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

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

1. Introductions: The following individuals were in attendance:

Cindy Anderson (MedStar VNA), Erin Anderson (Howard County Health), Shane Anderson (UMMC), Kiril Apostolov (Baltimore Medical System), Jessica Bangel (Anne Arundel Co Health), Akua Boatema (MDH OP&R), Giselle Bonilla (Howard Co Health), Shannon Boyer (MACHC), Mary Brown (JHH), Dave Bycoffe (Balt County Fire), Tim Chizmar (MIEMSS Reg III Med Director), Deb Curro (Anne Arundel Co Health), John Dulina (MEMA), Corinne Edds (MDH OP&R), Aaron Edwards (Annapolis), Mark Fox (MOEM), Loreal Froat (MedStar Franklin Square), Josh Fuss (Carroll County Health), Karen Goodison (UCH), Jeff Hagen (Sheppard Pratt), Trisha Hewitt (Howard Co Health), Martha Hill (Sinai), Jeff Huggins (MIEMSS), Christina Hughes (MedStar Franklin Square), Andrea Hyatt (Univ. of Maryland), Dawn Ivancik (VA), Tom Jeffers (Carroll Hospital), Muskaan Khosla (Bloomberg School of Public Health, Judy Lapinski (MACHC), Kathleen Long (HPP Region III Coordinator), Deb Macy (Baltimore FBI), Elise Major Whiteford (MOEM), Bob Maloney (JHH), Iris Mielke (Springfield), Travis Nelson (MSP), Karen Nawrocki (MNCHA/Elizabeth Cooney Care Network), Mike O’Connell (MIEMSS), James Ornellas (St. Agnes), Penny Pearce (JHH), Jocelyn Pope (Bon Secours), Terry Sapp (Baltimore Co Health), Craig Savageau (UMMC), Debbie Saylor (Anne Arundel County Health), Shantu Scatliffe (Howard Co Health), Patty Sherman (AAMC), Chris Simon (Independent Dialysis Foundation), Shannon Snyder (Balt City Health), Brittany Spies (MIEMSS), Dimitris Stamidis (Mercy), Lisa Swank (Harford Co Health), Cheryl Webb (Carroll Co Health), Curtis Wiggins (Carroll EMS), Ericka Wylie-Chambers (Northwest/Levindale)

1. Road ID During Emergencies for Healthcare Workers – Travis Nelson, MSP –
* Discussion of road ID for healthcare workers – law is vague to provide flexibility based on what the type of emergency is, and different emergencies call for different emergency essential personnel
* C. Hughes said from the hospital perspective, dealing with incidents has changed over the years – in the past, have coordinated 4wd vehicles, but now mostly staff comes early and sleeps at the facility or doesn’t leave after shift if roads are too dangerous
* T. Nelson said he thinks hospital IDs should be enough, but others in the group pointed out that they were not enough and has been an issue in the past
* Group thinks this is an attainable goal to continue to work together and work out a plan in the future for this – T. Sapp has volunteered to help with this – If you’re interested in helping, please email T. Sapp and K. Long. (D. Saylor volunteered during meeting)
1. Membership: Introductions were made and the roster was circulated. Please send roster changes to C. Hughes and K. Long.

