7. The draft plan is almost complete, and a period for coalition comments will be from August 1st–14th. The contractor will then deliver the final plan by August 28th. Group discussion focused on how health and medical fits into current UASI recovery planning efforts. Comments and discussion will be taken into account, and S. Davis will follow up with folks working on recovery planning in Howard County to help ensure the recovery plans fit together.

1. Review of Minutes: C. Hughes welcomed everyone and the June minutes were approved as submitted.
2. Prophylactic Medication

* First Responder Prophy – D. Curro no updates
* Anthrax Preparedness Act – D. Curro no updates

1. Training and Exercises

* UASI Committee Training & Exercise Plan – J. Huggins – C. Hughes and J. Huggins attended a recent meeting for this group. The group is in the midst of reinvigorating: they are developing a multi-year plan which will drive what the committee works on over the next few years.
  + - JCTAWS Follow-up – C. Hughes said there were several follow-up items for the coalition group, and hoping the report will focus on follow-up items and deliverables.
  + NDMS Exercise AAR Status Timeline – C. Hughes has followed up with her contact at the VA again, but has not heard back recently. J. Huggins said he has heard that it’s still hung up at the VA at the federal level.
  + CDP Course - T. Jeffers sent an email to the group on 6/13 asking folks to email him if they were interested in attending one of these courses. T. Jeffers said he has received a lot of responses, and may have to keep a wait list for one of the classes. There seems to be very good representation so far of different facilities and positions.
  + CDP Coalition Course – K. Long said she asked the Region V coordinator about the application process for this course. There is a short application that details which coalition members should represent the coalition: 9 members total, including 2 from hospitals, 2 from EMS, 2 from EMA, 2 from public health, and one more person from any category, and at least one representative must be a doctor or nurse. The due date for the last class this year is July 24th, but it is expected to be offered in future years. The coalition can apply if there is enough interest to attend, and someone willing to be the organizer.
  + Statewide IMT – J. Huggins talked to Brian at MEMA about this recently – the next step is to find out a level of interest from hospitals or other non-governmental entities. C. Hughes said a list of interested people was created recently, and that can be used. J. Huggins will arrange for a meeting.
  + Regional Exercise – B. Maloney/K. Long said the group met two weeks ago, and plan to meet again with OHCQ represented. The group has decided that each county will take on the responsibility of providing opportunities for hospitals or smaller facilities to complete their community-based exercises for this year (ending in November), and then in the following years the coalition will work to include as many types of facilities as possible in the annual functional exercise.

1. FFY 15 HPP (BP4)

* Active Shooter Kits – K. Long/D. Whyne – The kits are currently being delivered. Education piece is still uncertain, and the work group will be reviewing the YouTube video training developed by the vendor. Please do not complete the roll-out of these kits at your facility until it can be determined if this training is sufficient.
* Evacuation Subgroup – L. Swank said plan is complete and documents will be sent out to the group.
* Strategic Plan for Coalition – C. Hughes sent out a calendar invite to previous group members for an upcoming meeting at the end of July
* 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 she and the contractor both reached out to everyone again regarding their updates. This does not take very long; please complete this as soon as possible if you have not already.
* AOSR Project– C. Hughes said this group is continuing to meet. There was a meeting on June 14th at MHA for hospital reps to comment on the plan, and there will be another on July 14th to collect comments from public health.

