



RHPC Board Meeting
SouthEast Texas Regional Advisory Council
1111 North Loop West
6th Floor Conference Room
Houston, Texas 77008
August 2, 2019



Call to Order

Toni Carnie called the meeting to order at 1:36 pm.

Approval of Minutes (C101)

Ms. Carnie requested review and approval of the May minutes. Mark Sloan (Harris County Office of Emergency Management) made a motion to approve the minutes, Gloria Kologinczak (Memorial Hermann Greater Heights) seconded the motion, and the coalition members carried the motion. The minutes were approved as written.

New Business

• **Anniston Overview (C104)**

Mike Nixon gave the coalition members an overview of his training experience in Anniston. He represented the South Corridor along with four members from the East Corridor attended the training. The other coalitions were from Kansas and Montana. Mr. Nixon and the Texas group found out these states literally have no funding, no resources, no EMTF, and no SETRAC. They do a lot on their own and were very interested to hear about our experiences and challenges during Hurricane Harvey. Mr. Nixon mentioned how lucky we are to have the resources we have in Texas. He stated we are a model to other states.

Lisa Spivey reported Anniston covers travel and room and board expenses for this training. There are several individuals from TSA-Q and TSA-H interested in attending and she will be submitting their applications soon.

• **ASPR Grant Work Plan, HPP Annual Requirements, and Budget Review (C101)**

Lori Upton distributed and reviewed the ASPR Grant Work Plan with the coalition members (*document filed with minutes binder*). She stated the coalition will need to select which objectives will be prioritized for the first year. The end of the year work plan evaluation indicated progress on everything but the Altered Standards of Care. SETRAC advised the state that the coalition will not write their Regional Altered Standards of Care until the state provides their plan. Ms. Upton advised the coalition members the SETRAC Executive Committee approved the work plan and requested approval from the coalition members. Henry Manrego (Houston Methodist West Houston Hospital) made a motion to approve the ASPR Grant Work Plan, Dena Daniel (Huntsville Memorial) seconded the motion, and the coalition members carried the motion. The ASPR Grant Work Plan was approved.

Ms. Upton directed the coalition members' attention to the documentation regarding the ASPR TRACIE Tactical Assistance website for templates, etc. (*document filed with minutes binder*). The latest is Recovery Programs for Healthcare Organizations which addresses for profit and non-profit organizations.

Ms. Upton distributed and reviewed the HPP Annual Requirements (*document filed with minutes binder*). She reported the region will be conducting the surge tool exercise again this year and the hospitals will be completing a surge estimator (i.e. how many unused beds can be gathered, how many PACUs, how many free OR screening areas can be found to hold patients, family, and staff, etc.). The pediatric surge annex is being reviewed by the Clinical Advisory Committee. This will be followed up with a tabletop exercise. The Clinical Advisory Committee will work on burns the following year, and then followed up with a burn tabletop. The committee will

change their subject matter experts to reflect the topic of review/discussion. Anyone interested in serving on this committee should contact Ms. Upton at lori.upton@setrac.org.

Donald Morrison distributed and reviewed the HPP budgets for TSA-Q, TSA-H, TSA-R, and EMTF-6 with the coalition members (*document filed with minutes binder*). He reported Texas had a cut in ASPR-funding last year; the state absorbed half of the funding cut and the other half was pushed down to the larger RACs (Houston, Dallas, San Antonio, and the Valley) to absorb. He advised SETRAC had a \$105,000 budget cut; \$80,000 plus in TSA-Q and \$25,000 in TSA-R. Ms. Upton contacted Juvare and asked them to reduce the bill for this year which covered approximately \$65,000, DSHS allowed SETRAC to carry forward some funds from fiscal years 2019 and 2020 (approximately \$20,000), travel has been scaled back along with a few other savings. Ms. Carnie requested approval of the budget from the coalition members. Joel Holmes (FBI) made a motion to accept the budget, Mark Sloan (Harris County Office of Emergency Management) seconded the motions, and the coalition members carried the motion. The budget was approved and accepted.

Healthcare Preparedness Capabilities

- **Radio Update (C101)**

Ms. Spivey reported paperwork has been submitted to the Finance and IT Departments for those coalition members requesting a phone and radio “WAVE” application. This process should be completed within the next couple of weeks.

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

Hilal Salami reported the phone and “WAVE” application is open to the Long Term Care (LTC) partners as well. Anyone interested should contact Mr. Salami at hilal.salami@setrac.org.

The Pasadena CMS Boot Camp was held on May 22nd. This was the first meeting where Administrator CEs were available. The City of Houston held their CMS Boot Camp in June and CEs were distributed. SETRAC is looking into adding Nursing CEs to have available at the boot camps. The City of Houston Hurricane Summit was held on June 5th with over 60 people in attendance.