1. Review of Minutes: C. Hughes welcomed everyone and the December 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 said there is an upcoming training and exercise work group meeting on January 26th and we will have representation from the Coalition in attendance
		+ JCTAWS Follow-up – Large number of after-action items and are continuing to put together a group to work through the improvement plan – we have two volunteers so far; please email K. Long to volunteer for the group. Meetings would be by conference call, and an action plan has already been created, so the group is needed to put the action plan into place.
	* Statewide IMT – J. Huggins – The team is in the process of reviewing applications. Even though deadline passed it is still possibly to apply – group will continue to discuss what the best way to move forward is; Getting a group together and then all applying, or applying individually now. J. Dulina and J. Huggins will follow up.
	* Regional Exercise (Surge) – B. Maloney/K. Long
		+ Presentation – L. Swank and B. Maloney
			- Work group structure – B. Maloney taking point on exercise planning, and L. Swank focusing on workshop.
			- Have distributed (hard copy and by email) two information sheets about the exercise
			- Workshop scheduled for 4/30 – Currently putting down deposit for workshop, and K. Long will send out calendar save-the-date once finalized
			- Every member of the coalition will be involved in this exercise, 2 will be evacuation hospitals and everyone else will be answering the phone to take patients from the evacuation hospitals. JHH will be one of the evacuating hospitals, so looking for one other hospital to volunteer. Keep in mind that this is the first year, and there will likely be more notice than in future years, so there are advantages to volunteering early. (Reminder: No patients will be moved, this is a TTX/functional exercise only)
			- Work group will continue to discuss which other partners will need to be at the workshop
	* MCAC Tour and follow-up– C. Hughes
		+ Health Position – Alex Cardella starting today at MCAC – will be added to our list and hopefully will participate in meetings as well
		+ Fusion Liaison Officer Program – Had one volunteer for this at the last meeting so trying to move forward. If anyone else is interested let C. Hughes or K. Long know.
		+ MCAC is still interested in partnering with facilities to view hospital surveillance cameras
	* Maryland Emergency Management Association Symposium – D. Saylor – Symposium in May 5/30-6/2 – D. Saylor has been asked to find speakers for Puerto Rico supply chain and Flint water crisis topics, so if anyone has suggestions on who to ask to speak please email D. Saylor
2. FFY 15 HPP (BP4)
* Strategic Plan for Coalition – C. Hughes no updates
* Resource Management Plan – E.Anderson/C. Hughes – RMP has been distributed, please update all electronic and hard copies – are always working on the next update, so please email K. Long and E. Anderson with any updates (personnel, etc.)
* AOSR Project– C. Edds – C. Hughes spoke with V. Black about this during call last week. Due to personnel changes at MDH the plan has not been reviewed higher than at OP&R, but V. Black will be meeting with Dr. Haft later this week and will bring it up and report back to C. Hughes.
1. BP5 HPP Award – C. Hughes/K. Long
	* Ebola Grant Regional Funding
		+ Training Request – Regional Needs – A. Boatema – here to discuss and get ideas for how a training program would look like that would help facilities the most
			- Sinai is working on alternative ways to keep employees trained - NIH has a new game system online that they are exploring
			- MedStar does continual training for all-hazards, but the Ebola PPE is slightly different and requires frequent refresher
			- Facilities are having trouble getting to everyone often enough because of turnover and shift overlap
			- PPE donning and doffing is the main issue
			- Chief O’Connell is on contract with the Ebola and HID program with MIEMSS, he will report back about the new CDP course when he returns
			- Craig Savageau said JHH is the regional treatment center, is there a way to work with that group to get some training
			- Discussion of difference between pre-hospital and in-hospital care are different in terms of PPE – might be opportunities to work on this piece of it too – Chief O’Connell is currently working on this and there will be further discussions
			- Akua will call C. Hughes after the NETEC training, and we will keep on top of this.
	* Status of Projects – K. Long
		+ Incident Rehab Pod –J. Brothers – no updates – K. Long will follow up with J. Brothers
		+ Water filtration – K. Long – System has been delivered to Baltimore County. K. Long is in contact with the vendor to schedule the training session. Heard from two facilities willing to host, so K. Long will follow up with them with some date options
		+ Website – L. Froat - invitations for website login credentials were sent out and it appears that they worked this time. If you did not receive an invitation and believe you should have, please email L. Froat and she will send or re-send. Link to Coalition website: <https://www.mdregion3hmc.org/>
	* HAM Radio Project/DVD – T. Jeffers – will be sending out an email to folks who need to pick up their kits – 14 have been distributed so far.
2. BP1 HPP Application Feedback – K. Long
	* Project Workgroups – K. Long
		+ Vulnerable populations group has started meeting and is working to get bids from contractors
		+ HVA – T. Jeffers and C. Webb are beginning to work on this
		+ Radios – Before order is placed, need to figure out order of programming – it appears that both local radio shops and MD FiRST want to program clean radios, but we can’t have both.
		+ Active Assailant Kit Request – K. Long will send out later today or tomorrow. Like last year, we have limited funding, so will take all requests into account and distribute as fairly as possible.
		+ RFP Progress – P. Pearce and K. Long working on this together
		+ Ventilator Maintenance – C. Hughes
			- Biomed Rep for Coalition? – regionally purchased vent maintenance is significantly more expensive because this is the 6-year PM. Last time, the group was asked to find out from facilities/CE folks if they are able to PM other CareFusion ventilators. Several facilities have these vents worked into the regular PM cycle at their facility.
3. Health and Medical UASI Projects – Committee Updates
	* Ambo Buses – J. Brothers/ T. Parks – No updates
	* Patient Tracking – J. Huggins
		+ Updates RFP is as it stands and does not include patient tracking as a requirement
		+ CRISP – C. Hughes – meeting occurred between regional chairs, K. Webster, DHR representative, and D. Simon from MHA to discuss putting this into place – will continue to work on it and keep the group posted
	* Alternate Care Site Cache – D. Saylor
		+ Re-location/restock – everything is out of the Baltimore City fire warehouse to load up the last 3 pallets of linen kits and syringes – everything is now at Carroll warehouse, so will schedule another warehouse day in the next week or two to integrate the new items into the caches
4. THIRA – S. Davis – no updates

