



September 2019 Agenda

<i>Introductions</i>	All
<i>Minutes Approval</i>	Wanda Roberts
<i>Review Survey Monkey Poll</i>	Wanda Roberts
<i>Leadership Responsibilities/Timeline</i>	Attend KETHC Larger meeting and CMS Group 1 Meeting and serve as conduit of information between the two meetings <ul style="list-style-type: none"> • Decide on the topic of training for each CMS meeting
<i>Exercise AAR & Brainstorm solutions</i>	John Brinkley <ul style="list-style-type: none"> • GIS • Generic email addresses • Cell/24-hr contact number in Membership Works
<i>Regional HVA</i>	John Brinkley
<i>Budget Update</i>	Wanda Roberts
<i>Amateur Radio</i>	John Brinkley
<i>Regulatory/Compliance Updates</i>	Open Discussion
<i>Events/Exercises/Training</i>	Open Discussion
<i>Real Events</i>	Open Discussion
<i>Upcoming Training</i>	Wanda Roberts <ul style="list-style-type: none"> • EMAT Conference 14-16OCT2019 – Downtown Knoxville • Region II EMS Conference 07-08Nov2019 – Gatlinburg • National Healthcare Coalition Conference
<i>Other</i>	Next Meeting - TBD
<i>Adjourn</i>	



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<i>Introductions</i>	All
<i>Minutes Approval</i>	Minutes Approved
<i>Review Survey Monkey Poll</i>	<p>Survey Results</p> <ul style="list-style-type: none"> • How many times a year would you like to meet? <ul style="list-style-type: none"> ○ Majority vote overall 4 times a year • What day of the week is best to meet? <ul style="list-style-type: none"> ○ Thursday • What time of the day is best to meet? <ul style="list-style-type: none"> ○ 1:30 or 2:30 • What area of training are you interested in? <ul style="list-style-type: none"> ○ Active Shooter ○ Role of Coalition ○ Area agencies, their roles and contact information
<i>Leadership Responsibilities/Timeline</i>	Moving forward, we discussed combining groups 2-4 for quarterly meetings with a breakout session for each group.
<i>Exercise AAR & Brainstorm solutions</i>	<ul style="list-style-type: none"> • If you participated in the exercise, you should have received an email during the exercise that asked what resources you could share. That information was gathered and combined into a GIS system. John showed the results of that information and what it looked like to us during the exercise. To see the slides, refer to the attached PowerPoint presentation. The GIS system allowed us to quickly see all the available resources and where they are located in the event of a real emergency, we would be able to send resources that are closest to the incident. • The system worked so well that it is being replicated across the state. • One gap we have at the moment is the ability to reach out to all the CMS community in the middle of the night. We are going to add a section on the Membership works to gather a 24 hour contact number that we can call or text. If you know of a program or have thoughts on how to get information out to everyone in a timely manner.
<i>Regional HVA</i>	The 2019 HVA is on the website. All the hospitals in the region submit their input which is consolidated into the region-wide HVA. The HVA is used to help guide the coalition in the coming year in regards to exercise, training and equipment purchased. To view the outcome of the HVA go the KET Coalition website at www.ketcoalition.org
<i>Budget Update</i>	<ul style="list-style-type: none"> • The state puts out a spending plan every year, and they want to keep everything we do in the public eye so anyone can view the budget plan on the coalition website.



