



**Downtown Corridor Minutes**  
SouthEast Texas  
Regional Advisory Council  
Houston, Texas  
February 1, 2019



**A. Welcome**

Ray Higgins called the meeting to order at 1:00 pm.

**B. Approval of Minutes (C101)**

Mr. Higgins requested review and approval of the October minutes. John Fleming (City of Houston Health Department) made a motion to approve the minutes, Gloria Kologinczak (Memorial Hermann Greater Heights Hospital) seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

**C. New Business**

- **EMTrack Overview (C104)**  
John Wingate conducted an EMTrack overview with the corridor members using the mobile EMTrack application.
- **End of Year Survey (C101)**  
Fidel Calvillo reviewed the year end survey which outlined the corridor members requesting more CMOC, WebEOC, EMTrack, active shooter, and decon training. Also, the facilities did not want to pay into the system to have a partnership with the behavioral health side of the mental health component.
- **Meeting Location (C101)**  
The corridor members discussed location options and agreed to continue meeting at the MD Anderson Research Bldg. II conference room location.
- **Hot Topics Discussion (C101)**  
The corridor members discussed topics for the upcoming 2019 meetings as follows:
  - a. Communications Plans – CMS Compliance Requirements
  - b. Mass Fatality Planning (EMTF has monthly meeting)
  - c. Heliport Use During Disasters – EMResource (establish workgroup, e.g. Amy Lopez, Sterling Taylor, Kent Cavender, Lori Upton, Lisa Spivey)
  - d. Regional Planning and Coordinator – CMOC (Lori Upton/Lisa Spivey)
  - e. Traffic Management During Disasters – TMC, Metro, UT and possibly Rice Police Departments
  - f. Family Assistance During Disasters
  - g. MCI Planning
  - h. POD Training (open and closed)

i. ESRD – Dialysis Services During a Disaster

**D. HPP Capabilities Review**

- **Surge Tool Pilot**  
Out of 140 facilities within TSA Q, only 40 facilities completed their questionnaire. The TSA Coordinator has been reaching out to those facilities within the Downtown Corridor who did not complete the questionnaire. This was a direct request from ASPR.
- **CMOC Plan Review**  
SETRAC is working with UASI to update the Regional CMOC plan. The plan is in the final revision stage.
- **Crisis Standards of Care Workgroup**  
This group will work on a regional template for Crisis Standards of Care. If you are interested in participating in this workgroup, please contact Lori Upton at [Lori.Upton@setrac.org](mailto:Lori.Upton@setrac.org).
- **“Special Populations” Workgroup**  
This group will focus on specific targets of concerns, i.e. dialysis patients, hospice care, etc. If you are interested in participating in this workgroup, please contact Lisa Spivey at [lisa.spivey@setrac.org](mailto:lisa.spivey@setrac.org). The next meeting is scheduled for February 21<sup>st</sup> at 9:30 am at the SETRAC office.
- **Inventory review and training**  
Our inventory coordinator, Austen McMillin will soon be scheduling facilities to review inventory and train on the new inventory management system.

**E. EMTF Update (C306)**

Mark Sastre distributed and reviewed the upcoming EMTF events (*document filed with minutes*). He highlighted a few as follows:

- South Padre Spring Break will be held on March 14<sup>th</sup>-17<sup>th</sup> and the Type 1 MMU is being deployed to operate 24/7 with doctors, nurses, paramedics, and support staff. Anyone interested in participating in this event can contact Mr. Sastre at [mark.sastre@setrac.org](mailto:mark.sastre@setrac.org).
- Fort Bend County’s AMBUS is almost completed (MPV-603) and should be in-service by spring, and Acadian’s AMBUS (Beaumont) should be completed and in-service by the summer.
- The State Mass Fatality Response Team meetings are held every month at the SETRAC office. SETRAC has the only disaster morgue unit with only three in the country.

**F. Training and Exercise (C104)**

Mr. Wingate distributed and reviewed the training and exercise handout (*document filed with minutes*). He highlighted the upcoming exercises as follows:

- Downtown Corridor Operation Blindside Tabletop (March 28<sup>th</sup>) from 9:00 am to 12:00 pm at MD Anderson Conference Center
- RHPC Functional Exercise (May 1<sup>st</sup> & 2<sup>nd</sup>, 2019)
- Surge Tool Functional Exercise (TBD) – must be completed by June 2019

- Medical Countermeasures Full Scale Exercise (October 25<sup>th</sup> & 26<sup>th</sup>, 2019)

Anyone interested in serving on the exercise planning committee can contact Trameka Jewett at [trameka.jewett@setrac.org](mailto:trameka.jewett@setrac.org).

Decon training is available to schedule by contacting him at [john.wingate@setrac.org](mailto:john.wingate@setrac.org).

### **G. Special Populations Update (C104)**

Hilal Salami reported the Texas Soaker After Action Report has been posted on the SETRAC website at [www.setrac.org](http://www.setrac.org). The Texas Soaker exercise for dialysis centers was held in December 2018 with 42 participants. The full-scale exercise for Fresenius Kidney Center (FKC) was held on January 24<sup>th</sup> for 14 clinics participating. FKC is looking at two more exercises in April and May as well.

A CMS Boot Camp was held at Cypress Creek on January 16<sup>th</sup> with 86 attending. There are three boot camps being planned for Texas City, City of Pasadena and City of Houston. Jeremy Way is scheduled to give an active shooter presentation to the dialysis centers on May 7, 2019. There have been three EMResource trainings held since October with four more scheduled. Facility-based Hazardous Vulnerability Assessment (HVA) training is being conducted in the region upon request.

There are four exercises scheduled for the LTC group this year along with exercise design and training to be provided prior to the exercise. The LTC quarterly meeting is scheduled for February 13<sup>th</sup> at the SETRAC office.

There was in-depth discussion regarding ESRDs role in a disaster.

### **H. Partner Updates (C101)**

No partner updates were forwarded to SETRAC. Anyone wanting their partner update included in the minutes, please send your update via email to Roxie Ward at [roxie.ward@setrac.org](mailto:roxie.ward@setrac.org). This will ensure updates are documented accurately in the minutes.

### **I. Open Discussion/Other Business**

No other business was discussed.

### **Adjournment**

There being no further business, Mr. Higgins adjourned the meeting at 2:40 pm. The next Downtown Corridor meeting is scheduled for Friday (April 5<sup>th</sup>) from 1:00 to 3:00 pm at Houston TranStar Situational Room 6922 Katy Road, Houston, Texas 77024).

ATTENDEES: Ray Higgins, Miguel Garcia, Gloria Kologinczak, Justin Williams, Joann Schulte, John Fleming, Adam Timko, Kent Cavender, Mark Sastre, Fidel Calvillo, Liz Brewer, Miguel Garcia, William Banks, Kent Cavender, Devina Patel, Danny Shine, Amy Lopez, John Wingate, Jim Bunch, Hilal Salami, Kat Samuel, Fidel Calvillo, Connie Foland, Cynthia Quinones, Aaron Freedkin, Tara Johnson, Roxie Ward, Mark Sastre, Trameka Jewett