12. Region III Alternate Care Site and Training Facility at GBMC– C. Hughes – nothing additional to update from last month, have not yet received letter of commitment from GBMC yet

* Portable Facility – K. Long for V. Black – C. Hughes talked with V. Black about the portable facility – V. Black visited it, and HVAC and power not installed yet, and it currently has a dirt floor – GBMC was going to supply some of these things so when the site moved the issues were not worked out. Coalition and MDH will work to solve these issues so the coalition can use the site for storage.
1. Triage Tag Days– C. Hughes - occurred in January – due Jan 26th and will report out at Feb meeting
2. Comm/IT Group – T. Jeffers/ L. Swank – no updates
3. Integrated Public Health and Medical Forum -K. Long – Next Forum will take place on Monday, January 22nd at 9:30am. Since not everyone on the coalition list receives the emails for this, K. Long will forward them to the coalition list like she does the monthly HPP newsletters
4. Statewide MOU/Legislated Liability Protection - C. Hughes met with VP of gvmt affairs from MedStar, and would like to work with MHA to bring this up
* Uniform Emergency Volunteer Health Practitioner Act – L. Swank no updates
1. Regional Coordinator Update – K. Long
* Guidance – CMS Standards – C. Edds continues to bring this up at OP&R
* MSAT Contract Follow Up – Contract is still not fully executed. K. Long is keeping the 4 facilities that need repairs updated on progress.
* MERC Storage – K. Long spoke with T. Lebo about this last week. One possible option is to store this in the portable facility, but above listed issues with portable facility need to be worked out first.
* EmPOWER Review – site was down for maintenance for the past few days, so will review data in the future.
1. State WebEOC – C. Hughes – had a talk with W. Melville about the Region III H&M Coalition board
	* Everyone should have been moved over to the state system by now and have access to the coalition board.
	* Next step is to exercise on the board with everyone playing
	* Should the coalition folks be added to the monthly WebEOC drills sent out by MEMA? J. Dulina will ask about this and report back
2. CHEMPACK Changes/work plan – C. Hughes/ C. Edds – equipment needs to treat 1,000 patients – would like to get feedback from OP&R and CDC with suggestions about what to do about this. C. Edds had discussion with SNS/CRI staff about this, but will need to follow up again.
	* EMS Supplies –J. Huggins – still waiting on definitive numbers expired vs. non-expired. Want to get a good baseline for what is out there, so still working on that
	* Duodotes – will be an agenda item on the bi-monthly call on 1/18
3. Visitor Policies/Violence – C. Hughes said this is something they are working on at MedStar – how to better collect and share the information on visitors with a history of violence at the facility. Would like to continue discussing this with other facilities and what they do about this.
4. Expiring PPE and Supplies , Plan for Future – C. Edds and C. Hughes spoke about this, still brainstorming about what to do
5. MEMRAD Update Reminder – Please remember to complete quarterly update of contact info in MEMRAD system
6. Jurisdictional Roundtable
7. Next Steps: Next meeting will be Monday, February 12th from 10am-12pm at Franklin Square.

Link to Coalition website: <https://www.mdregion3hmc.org/>