



RHPC Board Meeting
SouthEast Texas Regional Advisory Council
1111 North Loop West, Suite 160
Houston, Texas 77008
March 1, 2019



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 January minutes. Mark Sloan made a motion to approve the minutes, Dena Daniel seconded the motion, and the coalition members carried the motion. The minutes were approved as written.

New Business

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

Deferred to May

- **Strategic Plan Review (C101)**

Lori Upton distributed and reviewed the Strategic Plan with the coalition members (*document filed with the minutes*). She discussed the completed and upcoming goals, funding, updates, and changes in detail. With no questions from the coalition members, Ms. Daniel made a motion to approve the updates and changes to the Strategic Plan, Aaron Freedkin seconded the motion, and the coalition members carried the motion.

Healthcare Preparedness Capabilities

- **Radio Discussion (C203)**

Ms. Upton stated an email was sent out on February 28th outlining the new phone/radio plan with AT&T (*email filed with the minutes*).

Listed below is the breakdown of all charges for a 24-month agreement.

\$45.00 x 24 months = \$1,080.00 (free phone with unlimited text, talk and data)

\$15.00 x 24 months = \$360.00 (WAVE radio app)

Subtotal = \$1,440.00

SETRAC discount = \$200.00

2-year total cost = \$1,240.00

One-time bill for a two-year activation. Services follow the phone/position, not the person.

Hospitals interested in this plan should contact Lisa Spivey at lisa.spivey@setrac.org by March 15th.

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

Hilal Salami reported SETRAC continues to increase memberships for LTC providers. The CMS boot camps continue with one being held in January. Upcoming boot camps are scheduled for Texas City (May 9th), City of Pasadena (May 22nd) and City of Houston (June 14th). There have been three EMResource trainings conducted since January with three more scheduled through May. Dialysis, skilled nursing, assisted living, and Intermediate Care Facilities (ICF) are also attending these trainings.

Mr. Salami reported the After Action Report is ready for the Texas Soaker Exercise held in 2018. There are 90 agencies registered so far for the Operation Blindside Exercise scheduled for the spring. SETRAC will be leading a Medical Countermeasure training on the SNS program for this population to help prepare them for the upcoming DSHS exercise. Other trainings going on in the region are plan review, after action report, and exercise design. He is also working to obtain CEUs for the boot camps and symposium to include LTC administrators, social workers, and nurses.

- **Training and Exercise Update (C104)**

John Wingate distributed and reviewed the upcoming training and exercise schedule (document filed with the minutes). He announced the Operation Blindside tabletop exercises are coming up the end of March and first of April for the corridors, and the Operation Blindside functional exercise will be held on May 1 and 2. With this year's scenario, he suggested the facilities/agencies have an administrative, emergency management, and clinical representative that are familiar with mass casualty events, attend the exercises.

- **EMTF Update (C306)**

Mark Sastre reviewed and distributed upcoming EMTF events. He reported University of Texas Health, Lyndon B. Johnson Hospital (LBJ) and Memorial Hermann Life Flight have submitted a Memorandum of Agreement (MOA). There are twenty-three people going to South Padre Island in March to operate a 24/7 Type 1 Mobile Medical Unit (MMU) during spring break. Fort Bend's AMBUS is complete and almost ready for regional response. Another RN Strike Team full-scale deployment will occur during the May 1st Operation Blindside exercise.

Sub-Committee Updates

RHPC Award of Excellence Committee (C104)

Ms. Carnie reported the committee members have revised the RHPC Award of Excellence application (Tier 1 criteria and developed a packet based on the requirements for the LTC group). The revised application will be uploaded to the website soon. The deadline for submitting applications is August 31st.

