



**West Corridor Minutes**  
Memorial Hermann Cypress Hospital  
Cypress, Texas 77433  
December 13, 2019



**A. Call to Order**

Toni Carnie opened the meeting at 9:05 am.

**B. Approval of Minutes (C101)**

Ms. Carnie requested review of the September minutes. David Cramer (HCA Houston Healthcare Kingwood) made a motion to approve the minutes, Robert McCall (Memorial Hermann Cypress Hospital) seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

**C. New Business**

• **2020 Tabletop Overview (C104)**

John Wingate introduced Adam Lee as SETRAC's new Training and Exercise Coordinator. Mr. Lee comes to SETRAC from League City where he served as their Deputy EMC.

Mr. Lee reported the tabletop will tie into the functional exercise scheduled for April 21<sup>st</sup> and 22<sup>nd</sup>, and individual facilities/agencies may plan a full-scale exercise according to their needs. He gave the corridor members a brief overview of the exercise goals and expectations. The scenario will be a weather event (tornados, flooding, frontline winds, etc.) and the facilities/agencies need to be thinking about their personnel and plan needs. SETRAC is conducting an Exercise Development Training class on March 20<sup>th</sup> from 1:00 to 3:00 pm with the location to be announced.

Ms. Carnie requested approval of the tabletop date, time and location. David Cramer (HCA Houston Healthcare Kingwood) made a motion to have the January West Corridor meeting (January 31<sup>st</sup>) serve as the West Corridor tabletop exercise, John Carmona (Cypress Creek Hospital) seconded the motion, and the corridor members carried the motion.

John Carmona (Cypress Creek Hospital) made a motion to change the tabletop exercise time from the normal West Corridor meeting time of 9:00 to 11:00 am, to the new time of 1:00 to 4:00 pm, Robert McCall seconded the motion, and the corridor members carried the motion.

The West Corridor Tabletop Exercise is scheduled for Friday (January 31<sup>st</sup>) from 1:00 to 4:00 pm at the SETRAC Conference Center (1111 North Loop West, Suite 160, Houston, Texas 77008).

**D. HPP Capabilities Review (C101/C202)**

- 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. Should you have any questions, please contact Lisa.
- Off the Grid Drill - The drill was conducted Friday, December 6<sup>th</sup>, 2019. Over 150+ agencies/facilities participating. Another drill will be conducted later next year.
- Health Care and Medical Response Coordination - Bed Reporting-Please ensure your night shift staff have access to EMResource to conduct night-time drills and real incidents. This should include your house supervisors and ED staff. Also please check your EMResource facility page to ensure that

information is still current and accurate. We recommend that there is a 24/7 number, i.e. house supervisor, listed.

### **E. EMTF Update (C306)**

Jon Clingaman 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.
- 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.
- The HCA Houston Office has signed a region-wide MOA with the EMTF Program. Also, with this partnership came an arm of another partnership with the Envision Physician Group and they have given EMTF a verbal nod they will be signing an agreement as well.
- 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 21<sup>st</sup>, hosted in Austin.

### **F. Training and Exercise (C104)**

John Wingate distributed and reviewed the Training and Exercise schedule with the corridor members (*document filed with minutes binder*).

### **G. Special Populations Update (C104)**

- Exercise Paratus 2019 – Twelve facilities/agencies participated in the exercise. Medical Counter Measure exercise based on an Anthrax release scenario, requiring regional coordination on medication procurement from the Federal SNS Program and activating distribution plans for facility staff, staff families and residents/clients.

