



West Corridor Minutes
Texas Children's Hospital
The Woodlands Campus
The Woodlands, Texas 77384
September 13, 2019



A. Call to Order

Dena Daniel opened the meeting at 9:07 am.

B. Approval of Minutes (C101)

Ms. Daniel requested review of the July minutes. John Carmona (Cypress Creek Hospital) made a motion to approve the minutes, David Cramer (HCA Houston Healthcare Kingwood) seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

C. New Business

- **Inventory Review (C101)**

Austen McMillin (SETRAC) gave an overview and demonstration of the inventory asset software "WiseTrack" and reviewed the program process with the corridor members. The website for assistance is <http://tv1.com/contact/>.

- **Compliance Report (C101)**

Fidel Calvillo shared the new compliance report with the corridor members. The report provides stakeholders with an overview of their current participation status. He distributed reports to the corridor members in attendance at the last meeting. All facilities can contact him at fidel.calvillo@setrac.org or Lisa Spivey at lisa.spivey@setrac.org for a copy of their report. Mr. Calvillo announced First Texas Hospital is currently 100% compliant.

- **Emergency Room Door Code**

The emergency room door code security issue was discussed at the last RHPC Board (August 2nd) on behalf of the Pre-hospital Committee (EMS). The committee is suggesting the code be changed on a monthly or quarterly basis to have a common code being used by everyone. Since some facilities have stated they are not able to change the code every month, Toni Carnie (RHPC Board Chair) requested the topic be presented at each corridor meeting for review and feedback. After discussion, the corridor members agreed something needs to be done, but they could see different issues for each facilities/agencies. They felt changing the code on a quarterly basis was better than on a monthly basis.

- **Mass Casualty Trauma Triage Paradigms and Pitfalls and No-Notice Mass Casualty Plan (C103)**

Mr. Calvillo discussed the research done on the two plans (distributed via email prior to the meeting) and asked the corridor members to take them back to their Trauma Directors, Emergency Room Directors, and any other staff members the plans would benefit to review.

D. HPP Capabilities Review (C101)

End of Survey reports were due on Tuesday, September 10th. The Regional HVA's are due **September 15th, 2019 at 5:00pm** to Lisa Spivey at lisa.spivey@setrac.org.

Ms. Daniel stressed the importance of radio checks reminding the corridor members they can be used for communication plans, communication participation, communication drills, etc. She reported the West Corridor has not been able to rise above 46% meaning there is 54% non-participation in the monthly radio checks. Mr. Calvillo announced the SETRAC program to purchase AT&T phones including the WAVE application (radio capability via the phone). Discussion ensued regarding recommendations and suggestions for improvement (i.e. add to compliance reports, shame list, etc.).

E. EMTF Update (C306)

Jon Clingaman introduced himself as the new SETRAC EMTF Coordinator for the region. He gave the corridor members an update as follows:

- AMBUS MPV 6-04 (Acadian – Beaumont): Body of vehicle is ready for installation of cab/module body at General Truck Body, chassis should arrive to GTB no later than first week of October. This AMBUS also has a small command area and opportunities for force protection.
- EMTF is working with TIFMAS (Texas Intrastate Fire Mutual Aid System) to strengthen relationships and develop WPU (Wildland Paramedic Unit) and REM (Rapid Extraction Module) teams in our region. These teams will be utilized on the active fire line to support Fire Operations teams. Offer is extended to local Fire Departments to become part of these teams, if interested.
- EMTF Mobile Medical Unit (MMU) and RN Strike - EMTF met with the Northwest Community Health EMS and Cypress Creek EMS partners last week to begin working on an Extrication Day where the Mobile Medical Unit (MMU) field hospital will be setup. There three to five high schools in the area where they conduct EMT training for those students interested in EMT.
- The program continues to see increased interest in participation. Anyone interested in joining the program can contact Mr. Clingaman at jon.clingaman@setrac.org.

F. Training and Exercise (C104)

John Wingate distributed and reviewed the Training and Exercise schedule with the corridor members (*document filed with minutes binder*). The After Action Reports for Operation Blindsight Exercise have been posted on the SETRAC website.

The Medical Countermeasures (MCM) Full Scale Exercise is scheduled for October 25th & 26th, 2019 which is a Friday/Saturday event. The scenario will be simulating an anthrax attack in the region and having to medicate all staff within forty-eight hours. CMOC will be activated and SETRAC will be receiving a truck with their POD from ASPR to distribute to the participating hospitals. SETRAC will be loading and unloading those hospitals' cache as part of this full-scale exercise.

Planning for the Regional Exercise is underway, and anyone interested in serving on or nominating someone to serve on the planning committee can contact Mr. Wingate at john.wingate@setrac.org. The exercise is being scheduled for April 2020.

G. Special Populations Update (C104)

Kat Samuel reported SETRAC will begin scheduling CMS boot camps again in January 2020.

A new track has been added at this year's symposium with sessions for the Special Populations group and NAB CEs will be available as well. Van Carroll is scheduled to present on "How Hospitals and Home Care Agencies Can Work Together During Disasters to Increase Discharge Capabilities in the Facilities".

SETRAC continues to engage with LTC home and outpatient facilities including dialysis centers and FUHC clinics. The membership numbers continue to increase everyday for various types of facilities. SETRAC also

continues to present at HHSC provider meetings, conferences and healthcare network meetings to increase engagement.

Ms. Samuel reiterated that LTC home-base and outreach services have the opportunity to participate in the October MCM Exercise. An in-person workshop was held at SETRAC with an introduction to SNS, how the exercise will take place and the steps facilities/agencies can take to make this a full-scale exercise internally. A closed POD template was released to the group and a webinar with the same information being put together by the exercise team will be released to exercise registrants. There will be a Special Populations webinar conducted before the exercise to run through all the released documents and to confirm everyone is on the same page.

The FirstNet Mobile Plan and WiseTrack Inventory System have been added to the list of benefits that the LTC and Special Populations group will receive with their stakeholder membership

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

- **2019 Preparedness Coalition Symposium (October 9th-11)**

The Preparedness Symposium is scheduled for October 9th-11th at the San Luis Galveston Convention Center. On October 8th, SETRAC is hosting a pre-symposium training, the CRASE course.

Adjournment

There being no further business or discussion, Ms. Daniel adjourned the meeting at 11:00 am. The next West Corridor meeting is scheduled for Friday, December 13th, at Memorial Hermann Cypress Hospital (27800 Northwest Freeway, Cypress, Texas 77433).

ATTENDEES: Jesus Pedroza, John Carmona, Jon Clingaman, Kat Samuel, Mike Flanagan, Marcela Gray, Elaine Roberts, David Cramer, David Munoz, Dena Daniel, Monica Pierce-Church, Fidel Calvillo, John Wingate, Van Carroll, Alicia Williams, Rene Leal, Trey Frankovich, Roxie Ward, Austen McMillin, Ike Ananu