



## **Downtown Corridor Minutes**

SETRAC

August 4, 2023

City of Houston OEM

5320 North Shepherd

Houston, Texas 77091



### **A. Call to Order**

Michael Olivier called the meeting to order at 1:07 pm.

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

Michael Olivier requested review and approval of the April minutes. Rachael Aldape (Memorial Hermann Greater Heights) made a motion to approve the minutes, Amy Lopez (Memorial Hermann System) seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

### **C. New Business**

- **City of Houston OEM Overview**

Tom Munoz (City of Houston/Deputy Director Homeland Security and Public Health) gave an overview of the Office of Emergency Management daily activities sharing their situational awareness process when coordinating special events and MCIs with the hospitals and all partners (Center Point, Law Enforcement, EMS, SETRAC, Public Health, etc.).

- **Texas Children's Hospital (TCH) West Campus Decon Event**

Geoff McKeel and Cindy Broderick with Texas Children's Hospital gave a brief overview of the June 24<sup>th</sup> TCH West Campus decontamination event involving a chlorine spill at a local pool. Fourteen pediatric patients and parents presented to the TCH West Campus Emergency Department. TCH called in more staff and contacted SETRAC to assist with the decontamination process. TCH successfully decontaminated the patients and their parents, and the Maintenance Department was instructed on how to properly clean the decontamination area. SETRAC was a huge support as most of the staff on duty were new employees (a year or less) and did not have decontamination training; therefore, the importance of timely training was a valuable lesson learned.

- **Cyber Security Overview**

Jennifer White and Maynard Thomas (Houston Police Department/Fusion Center) presented on homeland security cyber issues related to healthcare vulnerabilities to hackers and data breaches. The most common vulnerabilities are failure to encrypt, reliant on third-party software, failure to purge systems, users of mobile devices and Wi-Fi, etc. There was discussion regarding the rising use of artificial intelligence and related issues. The Fusion Center shared their cyber security resource document with the corridor members (*filed with the Downtown Corridor minutes binder*).

### **D. HPP Capabilities Review**

- **Hazard Vulnerability Assessment (HVA)**

Lisa Spivey reviewed the regional HVA results with the corridor members. Cyber security came in at 24% indicating its importance as shared in the Fusion Center's earlier presentation.

## **F. EMTF Update**

Ms. Spivey reported Mikal Orr is currently assisting EMTF with the wildfires; therefore, there is no update for this meeting.

## **H. Training and Exercise Update**

Carrie Cox reviewed the training and exercise schedule distributed to the coalition members (*filed with the Downtown Corridor minutes binder*). She thanked those who attended the MGT-341 course, and she stressed the importance of attendance if there is low attendance, the chances of the TEEX instructors coming back for another course as reduced.

Two more CMOC 101 classes are available for this year, September 28<sup>th</sup> (Fort Bend County) and October 4<sup>th</sup> (Harris County EOC). These classes are limited to twenty attendees.

Ms. Cox announced SETRAC is partnering with Sam Houston State University for the pre-symposium training this year. Attendees will receive a certificate from Sam Houston State University once completing the Homeland Security for Healthcare course on Tuesday (October 24<sup>th</sup>). The registration fee is \$100 with limited seats (65 seats).

## **I. Special Populations Update**

Fidel Calvillo highlighted some items in the Special Populations update as outlined below (*filed with Downtown Corridor minutes binder*).

Our Emergency Preparedness Bootcamps have been held in Texas city for our South Corridor area; in Lufkin for our North Corridor; Houston for our Downtown Corridor; and in Port Arthur for our East Corridor. There have been 149 attendees for our bootcamps to date. One of the final two bootcamps for our hurricane season has been scheduled on August 1<sup>st</sup> in Lake Jackson (Civic Center). The registration information has been shared with our stakeholders.

### 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.calvillo@setrac.org](mailto:fidel.calvillo@setrac.org)).

Boot camp planning continuing for one final bootcamp (West Corridor) to be held in August or September.

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:

Emergency Preparedness Boot Camp August 1<sup>st</sup> in Lake Jackson.

EMResource trainings continue to be offered in person throughout the region.

SETRAC Emergency Preparedness overview available to facility personnel.

## **H. Inventory Update**

Ms. Spivey announced Kyle Ericksen (SETRAC/Logistics Coordinator) has accepted a position with another company and his last day at SETRAC is August 20<sup>th</sup>. She stated Mr. Ericksen has been with SETRAC for about a year and a half, and we wish him well with his new opportunity.

## **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**

- **Rice University Exercise**  
Rice University has a full-scale active shooter exercise scheduled for October 13<sup>th</sup> from 9:00 am to 3:00 pm. Anyone interested in participating in this exercise can reach out to Ms. Spivey at [lisa.spivey@setrac.org](mailto:lisa.spivey@setrac.org) and she will provide you with their contact information.
- **Participation Letters**  
Those facilities that have already applied for this year's Award of Excellence, a score card and participation letter has been sent out. After this group's information is distributed, SETRAC will begin sending all facilities their participation letters to have on file for surveys indicating percentage of compliance.
- **Texas EquuSearch**  
Ms. Spivey thanked the corridor members for paying attention to the recent EMResource notification requested by Texas EquuSearch for missing persons. Both individuals were found in hospitals which is not only evidence the system works, but the families were able to be reunited with their loved ones.
- **October Downtown Corridor Meeting**  
Mr. Olivier presented the option to cancel the October 6<sup>th</sup> meeting since the symposium can count towards participation in October. There being no opposition, the corridor members agreed to cancel the October 6<sup>th</sup> meeting.

## **Adjournment**

There being no further business, Mr. Olivier adjourned the meeting at 2:25 pm. The next coalition event is the 14<sup>th</sup> Annual Preparedness Coalition Symposium scheduled for October 25<sup>th</sup>-27<sup>th</sup> at the San Luis Galveston Convention Center. The next Downtown Corridor meeting is scheduled for Friday (December 1<sup>st</sup>) in-person at the SETRAC (1111 North Loop West, Suite 160, Houston, Texas 77008) in the conference center.

**ATTENDEES:** Michal Olivier, Kim Hobson, Katie Linn, Bryan Campbell, Ashlee Thurman, Keaton Barnett, Fidel Calvillo, Amy Lopez, Gisela Cinta, Keith LaChance, Trey Frankovich, Sonya Stokes, Danny Shine, Rachael Aldape, LaSandra Brown, Carrie Cox, Austen McMillin, Cynthia Crespo-Bonaparte, Geoff McKeel, Jeffery Floyd, Aaron Velasquez, Lisa Spivey, Roxie Ward