



Hospital Preparedness Council of North Texas (HPCNTX)

MEETING MINUTES TSA-C Hospital Planning Group Thursday, August 16, 2007 3:00 pm

Location: United Regional HCS, Gaines Pavilion
1600 11th Street Wichita Falls, TX 76301

Attended by:

Agenda		Time	Topic	Discussion	Responsible Party
Opening		5 mins.	Introduction	Welcome to all attendees and please sign-in and pick-up an agenda. Posting of the minutes from the previous meeting will be posted to the website for review and approval. Terry Stagg and Marco Montes to HPCNTX staff. This is an ex	Jan Reed – HPCNTX Chair Terry Stagg – HPCNTX Marco Montes - HPCNTX
			HRSA Year 5	Payments are being sent out by DFWHC on a timely basis. HRSA 5 is on schedule to be closed out.	
Business Updates	1. A.	10 mins.	OASPR Year 6	<p>Year 6 overview – TSA-D acceptances and approval of HPCNTX Request for Purchase (RFP). Year 5 vs year 6. For the last five years was purchasing in nature and the new contract will encompass more response capacities.</p> <p>Level one – level of readiness</p> <ol style="list-style-type: none"> 1. Interoperable communications 2. Bed tracking 3. ESAR - VHP 4. Fatality management plans 5. Hospital evacuation plans <p>Level two – level of readiness</p> <ol style="list-style-type: none"> 1. Alternate care sites 2. Mobile medical assets 3. Pharmaceutical cache 4. PPE 5. DECON <p>Overarching requirements NIMS</p>	Jan Reed – HPCNTX Chair Terry Stagg, HPCNTX Marco Montes, HPCNTX

			<p>Education and preparedness training Exercise and corrective action plans At risk/ special needs populations</p> <p>An regional Medical Hazardous Vulnerability Assessment (MHVA)</p> <p>Work plan overview (*see work plan summary form G) Areas to focus on:</p> <ol style="list-style-type: none">1. Interoperable Communications2. Training and Education – NIMS, HEICS etc3. Alternate care sites identified4. Drills and exercises (tabletop and FFE) <p>RODs and REDBAT training and capacity expansion through Nancy at WCHHS or through OASPR funds</p> <p>BHPP software and hardware issues – software and information will NOT be lost but DFWHC will pass the information to us electronically (by Bill our IT Specialist)</p> <p>Interoperable communications – Regional repeater program (VHF/UHF hospital based program) or Radio over Internet Protocol (RoIP) technologies</p> <p>Exercise overview – One tabletop and one full field exercise (FFE) Marco Montes to coordinate this effort as a FTE of the HPCNTX.</p> <p>Alternate care sites – possible mobile hospital purchase with OASPR grant funds to be used regionally and stored at the Wichita County OEM along with the RMOC communications trailer.</p> <p>Education and Training – Train the Trainer (TtT) - Hospital Emergency Response Training (HERT) program offered by the Office of Domestic Preparedness (DHS-ODP). Marco Montes to attend in September if still available, or to bring to the region these types of programs for hospital staff to attend.</p> <p>NIMS – Requirements (ICS 800, 700, 200HC, and 100HC) EOC lead staff need all four courses and 100HC and 200HC and need by support staff of the Hospital Emergency Operations Center (HEOC) only.</p> <p>Reimbursement process – B13 processing for completion of program expectations.</p> <p>Short turn around on funds only a 4-6 weeks turn-around on funds from</p>	
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	1. B.	5 mins.	Financial Report	Standing Committee – Review of Reports (future activities)	Jan Reed – Chair Terry Stagg, HPCNTX Marco Montes, HPCNTX
Standing Reports	2. A.	5 mins.	Communications and Information Committee	Standing Committee – Review of Reports (future activities)	TBD - Chair Marco Montes, HPCNTX Terry Stagg, HPCNTX
	2. B.	5 mins.	Training, Exercises & Performance Improvement Committee	Standing Committee – Review of Reports (future activities)	TBD - Chair Terry Stagg, HPCNTX
	2. C.	5 mins.	Safety and Security	Standing Committee – Review of Reports (future activities)	TBD - Chair

	2. D.	5 mins.	Preparedness Coordinating Council (PCC)	Standing Committee – Review of Reports (future activities)	TBD - Report
	2. E.	5 mins.	Governor's Emergency & Trauma Advisory Council (GETAC)	Standing Committee – Review of Reports (future activities)	TBD - Report
	2. F.	5 mins.	Regional Advisory Council for Trauma (RAC)	Standing Committee – Review of Reports (future activities)	Jacky Betts, Executive Director North Texas RAC
	2. G.	5 mins.	Public Health – Region, County and City	Standing Committee – Review of Reports (future activities)	David Zane, Epidemiologist DSHS HSR 2/3 Wichita County HHS
Open Forum		5 mins.	New Business	<p>Training and Education program – Regional or local delivery of this service. i.e NIMS, DECON, PPE, HERT and HEICS. We will work as a region to deliver a regional training program that we all can be proud of.</p> <p>Regional coordination of Training and Education programs i.e. CDLS Sept 27-28 and other will be solicited to deliver healthcare specific training here in Wichita Falls area. See: http://66.160.8.45/cdls.asp for course curriculum and additional resources.</p> <p>Please share training opportunities to Terry Stagg at TStagg@HPCNTX.com and we can post it to the regional training and exercise calendar.</p> <p>WebEOC and EMSsystem training and exercise on July 12 sponsored by DFVHC and facilitated by Terry Stagg. The AAR will be posted to the HPCNTX website soon.</p> <p>Pandemic Influenza Campaign – PSA campaign by WCHHS – Public service announcements on TV, Radio, Sunday paper, and bill boards – Emergency Preparedness – All hazards approach to disasters “Be Prepared, Make and Plan and prepare an emergency kit!”</p> <p>Many thanks to HPCNTX executive board and staff for the last three months of hard work to get us where we are now.</p>	All
Closing		5 mins.	Next Meeting	October 4, 2007, at 3pm – Location change! : URHHCS 11 th street location in cafeteria D meeting room on the first floor.	All