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	<ul style="list-style-type: none"> • The coalition has a budget planning committee, who take into consideration real world events, HVA, and Gaps to prioritize budget areas (please refer to powerpoint for details). Some relevant categories for our CMS partners include \$15,000 for CMS17, \$30,000 for Training, \$140,000 for communications, and \$15,000 for Exercise(s). • If you have any requests for funding, please let Wanda or John know. <ul style="list-style-type: none"> ○ Etrhc.health@tn.gov ○ John.brinkley@knoxcounty.org
<p><i>Amateur Radio</i></p>	<ul style="list-style-type: none"> • Ham Radio class - The Ham radio group puts on a Ham radio class a few times a year for the coalition. If you would like to go or send someone from your organization, the coalition will pay for you to take the test (given at the end of the class) and give one a free ham radio. This would give you the ability to reach out for help if your communications fail during a disaster. • Communication Plan - We are working with ham radio groups to develop a communication plan for emergencies. This will allow you to go to a specific channel that will be constantly monitored so if you have lost all of your other communication devices you are able to get on the ham radio, go to that channel and ask for help. • Ham Radio Groups - If you would like to get in touch with someone with your area Ham radio group to make them part of your communication plan for emergencies, let us know and we'll get you the contact information for your local group.
<p><i>Regulatory/Compliance Updates</i></p>	<ul style="list-style-type: none"> • Reminder that this is your chance to help each other by sharing what you learned during your compliance/regulatory visits. We have included information shared at other meetings as well. • As a reminder facility must do bomb threat, earthquake, weather, drill yearly and flood drill if you live in a flood zone. • One facility was required to compile a PPE hazards list for each employee which consists of potential exposure risks and the PPE needed to protect against that hazard. This was discovered as part of a TOSHA consult visit. • During a CMS site visit, the generators needed a remote switch in case of fire. Also got dinged for not having a time stamp on the anesthesia consent. • There needs to be city and state approval before proceeding with installation of fire alarm systems. • Compliance reviewers checked heavily on making sure employees were properly trained and documentation of that training was available.
<p><i>Events/Exercises/Training</i></p>	<ul style="list-style-type: none"> • Wanda reviewed the upcoming training planned for the year ahead. To see the breakdown, refer to the attached PowerPoint presentation. • Competition - This year's healthcare coalition is in Houston, Texas. The coalition would like to send one CMS17 person to attend. We thought it would be fun to make the selection of that person a competition. Because we need a logo for the CMS17 group, anyone who would like to create a logo can make one and send it to Wanda. She will gather all the submissions and send them out for voting. The person who creates the selected logo will get to go to Houston with expenses paid. Or winner can



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	<p>choose to go to the EMAG Conference in Savannah Ga, in April 2020. See attached for more information.</p>
<i>Real Events</i>	<ul style="list-style-type: none"> • A disgruntled employee that was let go and then showed back up a few days later became a workplace violence situation. The employee was let back into building, but became very upset and 911 had to be called. • A physician passed out during a procedure. Protocols were followed successfully. • John reminded everyone that for real events to make sure and write up an AAR.
<i>Upcoming Training</i>	<p>Wanda Roberts</p> <ul style="list-style-type: none"> • EMAT Conference 14-16OCT2019 – Downtown Knoxville <ul style="list-style-type: none"> ○ There will be a CMS17 track at the conference. It will cover topics pertinent to the CMS group including a tabletop, AAR instruction, and others. The CMS 17 track is only a day and a half long and there will be an opportunity for CMS17 partners to meet local EMA directors at a mixer one night. • Region II EMS Conference 07-08Nov2019 – Gatlinburg • National Healthcare Coalition Conference December 2-5 • Joplin Tornado Lessons Learned - Oct. 29, 2019 in Knoxville
<i>Other</i>	<ul style="list-style-type: none"> • September is National Emergency Preparedness Month - this is a good time to review your emergency plans with your staff, update any materials, etc. • National Healthcare Conference - Dec. 2-5, 2019 in Houston, TX • Next Meeting TBD • Vaping/HepA - John gave an update on the current vaping respiratory illness - if you know anyone who vapes it is important that they know that this illness is very serious and CDC has not determined to cause except that it is related to vaping. It is very serious requiring hospitalization for many patients and six people have died. • Hep A - We have an outbreak of Hep A in TN. Please keep this in mind as you treat patients and consider getting vaccinated as a way to protect yourself. • We are looking at offering a call-in option for future meetings so people who are not able to attend in person can still participate.
<i>Adjourn</i>	4:30