Mr. Salami announced the LTC partners will be included in the workshops and trainings for the Medical Countermeasures (CMC) Exercise being held in October. He also gave a brief overview of the LTC membership dues system based on a flat fee of \$125 per year which will allow all the benefits and touch some of the compliance items not allowed by the grant.

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

John Wingate distributed upcoming training information to the coalition members (*document filed with minutes binder*). He reported approximately 245 people have been trained in the last two weeks. If you would like to schedule training for your facility/agency, please contact Mr. Wingate at john.wingate@setrac.org or Trameka Jewett at trameka.jewett@setrac.org.

The Medical Countermeasures Exercise is scheduled for October 25th and 26th with several workshops leading up to the exercise. Extent of Plays for the MCM exercise are due by August 15th. Planning for the next RHPC regional functional exercise will begin in October along with identifying the planning committee.

There was discussion regarding protective equipment and training for infectious disease. Ms. Upton gave a brief overview of the infectious disease and RETA plan/process should a patient present at a facility. Ms. Carnie suggested the coalition members check with their emergency room personnel to ensure their screening processes are still in place. Bobbiejean Garcia (DSHS Region 6/5 South) suggested the coalition member verify with their emergency room personnel that the screening tool does not list a specific country.

- **EMTF Update (C104)**

Chris Collier reported several people attended the recent MIST trainings. He stated Jon Clingaman is working on a training schedule to help get people more involved.

Sub-Committee Updates

RHPC Award of Excellence Committee (C101)

Ms. Carnie reported the RHPC Award of Excellence applications are on the SETRAC website. There is an application for healthcare and LTC partners. Applications are due to be submitted by August 31st.

Symposium Planning (C101)

Ms. Spivey reported the speaker packets will be sent to the planning committee for review shortly. Most of the keynote speaker sessions are filled. She has 17 submitted packets (cyber, public health, hospital-based issues, etc.) for review and 13 sessions to fill.

Clinical Advisory Committee (C101)

Tina Rose reported the committee is focused on creating the Regional Pediatric Evacuation and Mass Surge (PEMS) Plan and needs more subject matter experts to join the committee. The plan is scheduled to be in final draft form by December 2019/January 2020. We anticipate a Tabletop Exercise (TTX) to validate the plan concepts on February 6, 2020. Please share this save-the-date for the TTX with professionals that need to be aware of or attending this event. Next committee meeting is scheduled from 9-11 a.m. on Thursday, August 15, 2019, at SETRAC (1111 North Loop West, Suite 160, Houston, TX 77008).

Corridor Updates (C101)

1. **Downtown Corridor** – Ray Higgins reported the Downtown Corridor meeting was held on June 7th at the Harris County OEM with a tour of the Operations Center. Today was their regularly scheduled meeting, but they are attending the RHPC Board meeting in lieu of their meeting. The next meeting is scheduled for October 4th at the SETRAC office.
2. **South Corridor** – Mike Nixon reported the South Corridor met last month. Clear Lake Medical Center gave an update on their power outage and how their generator and back-up generator failed. The Fort Bend AMBUS would have been helpful to them during this incident so Fort Bend is going to schedule a “show and tell” of the AMBUS at the Clear Lake facility soon.
3. **East Corridor** – Ms. Spivey reported the next East Corridor meeting is scheduled for September 20th at Chambers County Health and OEM Building.
4. **West Corridor** – Toni Carnie reported the West Corridor met on July 7th at HCA Houston Healthcare Tomball. Justin Woodruff and Rhae Cisneros (DSHS 6/5 South) gave an overview of the Strategic National Stockpile program. The corridor members also reviewed their CMOC calendar to ensure coverage. The next meeting is scheduled for September 13th at Texas Children’s Hospital The Woodlands.
5. **North Corridor** – Gary Litton reported the North Corridor met on June 26th at the Jasper County Emergency Operations Center. The topic of discussion was regional and CMOC responses and understanding the importance of how responses are activated and the capabilities behind CMOC. The next North Corridor meeting is scheduled for August 7th at Woodland Heights Medical Center in Lufkin.

Partner Updates (C101)

Public Health

Justin Woodruff (DSHS Region 6/5 South) announced they have a new SNS Coordinator, Rhae Cisneros. DSHS 6/5 South is hosting an Opiant Overdose Syndromic Surveillance Workshop at the Hyatt Regency on Wednesday, August 7th. They will be examining hospital-reported overdoses to see what can be used for that database.

Harris County OEM

Mark Sloan reported Harris County is continuing to monitor tropical weather which has been favorable so far. A main concern is the active shooter events. In the past, there was discussion held days after an event and now we are moving on more quickly as they are becoming more common. The country is becoming more aware, but we still need to pay attention to mass gathering events. With football season and school starting, we need to be prepared. Another focus coming up is the Astros playoff as they get through the fall season and hopefully into the World Series. Petrochemical events have been occurring and are another focus.