Lessons learned/matters to discuss and returned to the group from LTC view:

- a. Does a manifest of all the included people suffice when showing up to the POD to pick-up meds or does the facility/agency need to bring individual screening forms (provided by DSHS) to the POD representing each family?
- b. Can facility/agency start dispensing own medication cache (if available) while waiting for the SNS stock to arrive to facility?
- c. Can left-over medications be absorbed into the facility medication stocks after event is over?
- d. If medication is needed but not part of the SNS stock (allergic to Doxy or Cipro or having a new born); how is it acquired? (*Answer: facility needs to work with medical director to obtain*)

*a prescription (does not have to be a pediatrician if a pediatric patient and work with own pharmacy to obtain it. Regional health authority can be a backup for prescription if own physician not available).*

- e. Most facilities/agencies expressed they will have a screening form completed during onboarding of new personnel, so time is not wasted after event announcement to accumulate all family data of staff. Also need to have additional and clear signage for recipients to go through POD.
- Continue to engage members to increase coalition participation total LTC members at 352 currently.
- A new exercise cycle will follow between January and April with a TTX and FSE. The exercise registration link has already been sent out so sign up, if not already done. Exercise Design training will follow between TTX and FSE to ensure members take the most advantage of the exercise planning and facilitation process.
- 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 paid 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. 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.
- LTC Quarterly meetings - group discussions are leaving the LTC quarterly meetings but emphasizing they are for new members to get up to par, while members who have attended or are seasoned are pushed to the corridor meetings instead, that way we can cycle folks as they come in and push them in that meeting to be part of the corridor meetings. The corridor members agreed this is a good idea.
- EMResource training dates will released with one in every quarter plus an additional training for each of the corridors. Training team is also working on completing online training for EMResource for any member that would like a refresher at their own time.

## **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](mailto:roxie.ward@setrac.org). This ensures updates are documented accurately in the minutes.

## **I. Open Discussion/Other Business**

- Stop the Bleed – Kat Samuel reported Texas Governor Abbott passed a law in June 2019 requiring all Texas schools to have Bleeding Control Training and have Bleeding Control kits throughout their campuses. In mid-October, the Texas Education Agency (TEA) announced Stop the Bleed and Contingency as the only approved courses in Texas schools. To date, SETRAC has trained at 38 districts within the region. The charter schools are also required to have the training, but most are not aware so SETRAC is working to get the word out to them. SETRAC also has kits available at a reasonable price comparable, if not more reasonable to other vendors.
- Surge Estimator Tool - Ms. Carnie reminded the corridor members to complete and submit their Surge Estimator Tool spreadsheet by November 19<sup>th</sup>.

- 2020 West Corridor Meeting Schedule Review - The corridor members reviewed and approved the 2020 meeting schedule with locations confirmed as follows:

January 31 <sup>st</sup>	SETRAC Conference Center (Tabletop Exercise)
March 27 <sup>th</sup>	CHI St. Luke's Health The Woodlands Hospital
May 29 <sup>th</sup>	Houston Methodist Willowbrook Hospital
July 31 <sup>st</sup>	HCA Houston Healthcare Northwest
September 25 <sup>th</sup>	Encompass Health Rehabilitation Hospital of Humble
October 14 <sup>th</sup> -16 <sup>th</sup>	12 <sup>th</sup> Annual Preparedness Symposium (Galveston Convention Center)
December 18 <sup>th</sup>	Encompass Health Rehabilitation Hospital Vision Park

### **Adjournment**

There being no further business or discussion, Ms. Carnie adjourned the meeting at 10:55 am. The next West Corridor meeting and tabletop exercise is scheduled for Friday, January 31<sup>st</sup>, at the SETRAC Conference Center (1111 North Loop West, Suite 160, Houston, Texas 77008).

**ATTENDEES:** Robert McCall, Jeff Dickens, John Carmona, Kat Samuel, Adam Lee, John Wingate, Fran Briston, David DeLong, Jon Clingaman, Ike Akanu, Toni Carnie, Alex Keller, Matt Hall, David Cramer, Lesa Cordova, Fidel Calvillo, Angelina Fontenot, Dena Daniel, Mike Flanagan, Jesus Pedroza, LeRoy Harrison, Jim Bunch, John Franks, Hilal Salami