



Downtown Corridor Minutes
SETRAC
Conference Center
Houston, Texas 77008
December 6, 2019



A. Welcome

Ray Higgins called the meeting to order at 1:00 pm. He welcomed the corridor members and introduced Kyle Snider with Ben Taub. He also welcomed Aaron Freedkin as the new Downtown Corridor co-chair for the next three-year term.

B. Approval of Minutes (C101)

Mr. Higgins requested review and approval of the October minutes. Amy Lopez (Memorial Hermann TMC) made a motion to approve the minutes, Kent Cavender (Houston Methodist) seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

C. New Business

- **2020 Tabletop Overview (C104)**

Mr. Higgins announced the Downtown Corridor tabletop exercise is scheduled for Friday (February 7th) from 9:00 am to 12:00 pm in the SETRAC conference center. The meeting will start with a short agenda and lead into the tabletop exercise. The exercise will focus around a significant weather event involving flooding, tornados, etc., and is designed to test the CMOC Plan and Annexes as well as facility plans. Members can invite staff from their IC Team (e.g., administration, facilities, nursing, etc.); however, attendance will be capped at 75.

SETRAC sent out the “Extent of Play” forms on Tuesday (December 3rd). The form needs to be signed in order to participate in the Tabletop and Functional Exercise to be held on April 21st and 22nd. The “Extent of Play” needs to be **submitted no later than 5PM on January 3, 2020.**

The Regional Functional Exercise scheduled for April will focus on a significant weather event where members should plan to test critical functions (e.g., loss of communication systems, flooding, facility damage, evacuation, staffing, etc.).

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

Lisa Spivey reported the focus of these plans is to alert EMS medical directors and EMS system planners and hospital emergency planners to key differences between “conventional” MCIs and mass violence events when the scene is dynamic, the number of patients far exceeds usual resources, and usual triage and treatment paradigms may fail. These plans provide a framework for EMS medical directors, EMS system planners and hospital emergency planners, and provide factors to consider when planning a response to MCIs.

D. HPP Capabilities Review (C101/C102)

- CMOC Calendars – Lisa Spivey will be reviewing the CMOC calendar to ensure each facility is listed. As per the HPP agreement and the CMOC MOA, each facility signs up for a 1-day on-call.

- Off the Grid Drill - The drill was conducted today with over 70 plus agencies/facilities participating. SETRAC will provide an overview of the lessons learned at the next meeting.
- Bed Reporting - Ms. Spivey requested the facilities ensure their night shift staff have access to EMResource to conduct night-time drills and real incidents. This should include house supervisors and ED staff. She also requested the facilities check their EMResource facility page to ensure information is still current and accurate. SETRAC recommends a 24/7 number (i.e. house supervisor) be listed.

E. EMTF Update (C101)

- MPV 6-04 Acadian Ambulance - Beaumont (2.0 Version) Project is near completion, the box module is mounted, unit has been striped/logo'ed, electronics are installed, and delivery should be in the next two weeks to our partners.
- TPC Fire Response - MPV 6-01, (1) ASM, (2) AST's with Type IV staging site at Jack Brooks Airport. The mission of the EMTF response was to augment local 9-1-1 and provide evacuation support for home bound patients once mandatory evacuation was called for.
- MMU - In November, EMTF was able to partner with the (3) hospitals in SETX (Beaumont) to provide MMU orientation and deployment basics course; great attendance from local partners.
- MMU Warehouse Workday for EMTF will be January 10, 2020 at the SETRAC Warehouse from 0900 to 1500.
- EMTF continues to work with Cypress Creek EMS/NW Community Health EMS regarding an exercise in March 2020 (HS EMT Extrication Day) and will exercise AMBUS, AST and MMU.
- EMTF-6 Coordinator is working with regional TIFMAS partners to identify and develop partnerships for Wildland Paramedic Unit (WPU) and Rapid Extraction Module (REM) which are teams assigned as medical support/care for wildland fires.
- The EMTF program continues to be active in Complex Coordinated Terrorist Attack (CCTA) exercises in both Galveston and Jefferson/Orange/Hardin Counties.
- Upcoming EMTF workgroup meetings will be January 21st, hosted in Austin.

F. Training and Exercise (C104)

The Training and Exercise schedule was distributed with the corridor members (*document filed with minutes binder*). Mr. Higgins provided the following report:

- Training schedule is open to June 30, 2020.
- SETRAC is scrutinizing members who sign up for TEEX Training who are “no-shows”. Anyone signing up for a TEEX class needs to attend. Some sponsored classes have had a lot of “no-shows” and it is not only embarrassing to SETRAC and the region but can potentially affect future classes in our region.
- SETRAC Trainers (John Wingate and Adam Lee) request not to have duplicate training sessions at facilities (e.g., each shift with only a handful of staff). Remember, there are 186 hospitals and SETRAC cannot provide this kind of training schedule for all members.
- PEMS Exercise (*Pediatric Evacuation Mass Surge*) being held on June 9-10-2020. Meets new ASPR Grant goal. More information will be forthcoming. “The Clinical Advisory Committee” is

focused on creating the Regional Pediatric Evacuation and Mass. Surge (PEMS) Plan Exercise scheduled for February 2020.

- SETRAC will be hosting “Pedi Disaster Response& Emergency Preparedness Course” (MGT-439) on June 9th and 10th.

G. Special Populations Update (C104)

1. CMS released a rule update, basically reducing preparedness burdens on the 17 types of providers. Most of the changes affect everyone but nursing homes. Among the changes, they take the community exercise requirements to every other year instead of every year, while opening-up more exercise types that can be accepted in the years between the FSEs such as seminars, workshops & drills. Also changes to the home health payment system where before it used to be a lump sum payed covering the total home care of the client within a certain amount of time, to now where agencies are paid based only on services already provided so there might be some changes down the pipe for that group.
2. SETRAC is planning CMS Bootcamps with detailed, updated information and more advanced information than the previous ones to ensure the region is well prepared for these changes and additional lessons learned from the multiple activations last year.

H. Partner Updates (C101)

Amy Lopez (Memorial Hermann TMC) reported they will be moving into their new facility on January 22nd (2:00 am to 7:00 am). They will be on a planned internal disaster during this time.

No other 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. This will ensure updates are documented accurately in the minutes.

I. Open Discussion/Other Business

- **2020 Downtown Corridor Meeting Schedule**

Mr. Higgins requested review and approval of the 2020 meeting schedule. After discussion, the corridor members unanimously agreed to hold the meetings in the SETRAC conference center from 1300 to 1500. The 2020 meeting schedule was approved.

Adjournment

There being no further business, Mr. Higgins adjourned the meeting at 1:45 pm. The next Downtown Corridor meeting is scheduled for Friday (February 7th) at SETRAC (1111 North Loop West, Suite 160, Houston, Texas 77008) in the conference center. This meeting will be dedicated to the tabletop exercise.

ATTENDEES: Norma Atherton, Kent Cavender, Amber Johnson, Aaron Freedkin, Angelina Fontenot, Stephen Collazo, Hilal Salami, Liz Brewer, Richard Snider, Lisa Spivey, Gloria Kologinczak, Evelyn Locklin, Cynthia Quinones, Amy Lopez, Roxie Ward, Ray Higgins, Kat Samuel