



RHPC Board Meeting
SouthEast Texas Regional Advisory Council
1111 North Loop West, Suite 160
Houston, Texas 77008
November 2, 2018



Call to Order

Toni Carnie called the meeting to order at 1:30 pm.

Approval of Minutes (C101)

Ms. Carnie requested review and approval of the August minutes. Tina Rose made a correction to the August minutes as follows: SETRAC is working with Tina Rose (Regional Homeland Security Planner) to update the Regional CMOC Plan and 4 attachments. There are three workgroups (EMS, SETRAC, public health) working on the plan and associated attachments in addition to a review committee. The plan with associated attachments will be posted on the SETRAC website once they are completed.

Dena Daniel made a motion to approve the minutes with the above changes, the motion was seconded, and the coalition members carried the motion. The minutes were approved with changes.

New Business

• **HPP FY19 Budget Review (C101)**

Lori Upton distributed and reviewed the HPP FY19 budget summaries with the corridor members. She gave an overview of how the funds are allocated by region. There were no questions or concerns from the corridor members.

• **ESSENCE Program (C101)**

Tolulope Olumuyiwa, Houston Health Department (HHD), and her team presented on the HHD Syndromic Surveillance Program which uses a system called Southeast Texas Syndromic Surveillance System also known as ESSENCE (Electronic Surveillance System for Early Notification of Community-based Epidemics). The system is used as a tool for syndromic surveillance of disease outbreaks, monitoring mass gathering events and bio-terrorism related activities within the region. The system is maintained by the HHD for use by Local Health Departments (LHDs) in the Health Service Region (HSR 6/5S) of Texas for enhanced surveillance of emerging public health conditions or threats. Syndromic surveillance utilizes trend analysis to establish a baseline and then uses algorithms to compare the current data to that baseline and issue alerts when aberrations are detected. The technical infrastructure consists of production and test environments.

• **SNS – Closed POD (C101)**

Kevin Wicks, DSHS Region 6/5 South, gave a presentation on the SNS closed POD project. He explained that open PODs are open to the public and closed PODs are for specific groups (such as hospitals) requiring wrist bands to obtain their medication. DSHS Region 6/5 South has a preparedness team that works closely with SETRAC and they would like to work with the healthcare facilities to assist with developing their closed POD medical plan. He discussed some of the variables needed for the plan.

- **Aircraft Accidents and Patient Accounting Procedures (C101)**

Deferred

- **Crisis Standards of Care Annex Draft (C101)**

Ms. Carnie stated the Crisis Standards of Care Annex draft will be forwarded to the coalition members for review and discussed at the next meeting.

- **RHPC Charter Amendment Review (C101)**

Ms. Upton reported the last RHPC Charter update was Version II in 2013 (*document files with minutes binder*). SETRAC recently reviewed by-law changes for the organization and have redesigned who sits on the Board with one of the Board members being the RHPC Chair. She explained that the SETRAC chair runs for three years and the RHPC chair currently runs for two years. She requested a motion and vote to amend the RHPC Charter to reflect the three-year term. This requires two changes on page two of the Charter; the term of the committee members so the corridor leaders and alternates, as well as the chair and alternate, go from a two-year term to a three-year term. Mark Sloan made a motion to approve to amend the RHPC Charter and the coalition members unanimously carried the motion.

Healthcare Preparedness Capabilities

- **Radio Discussion (C203)**

Chris Collier reported the Regional Radio System will be transferring to digital versus analog service soon. Anyone having a XTS or XTL radio will no longer be supported by the system. Coalition members can contact their SETRAC Regional Coordinator for specifications if they would like to purchase a new radio. SETRAC is looking into an application that can be downloaded to cell phones; however, it requires WIFI or cell service. The cost of this application is approximately \$180 per year versus the cost of a new radio at approximately \$1500-\$2500.

- **Long Term Care Update (C102)**

Hilal Salami gave an update on the Texas Soaker Exercise held on October 1st for the special populations group (nursing homes, home health, dialysis, assisted living, etc.). There were 224 facilities participating in a series of three tabletop exercises (TSA-Q, TSA-R and TSA-H) and the full-scale exercise. The After Action Reports are coming in with the deadline being November 9th.

The number of facilities with signed agreements are approximately 300 to date and growing. There are at least five facilities being added per day. A boot camp is being scheduled in January (partnering with Harris County) in the Tomball area. The pink “medical needs” evacuation vests are going out and can be ordered on the SETRAC website. EMResource training will be conducted once a month for the special populations group. Exercise design and facilitation training is also available, not only for this group but all facilities/agencies. The special populations group will be participating in the annual spring exercise.

- **Training and Exercise Update**

John Wingate distributed and reviewed the training and exercise schedule (document filed with the minutes) for EMResource, EMTrack, WebEOC, and CMOC 101. There are still seats available in the TEEX class (Pediatrics Disasters Response and Emergency Preparedness) coming up on November 14th and 15th at the MD Anderson Research Bldg. The Homeland Security Exercise and Evaluation Program (HSEEP) course is scheduled for December 11th and 12th at SETRAC.

Planning for the annual regional exercise is beginning. Anyone interested in serving on the planning committee should contact Mr. Wingate at john.wingate@setrac.org or Trameka Jewett at trameka.jewett@setrac.org.

