



## East Corridor Minutes

December 11, 2020

Go To Meeting



### A. Call to Order

Vicki Tarnow called the meeting to order at 1:00 pm.

### B. Minutes (C101)

Ms. Tarnow requested review and approval of the September minutes. Adella Tatom (Liberty-Dayton Medical Center) made a motion to approve the minutes, Thomas Wilbert (Christus Dubuis Hospital of Beaumont) seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

### C. New Business

- **Inventory Review**

Mr. Bartlett reported SETRAC is required to conduct a 100% eyes-on of all DSHS and HPP purchases by the end of the fiscal year. He advised the corridor members he will be sending each facility an excel tracking form and a request for appointment to schedule a time to come-by and verify their inventory of DSHS and HPP items. The major task will be to complete and verify the inventory process for all facilities and ensure they are entered in the WiseTrack system by the end of the fiscal year. WiseTrack is a software/web-based inventory system that allows for visibility and accountability for grant funded preparedness equipment and supplies. The objective for the use of WiseTrack is to maintain accountability of grant funded equipment for inventory management and reporting purposes. Mr. Bartlett is available for WiseTrack training should anyone be new to their facility and need inventory training and/or for anyone needing access to the system or a refresher course. For WiseTrack questions or access please contact Jackson Bartlett at [jackson.bartlett@setrac.org](mailto:jackson.bartlett@setrac.org).

- **COVID-19 Response Update**

Jeremy Way reported SETRAC is sending out information on the vaccine and who would like to be a vaccine provider. SETRAC continues to distribute PPE through the warehouse however the manpower has been scaled back. He advised the corridor members to respond to their PPE email if they plan to skip that distribution. If SETRAC does not receive an email it is considered a “no show” and the facility/agency will be removed from the distribution list after three (3) no shows.

Mr. Way emphasized the importance of data reporting and ensuring the numbers are accurately submitted. The data goes into a state and federal report that a lot of people look at and count on for accurate data.

The “Off the Grid” exercise was held yesterday (December 10<sup>th</sup>) with good participation. The After Action Report is being written and will be posted to the SETRAC website once completed.

## **D. HPP Capabilities Review**

- **Radio Check**

Ms. Tarnow gave a summary of the radio check process and the new the phones that can be obtained through SETRAC along with the WAVE app that can be used as the facility/agency radio. Upon confirmation from SETRAC leadership, the East Corridor does not conduct radio checks at this.

## **E. EMTF Update**

EMTF-6 continues to support the El Paso COVID-Surge mission with an AST (4 units), ASTL & Deputy ASTL. Previously deployed resources included an AMBUS with 6 personnel, multiple MIST positions, and some staffing for the MMU. In total, EMTF-6 has deployed approximately 45 personnel to El Paso from 10/22 to 12/9.

In addition to the El Paso mission, EMTF-6 has deployed one Ambulance and crew to Laredo for a 2-week Critical Care Transport/Transfer mission.

We continue to process reimbursement requests related to Covid-19 Testing, the August Tropical Storms, 2020 Protests, and the current deployments.

## **F. Training and Exercise Update**

Adam Lee reported during the last RHPC meeting all members present were asked if a full-scale exercise for year 2021 was wanted. It was unanimous that it was not due to the COVID response. He reminded the coalition members that a “real world” activation can take the place of a full-scale exercise as long as an AAR and an Improvement Plan, and answers to the surveys that John Wingate has sent out about facility strengths and weaknesses are completed (to meet the community-based exercise requirement).

Tomorrow, December 10th, from 0900-1100, is the off the grid communication drill. Lisa Spivey has sent out the intent to participate form. All training for the foreseeable future will be on an “as requested basis”. Anyone that would like to schedule training or learn more about training that is offered, please email [exercise@setrac.org](mailto:exercise@setrac.org).

On December 15<sup>th</sup>, SETRAC will be hosting an EMResource/WebEOC training. Registration for this is on Eventbrite. On January 28th, SETRAC will be hosting a virtual tabletop exercise from 0800-1200 on the Regional Burn Surge Plan. Registration is also on Eventbrite.

For any questions, or comments please feel free to reach out to [exercise@setrac.org](mailto:exercise@setrac.org) and John Wingate or Mr. Lee will be in touch with you.

## **G. Special Populations Update (C101)**

Hilal Salami reported SETRAC has connected with over 900 Long Term Facilities (Skilled Nursing, Assisted Living, Intermediate Care, Adult Daycare and Dialysis Centers) and over 900 Home Health, Hospice and Personal Care Agencies through prior engagement and the PPE distribution program. Currently working on bringing them all to the fold as active members of the coalition.

SETRAC has been conducting periodic calls with the special populations group throughout the crisis, including the new facilities that joined in through the PPE Program. Meetings started as once a week, then every other week and are now once a month. Our next group call is tomorrow at 3.30pm.

PPE Distribution for both groups is now once a month. Individual cases can be considered depending on facility or agency status.

Since October 29th, SETRAC has been pushing the message for Long Term Care Facilities to complete the Vaccine Provider Program Registration with the state, through the calls and list serve emails. So far 967 LTC Facilities have signed up for the program (58 in North corridor), the highest percentage across Texas. At the HHS Level, Facilities are being designated under mostly either CVS or Walgreens. The

pharmacies will serve as a storage location for the facilities and as of now, they will mostly be doing the vaccine shots. We can send an individual report of each county for the OEMs so they can track that as well if needed. Please just ask Gary or me. Home Health agencies are not included yet in the program. We are trying to find out how or if they will be incorporated in phase 1-A. It was mentioned that the cancelation of the requirement of home health agencies to have a medical director might be the issue.

To add to Adams exercise comment regarding the exercise, SETRAC has released pre-filled COVID-19 AAR Template in August and discussed the template in one of the conference calls and in the follow up email. We also released a pre-filled Hurricane Laura AAR Template in September and discussed that in the group call and following emails. SETRAC will discuss a vaccination component addition to the AAR once that is formulated by the facilities as well and will dedicate a call to discuss it. It is a live document so tasks and lessons learned can still be added as the crisis evolves. A portion of the registries for the No-notice drill are from the special populations group and we will discuss it more in the group call tomorrow at 3.30pm in terms of drill designation according to regulatory.

Training schedule for EMResource for the group will be coming out this Friday with a schedule for year 2021. We Will have a training scheduled every other month virtually for now and can move to in-person in the future.

## **H. Other Business**

- **Proposed 2021 East Corridor Meeting Schedule**

Ms. Tarnow requested review and approval of the proposed meeting dates. Ron Nichols made a motion to approve the 2021 East Corridor Meeting Schedule, Kathy Rodgers seconded the motion, and the corridor members carried the motion.

- **Staffing Needs**

There was discussion regarding the ongoing staffing needs in the region and how the STAR processing is being used to fill those needs.

## **Adjournment**

There being no further business or discussion, Ms. Tarnow adjourned the meeting at 1:33 pm. The next East Corridor meeting is scheduled for Friday (January 15<sup>th</sup>) from 1:00 to 3:00 pm via Go To Meeting.

**ATTENDEES:** Vicki Tarnow, Adella Tatom, Darrell Fales, Darlene Farek, Sherry Richardson, Kacey Simmons, Frank DeMarco, Kevin Hunt, Jeff Thibodeaux, Jeremy Lamb, Tim Welch, Norma McCall, Kathy Rodgers, Ron Nichols, Reginald Wasson, Thomas Wilbur, Lydia Broussard, Jeremy Way, Jackson Bartlett, Mikal Orr, Hilal Salami, Adam Lee, Roxie Ward