



South Corridor Minutes

November 13, 2020

Conference Call Meeting

1-888-537-7715



A. Call to Order

Jeremy Way called the meeting to order at 1:05 pm.

B. Minutes (C101)

Mr. Way requested review of the September minutes. Patricia Magee (Oak Bend Medical Center) made a motion to approve the minutes, Fritz Kuebler (UTMB) seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

C. Inventory Review

Jackson Bartlett introduced himself as the new Logistics and Inventory Coordinator for SETRAC. He 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. He 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.

Mr. Bartlett also reported SETRAC has sufficient inventory of all COVID-related supplies. Anyone needing specials items not included in the push packs, should contact him at jackson.bartlett@setrac.org.

D. COVID-19 Response Update

Mr. Way reported there has been information shared regarding facilities being a vaccine provider. SETRAC continues to distribute PPE to all facilities and agencies. Anyone facility/agency not needing their push pack should respond to Hilal Salami's email advising they would like to skip the pick-up or would like to be removed from the list. If SETRAC does not receive any communication and the push pack is not picked up, that facility/agency will be removed from the list and would need to register again.

Mr. Way announced we will be conducting a Regional Communications "Off the Grid" Exercise in December. Hazardous Vulnerability Assessments (HVA) are coming up soon.

E. HPP Capabilities Review

Mr. Way emphasized the importance of the radio checks and advised the corridor members SETRAC can assist with a phone and the WAVE app. Fidel Calvillo is working with the facilities to assist with the phone setups and downloading the app. Any facility/agency having

any questions or wanting to know more about the phones should contact Mr. Way at jeremy.way@setrac.org.

F. EMTF Update

Mikal Orr introduced himself as the new EMTF-6 Coordinator, taking over for Jon Clingaman since he took a position with TDEM. He reported an Ambulance Strike Team, MIST personnel, Ambus and associated crew (approximately 21) were deployed to El Paso on October 22nd through November 30th. EMTF is working with the partners and agencies there to maintain continuity in staffing and working through COVID exposure and quarantine issues. With the COVID surge in the Panhandle, there is a smaller SMA in place with no personnel or equipment deployed at this time.

Mr. Orr advised the corridor members that SETRAC continues to assist and oversee the reimbursement process with partners that have deployed to ensure the process is as seamless as possible.

G. Training and Exercise

Adam Lee reported the idea of a fourth exercise this year was presented to the coalition members at the November 6th RHPC Board meeting and everyone agrees the region has been working at full-scale exercise capacity the past eight months and probably have more ahead so there will not be a full-scale exercise this coming year. The SETRAC Training and Exercise Team will be writing an After Action Report using the COVID response. Mr. Lee stressed that the facilities/agencies need to keep good notes on their COVID response so when John Wingate sends out the After Action Report they can complete and submit the form according to that information or that facility/agency will not receive credit for the real-world exercise response.

Mr. Lee advised the corridor members to check Eventbrite for EMResource and WebEOC trainings. Any facility/agency looking for specific trainings should email Mr. Lee and/or Mr. Wingate at exercise@setrac.org.

H. Special Populations Update (C101)

No Special Populations update reported.

I. Partners Updates (C101)

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 will ensure updates are documented accurately in the minutes.

J. Open Discussion/Other Business

- Proposed 2021 South Corridor Meeting Schedule

Mr. Way reviewed the proposed 2021 South Corridor meeting schedule and asked anyone that would like to host a meeting at their facility to contact him at jeremy.way@setrac.org.

Adjournment

There being no further business or discussion, Mr. Kuebler (UTMB) made a motion to adjourn, Nasima Rahimtoola (Sugar Land Rehab Hospital) seconded the motion, and Mr. Way adjourned the meeting at 1:18 pm. The next South Corridor meeting is scheduled for January 8th; however, the South Corridor members are encouraged to attend the RHPC Board meeting in lieu of the South Corridor meeting being held on the same date (Friday, January 8th) at 1:30 pm.

ATTENDEES: Andrew Smith, Karen Cothran, Coretta Edwards, Darrell Fales, John Batiste, Fritz Kuebler, Mary Nicholson, Mike Mastrangelo, Chris Palmer, Mellanee Roberts, Tammy Sanderson, Susan Hernandez, Nasima Rahimtoola, Tyler Tipton, Dawn Wood, Jeremy Way, Jackson Bartlett, Adam Lee, Mikal Orr, Lisa Spivey, Roxie Ward