



**Downtown Corridor Minutes**  
SETRAC  
Conference Call Meeting  
June 5, 2020



**A. Call to Order**

Aaron Freedkin called the meeting to order at 1:02 pm.

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

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

**C. COVID-19 After Action Report**

Adam Lee and John Wingate lead the discussion on lessons learned.

- Reporting Process - Mr. Freedkin suggested a description of the changes to the reporting information be sent to the facilities/agencies when sending out a revised form.
- PPE – There was discussion regarding the quality of the N95 masks received and the inability to fit test them. John Fleming reported Public Health may have received a counterfeit lot of masks which could be a contributing factor to the quality.
- Distribution Process – The corridor members agreed the distribution process is timely and works well for them.

**D. Special Populations**

Hilal Salami reported the distribution list has grown, therefore the distribution timeframe between packs is now approximately 14 days.

Mr. Salami announced the Quarterly Special Populations meetings will resume in August. Should you have any questions or need assistance, you can contact Mr. Salami at [hilal.salami@setrac.org](mailto:hilal.salami@setrac.org)

**F. Other Business**

Mr. Freedkin reported Texas Children’s Hospitals have started their discussions and planning for social distancing for their ride-out teams during a hurricane. He shared information from the U.S. Army Public Health Command document “Barracks Layout to Prevent Disease Transmission” (filed in minutes binder).

**Adjournment**

There being no further business, Mr. Freedkin requested a motion to adjourn the meeting. Kent Cavender (Houston Methodist) made a motion to adjourn the meeting, Cynthia Quinones (HCPC) seconded the motion, the meeting was adjourned at 1:48 pm. The Downtown Corridor members will be attending the RHPC Board meeting is scheduled for Friday (August 7<sup>th</sup>) in lieu of the Downtown Corridor meeting. The

meeting will be held at SETRAC (1111 North Loop West, Suite 160, Houston, Texas 77008) in the conference center.

**ATTENDEES:** Fidel Calvillo, Kent Cavender, Guy Cayo, John Fleming, Aaron Freedkin, Adam Lee, Amy Lopez, Jesse Pedroza, Cynthia Quinones, Elizabeth Rothrock, Hilal Salami, Ashlee Thurman, Roxie Ward, John Wingate