1. BP5 HPP Award – C. Hughes/K. Long
   * Ebola Grant Regional Funding
     + Ebola Exercise Workgroup – K. Long said the group had an AAR meeting from the no-notice drills. This coming budget period, the no-notice drills will happen again, as well as a table-top exercise. As part of that exercise, the contractor will hold a meeting with each coalition to determine the main objectives for each TTX, which will take place during/instead of our August coalition meeting. The TTX will take place at the Region III annual fall conference, which will be on Friday, October 13th.
     + Training Request – K. Long said she brought this up at the last meeting, and the work group was receptive to working on this request. She and the other Region III representatives will continue to ask about this.
   * Status of Projects – K. Long
     + Recovery Plan – L. Swank – (presentation at the beginning of this meeting covered all updates)
     + Incident Rehab Pod –J. Brothers – K. Long said the work is underway and this will be done on time.
     + Water filtration – K. Long said system has been ordered, and will be delivered later this summer. The next step is to schedule the training session for the set-up and operation of the system. Once we have a couple date choices from the vendor, K. Long will send out an email to find out which time is best for the region.
     + Website – L. Froat – Still working with the vendor to make updates and create user names for coalition members
   * Carryover Requests – K. Long
     + HAM Radio Project/DVD – C. Webb/T. Jeffers said the parts for the 38 requested kits have been ordered and are being delivered. K. Long said the blank DVDs have been purchased and she will work to copy the training video onto them. T. Jeffers was able to purchase a laptop for each kit.
2. BP1 HPP Application – K. Long said the application was turned in before the deadline on June 30th.
   * Fund donation – Two facilities chose to donate their funds to the coalition (St. Agnes and UMMC). Because of this extra funding, additions to the regional application included a radiation portal for the region and funding for a venue for a CERC training. The only project from the list not funded is the national conference attendance, but if you would like to go and need funding please email C. Hughes and K. Long.
3. Health and Medical UASI Projects – Committee Updates
   * Ambo Buses – J. Brothers/ T. Parks – no updates
   * Patient Tracking – J. Huggins –
     + Updates - C. Hughes said she was told it is reasonable to expect quarterly updates on this ongoing project.
     + CRISP – still exploring its use for family reunification with MHA.
     + EWRAPS – J. Huggins said according to their analysis, these had not been used in months, so the cell service to them has been turned off. They can still work if they are hard-wired to an internet connection.
     + The group continued discussion briefly on the status of the electronic patient tracking.

* Alternate Care Site Cache –
  + Re-location is done – 2 portions to Carroll County, 3 portions to JH Bayview warehouse. Any items being delivered to replace expired items are being delivered to Carroll County
  + Designated Caches? – discussion: Bayview-Anne Arundel, Harford, Balt City; Carroll-Howard, Carroll; Balt County cache is still at ACS

1. THIRA – S. Davis said workshops will be done next year.
2. FY 17 UASI Application – C. Hughes said we have been awarded funds for sustainment of ambo buses.
3. Region III Alternate Care Site and Training Facility at GBMC– C. Hughes said the power-point presentation was turned in to the leadership at GBMC, but no confirmation of receipt through official channels. Awaiting word back from GBMC on next steps, after they receive the total cost to decommission site from OP&R. C. Hughes has spoken with V. Black, who is reaching out to ASPR for guidance on this.
   * Portable Facility – K. Long for V. Black: no updates – site is ready, waiting to find out if vendor can deliver asset.
4. Triage Tag Days – C. Hughes said to send her the data from July 3rd and 7th triage tag days by July 28th, and a summary will be presented at the next meeting.
5. Comm/IT Group – T. Jeffers/ L. Swank – Next meeting is on 7/25.

* Radio Cache Plan Timeline – No updates. We have applied for funds for this project.

1. Integrated Public Health and Medical Forum -K. Long said the next Forum is on Monday 7/24, from 9:30-11am. N. Brown said the speaker will be from the Board of Morticians.
2. Statewide MOU/Legislated Liability Protection - C. Hughes still working ahead with M. Allen to get this into legislative session

* Uniform Emergency Volunteer Health Practitioner Act – L. Swank no updates; this will be kept as a standing agenda item for any future updates.

1. Regional Coordinator Update – K. Long

* Guidance – CMS Standards – No updates
* MSAT Contract Follow Up – During the last MSAT drill we found a few MSAT units that need repair, so the tech will be sent out again.
* MSAT Exercise Dates 2018 – Like last year, K. Long will send out a couple choices for dates by email and the group will decide. These need to be scheduled soon so that folks can reserve their conference rooms with the MSAT unit.
* The next Bi-monthly call will take place on Thursday, July 20th at 10:30am.
* As your BP5 inventory is delivered, please let K. Long know so that she can come place inventory stickers on the items.

1. State WebEOC – E. Johnson/C. Hughes – All jurisdictions are on the state system, and Annapolis and Howard Co are being integrated. Asked hospitals in each county about their status; some facilities are not registered yet into the state system – in these cases the PHEP from those counties will help to facilitate.
2. Road ID during Emergencies for Healthcare Workers – J. Huggins/K. Eshleman – J. Huggins is working to set up a meeting with Travis from MSP. K. Eshleman will share what the City develops.
3. Coalition Vice Chair – C. Hughes asks that if anyone is interested in the vice chair position, please send her an official email. Would like to send out the list of names for a vote soon.
4. Jurisdictional Roundtable
5. Next Steps: Next meeting will be a webinar on 8/14/17 starting at 10:00am, for Ebola TTX discussion with contractor. K. Long will send call-in information as soon as it is available.