Discussion ensued regarding plain language for the hospital code system, mainly for active shooter. Following the discussion, Ms. Carnie stated that Harris County, RHPC, or SETRAC cannot mandate the plain language rule, this is a system decision.

Jasper County OEM

Billy Ted Smith reported the TMAC meetings are scheduled for August 20th-22nd in College Station.

UASI/RCPI

There were 103 participants at the regional plans web-based training on July 23rd with 62 of the attendees representing healthcare & EMS agencies; a fantastic turn-out. The next quarterly regional plan webinar will be offered on October 29th from 10 - 11am. Register for any of the quarterly trainings offered through 2020 here: <https://houstonuasi.com/regional-training-registration-2019-2020/>

EMS

Mr. Collier reported the hospital emergency room door code was discussed at the last EMS Committee meeting and how is it becoming a security concern. Some hospitals have not changed their codes since the early '90s and there is discussion on changing their codes region-wide on a quarterly basis or going to badge access. After discussion, Ms. Carnie stated this topic should be added to each corridor meeting agenda for review.

Ms. Upton advised the coalition members according to the requirements the region will need to conduct an NDMS exercise within the five years so SETRAC will be working to coordinate the details.

FBI

Joel Holmes, FBI Special Agent, reported they are working with DSHS to develop their closed POD planning. The FBI would like to exercise portions of their plan on October 24th with the RPHSAG.

Open Discussion/Other

CMOC Calendar

Ms. Spivey reminded the coalition members any facility that has an HPP Agreement agrees they will be on-call at CMOC once a month. She will be reviewing the CMOC calendar and reaching out to those facilities that have not yet confirmed a date. Should there be a regional incident, SETRAC will be calling those facilities on-call to provide two staff members for a 24-hour period (AM/PM). These personnel will need to be NIMS-compliant (100, 200, 700 & 800) and have taken the CMOC 101 course. The CMOC calendar is on the SETRAC website under the Regional Healthcare Preparedness Coalition.

Stop the Bleed

Kat Samuel reported SETRAC is coordinating Stop the Bleed training with the 56 school districts in our 9-county region. Due to the new Texas law, the school districts must select a course by October 1st. Once the course is selected, training must be completed by January 1, 2020. The law requires they have the standard Stop the Bleed kit. The school districts are required to have this training annually; it cannot be online training. SETRAC's goal is to train the campus healthcare professionals, security and ISD police officers, and then have them continue the training annually. The bleeding control presentation for instructors should receive the update this month with the test skills and emergency blankets. This presentation will only be used for Texas school districts and charter schools.

RHPC Corridor Leader Elections

Ms. Carnie reported, to align with the SETRAC Board terms, the coalition needs to get on track and nominate new corridor-level chairs and co-chairs for election. Nominees should be active in the coalition, have an HPP Agreement in place, and can be from any discipline (Fire, EMS, Public Health, etc.). SETRAC will send out the election notifications next week to be submitted on or before September 1st. Immediately after the election, the chairs and those appointed to the RHPC Board will select from that panel of corridor-level chairs for the RHPC chair and co-chair. Directly following, the voting for the RHPC Board chair and co-chair will be sent out. RHPC will then be on track with the SETRAC Board for the same voting cycle for three-year terms.

RHPC Preparedness Symposium

The RHPC Preparedness Symposium is scheduled for October 9th-11th at the San Luis Galveston Convention Center. The Hilton is full, and the San Luis has a few rooms available so book your rooms now.

Adjourn

There being no further business or discussion, Ms. Carnie adjourned the meeting at 3:02 pm. The next RHPC meeting is scheduled for Friday (November 1st) at the SETRAC office.

Attendees

Andrew Jackson, Thomas Dougherty, Hilal Salami, Kat Samuel, Joel Holmes, Briney Cummings, Dena Daniel, Bobbiejean Garcia, Lisa Spivey, Toni Carnie, Larry Evans, Fidel Calvillo, Henry Manrego, Mike Nixon, Sandra Sands Anaez, Superior Johnson, John Fleming, Lori Upton, Danny Shine, Justin Adams, Gloria Kologinczak, Ken Cavender, Mike Mastrangelo, James Mitchell, Mark Sloan, Justin Woodruff, Jody Herring, Jason Jetton, Warren Porter, Kevin Hunt, John Wingate, Ray Higgins, Kevin Schulz, Roxie Ward, Jim Bunch, Darrell Fales, Cynthia Gresch, Melissa Hirn, Roy Hunter, Ruth Kai, Jeremy Lamb, Patrick McCabe, David Olinger, Devina Patel, Jesus Pedroza, Melinda Perez, Cynthia Quinones, Tina Rose, Billy Ted Smith, Robert Stoll, Tyler Tipton, Peggy Townsend, Annette Trevino, Thomas Wilbur, Dawn Wood