



**West Corridor Minutes**  
May 26, 2023  
Memorial Hermann The Woodland  
9250 Pinecroft Drive  
The Woodlands, Texas 77024



**A. Call to Order**

Katherine Samuel opened the meeting at 9:01 am.

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

Ms. Samuel requested review of the March minutes. Toni Carnie (HCA Houston Healthcare Tomball) made a motion to approve the minutes, Todd Daigneault (The Woodlands Specialty Hospital) seconded motion, and the corridor members carried the motion. The minutes were approved as written.

**C. New Business**

- **Regional Radiological Exercise Review**

Carrie Cox reported the West Corridor had the largest group for the tabletops and there was a lot of good discussion. The After Action Report for this tabletop is live on the SETRAC website.

- **Closed Pods**

James Meaux with DSHS Public Health 6/5 South gave a presentation on the closed pods program from a hospital perspective. Unlike SETRAC, DSHS 6/5 South covers sixteen counties with most of those counties in the West Corridor area. Mr. Meaux also gave the corridor members a brief overview of the CHEMPACK process.

**D. HPP Capabilities Review**

- **Juvarre**

Changes are ongoing, but the biggest change to remember is if you move to another hospital, you will need a new account created or if your hospital changes the email domain, all new accounts need to be created for the entire hospital staff with accounts. These accounts do not deactivate and then reactivate, a new account must be created.

- **Hazardous Vulnerability Assessment (HVA)**

SETRAC has received quite a few HVAs from the West Corridor. The HVAs are due by July 1<sup>st</sup>. Should you have any questions, please email Ms. Samuel at [kat.samuel@setrac.org](mailto:kat.samuel@setrac.org) or Lisa Spivey at [lisa.spivey@setrac.org](mailto:lisa.spivey@setrac.org).

- **CMOC-101 Training**

SETRAC has scheduled CMOC-101 trainings for June 9<sup>th</sup> (Houston Emergency Center), June 16<sup>th</sup> (TranStar), August 2<sup>nd</sup>, and October 14<sup>th</sup>. The CMOC calendar is posted on the SETRAC website with the dates each hospital is assigned.

**E. EMTF Update**

Mikal Orr highlighted some of the items in his EMTF update as listed below (*filed with West Corridor minutes binder*).

Current Activations:

1. Preparing for Jeep Weekend – 5/19-5/21 (860, generator, MCI trailer, and request for 3 Voluntary ALS units)

Past Activations:

1. 5/2/2023 – San Jacinto Search Ops Support – 4 SETRAC personnel, 860, and generator
2. 4/22/2023 - The Woodlands Ironman – SETRAC LNO on scene and HFD Strike Team on standby
3. 3/31/2023 - AST/ASTL/MPV 602 activation for Final Four to assist HFD

Training/Exercises/Meetings:

1. EMTF Training –
  - a. ASMT – June 13-14 (3 seats open)
  - b. 2<sup>nd</sup> Thursday of the Month – WebEOC trainings at 1400 & 1800
  - c. 4<sup>th</sup> Thursday of the Month – Pulsara Training (invite will be sent to appropriate team members)
2. Exercises –
  - a. TDEM Full-scale Hurricane Exercise – May 15-17, 2023 (opportunities to participate for TFL, MIST, AST, ASMT, MMU/RNST. Additional information and requests will be provided closer to the exercise date.)
  - b. UTMB Hurricane Evacuation Exercise – date TBD (opportunities to participate for TFL, MIST, AST, ASMT, MMU/RNST. Additional information and requests will be provided closer to the exercise date.)
  - c. CMOC – Spring Radiological Functional Exercise April 12, 2023 (TFLs invited to attend).
  - d. East Corridor MCI Triage Full-scale Exercise 4/11/2023
3. Meetings:
  - a. Galveston Hurricane Evacuation Meeting
  - b. UTMB/AMR – meetings to discuss RITA/IDRU teams and response
  - c. TMORT – meetings to discuss team status and prepare for training opportunities
  - d. College Football Playoff meeting

New/Future Business:

1. Future Meetings – TDEM Conference 5/29-6/2
2. MPV 602 1.5 upgrades (Final Inspection 5/5/23)
3. EMTF-6 ListServ – any members can be on the ListServ to receive general and critical information. Please sign-up at the following address <https://list.setrac.org/mailman/listinfo/emtf6> . You may also email [Mikal.Orr@setrac.org](mailto:Mikal.Orr@setrac.org) to receive the link.
4. Member information – all members need to complete/update their contact information on Board #13 “EMTF Contacts” in WebEOC. The link to the EMTF WebEOC server is <https://webeoc.txemtf.org/eoc7/controlpanel.aspx>. If you do not have an EMTF WebEOC account, please email [support@strac.org](mailto:support@strac.org) to request one. Please CC [mikal.orr@setrac.org](mailto:mikal.orr@setrac.org) so that I know you have made a request for an account. If you have any questions, please contact Mikal Orr.
5. A request for TFL/MIST/AST/ASMT will be distributed for participation in the TDEM Hurricane Exercise, SETRAC Radiological Surge Exercise, and the Harris Co. Full-scale Exercise. Additional details will be distributed to the ListServ when more information is received.
6. SETRAC will transition from SmartNotice to OnSolve for event and emergency notifications. The transition is on-going. Please expect to receive emails or forms requesting updated information from agency’s leadership and some individual EMTF members.