Sub-Committee Updates

RHPC Award of Excellence Committee (C104)

Ms. Carnie announced this year's winners; Memorial Hermann TMC, CHI Lufkin, and CHI Livingston. She encouraged the coalition members to begin keeping track of their requirements, participation and accomplishments to have everything ready to submit their 2019 application.

Ms. Carnie is the chair for the Award of Excellence Committee and Angela Smith (Texas Children's Hospital) just recently committed to be the new co-chair.

Symposium Planning (C104)

The 2019 symposium dates are October 9th-11th at the Galveston Convention Center. This year an incentive of \$30 off registration is being extended to the person(s) referring someone who has never attended a RHPC symposium. Ms. Upton welcomed the coalition members' feedback and asked them to forward any suggestions for 2019 speakers/presentations to her at lori.upton@setrac.org or Lisa Spivey at lisa.spivey@setrac.org.

EMTF Update (C306)

There are two IDRU training classes scheduled for December 13th-14th and December 17th-18th. There is a training day scheduled next week for the new ambus team and the new Bluetooth wireless system.

Tina Rose reported a committee is currently reviewing and updating plans, and the EMTF Interoperative plan for Region 6 was updated last week.

Corridor Updates (C101)

1. **Downtown Corridor** – Ray Higgins reported the October 12th at the SETRAC office was well attended. Amy Lopez gave the core capabilities update and Jeremy Way presented on Active Threat and training. The next Downtown Corridor is scheduled for Friday, December 7th, at MD Anderson.
2. **South Corridor** – *Deferred*
3. **East Corridor** – *Deferred*
4. **West Corridor** – Ms. Carnie reported the corridor members met in September at Houston Northwest. The next meeting is scheduled for December 14th at Houston Methodist The Woodlands.
5. **North Corridor** – Gary Litton reported the North Corridor met on August 8th at CHI St. Luke's Lufkin. Patient decontamination and EMS triage tags were discussed. The next meeting is scheduled for December 12th at Nacogdoches Memorial.

Partner Updates (C101)

Public Health

No updates reported.

Harris County OEM

Mark Sloan reported Harris County is currently reviewing the winter weather plan. They are anticipating a wet, cold, potentially icy January and February. He reminded the coalition members to review their emergency process and procedures. Harris County will be reviewing five annexes for next year with the largest being recovery.

UASI/RCPI

Tina Rose reported that she worked with H-GAC planners and county EMCs to conduct capability assessments in the non-UASI counties during the month of September and October. Information from those meetings is being compiled into a 5-year strategic plan that should be drafted for review by January. If you would like to be included in this process, please contact her for more information (Tina.Rose@HoustonTx.gov).

The UASI Peer Planning Workshop this fall is on animal issues. There are several topics with speakers listed on the agenda and Tina Rose will be presenting questions to a panel of experts for discussion as well. It is free to attend. Additional information is in the agenda, announcement, and resource list (see attached). The registration link to attend is: <https://bit.ly/2wGTPqW>.

When: November 13, 2018, 8:00 a.m. to 12:30 p.m. Registration begins at 7:30 a.m.

Where: Houston SPCA, Carruth Education Center, 7007 Old Katy Road, Houston, TX 77024

EMS

Mr. Collier reported the EMS Committee formed a workgroup to address the community healthcare medicine issue. There was discussion regarding the percentage of EMS agencies utilizing the start triage tags in the field. Mr. Collier reported every 911 provider in SETRAC has been provided the start triage tags and ribbon kits.

FBI

Joel Holmes, FBI Special Agent, reported the Bureau is conducting a Joint Criminal Epidemiology Workshop on January 15-16, 2019 at Rice University Research Library. He stated biological threats are one of their main focuses for 2019.

Open Discussion/Other

- **End of Year Surveys**

Ms. Upton reminded the coalition members they have two hours to submit their End of Year surveys. SETRAC has currently received 58 out of 185 hospitals. This is an ASPR requirement for funding.

- **Proposed 2019 Meeting Schedule**

Ms. Carnie requested review and approval of the 2019 meeting schedule. The coalition members unanimously approved the schedule.

Adjourn

There being no further business or discussion, Ms. Carnie adjourned the meeting at 3:01 pm. The next RHPC meeting is scheduled for Friday (January 4, 2019) at the SETRAC office.

Attendees

Tina Rose, Toni Carnie, Dena Daniel, Mark Morrison, William Banks, Mark Sloan, Olubukonola Okelate, Kevin Wilks, Gabriela Martinez, Justin Woodruff, Kris Parker, Hilal Salami, Kueble, Joel Holmes, Thomas Wilbur, Robin Davis, Ray Higgins, Gary Litton, Michelle Carr, Kevin Hunt, Gloria Kologinczak, Roy Turner, Aaron Freedkin, Kirstin Shaft, Aaron Velasquez, John Fleming, Amy Lopez, Danny Shine, Tolu Olumuyua, Randy Valcin, Mac McClendon, Ike Akanu, Cynthia Quinones, Lisa Harris, John Wingate, Lisa Spivey, Chris Collier, Roxie Ward, Lori Upton, Phyllis Bertash, Jim Bunch, Eunice Davis, Katherine Emerson, Tiffany Guillory, Christina Hatcher, Kristine Heatley, Matthew Isaacson, Holly Mitchell, Tanner Monroe, Jody Randall, Gary Richards, Kevin Schultz, James Sheffield, Billy Ted Smith, Robert Stoll, Sonia Thomas, Jessica Tucker