Symposium Planning (C104)

Ms. Upton reported the venue and beach party details (Topsy Turtle, band, food truck, shuttles, etc.) have been confirmed. The "Call for Presentations" has been sent out and she asked the coalition members to distribute the packet to their contacts. She announced the symposium has a new host hotel policy due to past cancellations after the room block is closed. There is a minimum two-night stay at the San Luis and Hilton (details will be posted on the symposium registration page). There is also a referral program for first time attendees in place this year. Anyone referring a first-time attendee will receive a \$25 discount, up to 10 referrals which will earn a free registration. You must be registered and paid for the symposium to refer individuals and discount reimbursements will be refunded after registration closes (details will be posted on the symposium registration page).

Special Populations Workgroup

Tina Rose provided an overview of this new workgroup that met on February 21 to discuss a variety of challenges that need to be addressed within our region. This workgroup was referred to as "special populations"; however, since a goal of this workgroup is to analyze best practices and create whitepapers to address various topics, the attendees chose the name "Regional Analysis Workgroup." The first topic under review will be Pediatrics. Please refer to the February 21 meeting notes for more information (see attached). The workgroup meets monthly. To join this RHPC workgroup please e-mail Lisa Spivey (lisa.spivey@setrac.org) and both co-chairs: Tina Rose (Tina.Rose@HoustonTx.gov) and Ezreal Garcia (ezreal.garcia@sfachc.org). Ms. Upton requested that the workgroup review the old regional pediatrics annex to identify the best practices as we may be asked to have a regional pediatrics plan moving forward next year.

Standard Crisis of Care Guidance

Mike Mastrangelo reported the workgroup has reviewed the Standard Crisis of Care Guidance. He advised the coalition members it is available as a template and can be customized as needed. The template will be posted on the SETRAC website under “Preparedness Templates”.

Corridor Updates (C101)

1. **Downtown Corridor** – Amy Lopez reported the corridor members met in February. They have decided to combine the tabletop exercise and April meeting and are scheduled to meet on March 28th at MD Anderson from 9:00 am to 12:00 pm. She announced today’s radio check went well and the participation numbers were good.
2. **South Corridor** – The South Corridor tabletop exercise is scheduled for March 27th. Representatives from the South Corridor recently attended training in Anniston.
3. **East Corridor** – The East Corridor tabletop exercise is scheduled for March 25th at Chambers County from 9:00 am to 12:00 pm. Representatives from the East Corridor recently attended training in Anniston.
4. **West Corridor** – Ms. Carnie reported the West Corridor tabletop exercise is scheduled for March 29th at Cypress Creek EMS Training Facility from 1:00 to 5:00 pm. Dena Daniel gave an update on the January meeting where they conducted hands-on EMTrack mobile app training. Ms. Upton reported an incoming patient notification tracking pilot via EMTrack will begin March 18th. The pilot will be between Harris County Emergency Corps (three units), HCA Houston Northwest Hospital, and Kingwood Medical Center for a month. She will give an update at the next meeting.
5. **North Corridor** – Gary Litton reported the next North Corridor meeting is scheduled for March 5th where they will be discussing the regional exercise, and John Wingate will give an overview of the SETRAC trainings. The North Corridor tabletop exercise is scheduled for April 4th at CHI St. Luke’s Health Memorial in Lufkin from 1:00 to 5:00 pm.

Partner Updates (C101)

Public Health

Bobbiejean Garcia (DSHS) stressed the importance of facility physicians knowing who to contact at their health department should they have questions regarding patients.

Justin Woodruff (DSHS) reported a medical countermeasures tabletop exercise is scheduled for next Thursday (March 7). There is still room if anyone is interested in being an observer and/or possibly an evaluator. The tabletop will be focusing on items that will be addressed in the full-scale exercise; such as, 60-day dispensing, deescalating of demobilization, etc. The full-scale exercise is planned for the end of October. Ms. Upton gave a summary of SETRAC’s role in dispensing medications to the hospitals and how the process will work.

Harris County OEM

Mark Sloan reported on current weather conditions and the ongoing rainfall. Harris County is monitoring the rodeo through March 17th, and they continue to support Chambers County with resource requests since the aircraft disaster on Saturday.