**F. Training and Exercise Update**

Carrie Cox reviewed highlights from the Training and Exercise Schedule distributed to the corridor members (*filed with the West Corridor minutes binder*).

## **G. Special Populations Update**

Fidel Calvillo highlighted some items in his update as outlined below (*filed with West Corridor minutes binder*).

In preparation for hurricane season, we hold an annual exercise for our Special Populations. Our annual Special Populations Exercise – Evacuation and Shelter in Place was completed on May 4<sup>th</sup>. An in-person tabletop was held on April 20<sup>th</sup> in Willis, TX. leading up to the virtual Full-Scale on May 4<sup>th</sup>. Over 70 attendees participated in the tabletop comprised from all over our 25-county region. A special thanks went out to facility staff that traveled over an hour to attend. The May 4<sup>th</sup> portion of the exercise had close to 300 facilities attending virtually. Facilities that submit the evaluation form for the exercise will receive a certificate of attendance and the AAR template for them to complete for their records to meet regulatory requirements.

Our first Emergency Preparedness Bootcamp will be May 9<sup>th</sup> in Texas city for our South Corridor area. On May 23<sup>rd</sup> a Bootcamp in Lufkin for our North Corridor will be held. We are finalizing a few items to hold a Bootcamp in Houston on June 14 for our Downtown Corridor. Once final, the registration information will be shared with our stakeholders.

FSEDs in TSA Q will be participating with our SETRAC Clinical committees (Stroke/Cardiac). Continue offering onsite EMTrack training to FSEDs. Continue to meet with new FSED Administrators and getting them familiar with SETRAC preparedness activities and reviewing their plans. FSEDs participated in the Rad Exercise in April.

Ongoing Activities:

We continue to onboard new facilities on a weekly basis. Onsite visits are ongoing. For any facility that would like to meet to discuss preparedness planning please contact (Fidel).

Boot camp planning continuing with jurisdictions.

Providing email updates to stakeholders as requested by our preparedness partners.

Presenting SETRAC emergency preparedness overview to facility corporate personnel and local healthcare groups.

Trainings - EMResource in person trainings were held in March. Will continue to offer in person training throughout the region. UTMB providing a free training on how to develop a Respiratory Program for health care facilities. Next training on May 11<sup>th</sup> and June 13<sup>th</sup>. SETRAC Emergency Preparedness overview available to facility personnel.

## **H. Inventory Update**

Kyle Ericksen highlighted some of the items in his Inventory update as listed below (*filed with West Corridor minutes binder*).

- The TDEM Strategic PPE Stockpile Workgroup has picked back up. It will be a very slow process to determine the feasibility of the project, but Kyle Ericksen (SETRAC) will update as he has more information.
- SETRAC is actively working towards a new inventory tracking software that will streamline accountability for both the facilities and moving forward.
- SETRAC has recently supported the Iron Man Triathlon in the Woodlands, an Asset Showcase in Nacogdoches, and the Final Four NCAA Basketball Tournament
- If any agency or facility would like a tour of the SETRAC Warehouse to have a better understanding of the assets and resources we are able to provide, please contact Mr. Ericksen at [kyle.ericksen@setrac.org](mailto:kyle.ericksen@setrac.org).

- If a corridor feels that it would benefit from an Asset Showcase in their region, SETRAC would be happy to coordinate a day to provide the opportunity for partnering agencies to walk through our assets and learn more about our capabilities.
- For any training or planned event that you would like SETRAC to bring assets or resources to, please complete the “Non-Emergency Asset Request Form” on the SETRAC website and, as long as there is no real-world conflict, SETRAC will do their best to support your request.

### **I. 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 will ensure updates are documented accurately in the minutes.

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

- **Award of Excellence**

Ms. Samuel announced applications for the Award of Excellence are now being accepted by SETRAC. The application can be found on the SETRAC website and is due August 31<sup>st</sup>.

- **Alternate Medical Facility Care Plan**

Ms. Samuel reported for Victor Reyes (Montgomery County) that they started working on an Alternate Medical Facility Care Plan prior to COVID and intend to begin reviewing and finalizing the plan with partners’ assistance soon.

### **Adjournment**

There being no further business or discussion, Ms. Lopez adjourned the meeting at 10:29 am. The next West Corridor meeting is scheduled for Friday, July 28<sup>th</sup>, to be held at Memorial Hermann Memorial City, 921 Gessner Road, Houston, Texas 77024.

**ATTENDEES:** George Pelphrey, Alex Keller, Jenny Pfannes, James Meaux, James Cayh, Jesse Pedroza, Carrie cox, Howard Busa, Christine Youngblood, Fidel Calvillo, Andrew Fisk, Ashley Simon, Christian Calalang, Stanley Lira, Todd Daigneault Joseph Murray, Kim Hobson, Angela McArthur, Allison Reimers, Toni Carnie, Kyle Ericksen, Mike Jaquez, Dena Daniel, Alicia Williams, Meghna Bhatt