



West Corridor Minutes
HCA West Houston Hospital
Houston, Texas 77082
January 11, 2019



A. Call to Order

Toni Carnie opened the meeting at 9:09 am.

B. Approval of Minutes (C101)

Ms. Carnie requested review of the December minutes. David Cramer made a motion to approve the minutes, John Carmona seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

C. New Business

- **EMTrack Review (C104)**

Trameka Jewett conducted an EMTrack overview with the corridor members using the mobile EMTrack application.

D. HPP Capabilities Review (C101)

- **End of Year Survey** – The End of Year survey is being used to decide what hot topics will be discussed at the corridor meetings this year.
- **Bed Reports** – Both NDMS and the state requested bed reports yesterday within minutes of each other. These were not planned and SETRAC appreciates all facilities who participated.
- **CMOC Agreements** – CMOC agreements were pushed out earlier this month and need to be completed by January 31st.

E. EMTF Update (C306)

Mark Sastre reported the EMTF Team is taking a Type 1 MMU to South Padre Island on March 16th-17th. On January 31st, a small group will be meeting in San Antonio to create a standardized load plan for the MMU supply/equipment cache. He is currently working on the 2019 EMTF schedule which will include more MMU demos, exercises and field drills. He also reported the Coordinated Complex Terrorist Attacks (CCTA) grant has been awarded within the EMTF boundary.

Mr. Sastre gave a brief overview of the new state Infectious Disease Response Unit (IDRU) training. He will be sending out a survey and working on scheduling a training date for this class soon (February or March). The Houston Marathon is scheduled for the January 20th with approximately 25,000 participants. Harris County Public Health is setting up their MMU at Mile 21 in Memorial Park.

Mr. Sastre invited the corridor members to attend the GETAC Disaster Meetings where topics of discussion include statewide wrist bands, plain language codes, etc. The next meeting is scheduled for Wednesday (February 27th) at 9:00 am in Austin.

Anyone interested in becoming a part of the EMTF team should contact Mr. Sastre at mark.sastre@setrac.org.

F. Training and Exercise (C104)

Trameka Jewett distributed and reviewed the upcoming training and exercise schedule (document filed with the minutes). She announced there will be three exercises conducted this year, the RHPC Functional Exercise (May 1st & 2nd, 2019), Surge Tool Functional Exercise (TBD – must be completed by June 2019), and the Medical Countermeasures Full Scale Exercise (October 25th & 26th).

John Wingate reviewed the upcoming decon training schedule. He reminded the corridor members this is an OSHA requirement stating your Emergency Room staff is trained to a minimum awareness and operations level as required. Decon training is open for scheduling and is not limited by corridor. Training is also available for night-shift staff and can be scheduled by contacting Mr. Wingate at john.wingate@setrac.org.

G. Special Populations Update (C104)

Deferred

H. Partner Updates

No partner updates were submitted. Anyone wanting their partner update included in the minutes, should send their update via email to Roxie Ward at roxie.ward@setrac.org. This ensures updates are documented accurately in the minutes.

I. Open Discussion/Other Business

- **Award of Excellence**

Ms. Carnie encouraged the coalition members to keep tracking their requirements, participation and accomplishments to have everything ready to submit their 2019 application by the deadline of August 31st. The committee is requesting a representative from the LTC group to assist in developing the award criteria. Anyone within the LTC group interested in working with the committee should contact Ms. Jewett at trameka.jewett@setrac.org.

- **Radio Discussion**

Ms. Carnie reported radio check participation percentages for the West Corridor have decreased. She reminded the corridor members if their facility has an analog radio that cannot be converted to a digital radio, it will become obsolete at some point. That deadline continues to be extended due to the cost of updating cell towers, county, regional and local jurisdiction issues, etc. Anyone in a digital area where their analog radio is not working should contact Fidel Calvillo at fidel.calvillo@setrac.org, Ms. Carnie at toni.carnie@hcahealthcare.com or Dena Daniel at dena.daniel@hunstvillememorial.com. Ms. Carnie reminded the corridor members the West Corridor radio checks are conducted at 10:00 am the first Wednesday of every month.

- **Helipad Prep for Winter Weather**

Ms. Carnie reminded the corridor members to check their helipad plans to ensure they are ready for winter weather.

- **Conference Call Capabilities**

Ms. Carnie presented the option of having conference call capabilities at the West Corridor meetings. After discussion, the corridor members agreed to not have conference call capabilities; “in-person” meetings were approved.

Adjournment

There being no further business or discussion, Ms. Carnie adjourned the meeting at 11:05 am. The next West Corridor meeting is scheduled for Friday, March 22nd, at Houston Methodist West Hospital (18500 Katy Freeway, Houston, Texas 77094).

ATTENDEES: David Tijerina, David Cramer, Roxie Ward, Fidel Calvillo, Carla Espinosa, Chuck Russell, Catherine Bissell, Robert Stoll, Trameka Jewett, Jesus Pedroza, Elaine Roberts, Lisa Harris, Van Carroll, Liz Brewer, John Carmona, Dena Daniel, Toni Carnie, Mark Sastre, John Wingate