SHSP/RCPI Update

(State Homeland Security Program/Regional Catastrophic Preparedness Initiative)

The Texas Medical Center (TMC) Pandemic Influenza Preparedness and Response Guide was first drafted in 2009. This document has now been redrafted into an all-hazards Preparedness and Response Guide template for the TMC. Ms. Rose is working with Warren Porter, TMC Emergency Manager and other TMC professionals to update this document with

more current response and preparedness activities relative to the TMC. They hope to have a final draft completed by April or May 2019.

Tina Rose is currently working with the Texas Gulf Coast Regional Volunteer Organizations Active in Disasters (TGCRVOAD) to create a 'Regional VOAD Coordination Plan.' A final draft of this new plan will be tested in a tabletop exercise on May 8th at TranStar. The document may be revised after the exercise, then released for use in the region by VOADs and Non-Governmental Organizations (NGOs) in June 2019.

UASI/RCPI Update

The regional UASI Planners will be creating a peer planning workshop on "Recovery" over the next few months, more information to follow. The Executive Committee met on March 1st to select the recommended annual UASI funding to projects within the region. The Health and Medical Committee updates would be shared by Ms. Upton.

EMS

No update.

HOSPITALS/AGENCIES

UTMB

Mr. Mastrangelo announced their annual Chemical Symposium and Exercise is scheduled for March 28th at College of the Mainland conference center in Texas City. They are partnering with the Complex Coordinated Terrorist Attacks (CCTA) project in Galveston with simultaneous attacks; one in Kemah with chlorine and one in Texas City with ammonia. On March 29th, a group from Countering Weapons of Mass Destruction is scheduled to run a workshop for the local officials on a new decision support tool they are piloting to be used in chemical incidents.

Michael E. DeBakey VA Hospital

Danny Shine gave an update on a power outage that occurred at one of their community-based outpatient clinics in Richmond on February 8th. He announced Michael E. DeBakey VA Hospital, along with their emergency management program network, will be hosting an Emergency Management Conference on April 8th-11th in St. Louis, Missouri. SETRAC will be presenting on Hurricane Harvey – Mitigation, Planning, Response, and Recovery from a coalition perspective.

Texas Children's Hospital (TCH)

Aaron Freedkin reported TCH is in the process of planning a Patient Reception Center full-scale exercise for the Radiation Injury Therapy Network (RITN). No date or location has been confirmed, but they are hoping to secure Ellington Field or Sugar Land Airport. On February 27th, TCH conducted an active shooter functional exercise out of their healthcare building with five police agencies participating. They also put 175 employees from the health plan through three sessions of active shooter.

Open Discussion/Other

No further business or discussion.

Adjourn

There being no further business or discussion, Ms. Carnie adjourned the meeting at 2:35 pm. The next RHPC meeting is scheduled for Friday (May 3, 2019) at the SETRAC office.

Attendees

Amber Johnson, Miguel Garcia, Fritz Kuebler, Fidel Calvillo, Gloria Kologinczak, John Wingate, John Franks, Dena Daniel, Aaron Freekin, Mark Sloan, Toni Carnie, Justin Woodruff, Devina Patel, Amy Lopez, Jim Bunch, Kevin Hunt, Lori Upton, Hilal Salami, David Cramer, Danny Shine, Bobbiejean Garcia, Mike Mastrangelo, Cynthia Quinones, Kat Samuel, Roxie Ward, William Banks, Phyllis Bertash, Traci Breland, Lesa Cordova,

Eunice Davis, David Edwards, Loretta Flynn, Kristine Heatley, Ray Higgins, Matthew Isaacson, Shawn Ledet, Gary Litton, Evelyn Locklin, Johnny Luman, Patrick McCabe, Robert McCall, Holly Mitchell, David Olinger, Kristin Parker, Jesus Pedroza, Tanya Phillips, Tina Rose, Kevin Schulz, Robert Stoll, Vicki Tarnow, Tyler Tipton, Thomas Wilbur