



Agenda

Start: 2:30 – End: 4:00

2:30-2:35	Welcome	Wanda Roberts
2:35-2:40	Introductions	Jim McCammon
2:40-3:00	RMCC (Regional Medical Communications Center)	Tim Taylor
3:00-4:00	Sharing	
	• Relevant Coalition News	Jim McCammon
	○ Upcoming HAM Training	Wanda Roberts
	• Regulatory/Compliance Updates	All
	• Exercise/Plan Updates	All
	• Future Meeting Ideas	All
	• Other Items	All



Meeting Minutes

Attendees: See attached sign-in sheet

Welcome	As representatives of the KET Coalition and Regional Hospital Coordinators, we are here to assist you however we can. This is a diverse, and important, group as part of the healthcare community. We have funding to help you meet any training gaps you may have. Please let us know. You have two representatives from this group that attend the meetings and they will be glad to pass any information/needs to the group.	Wanda Roberts/ Charity Menefee
Introductions		Jim McCammon
Coalition Update	<ul style="list-style-type: none"> • KET Coalition brings together everyday competitors within the healthcare community. It's a great collaboration between the separate entities/corporations. • Jim McCammon gave a quick overview of the 2015 Regional Water Contamination exercise he was involved with. It brought regional awareness to the important role dialysis plays in healthcare, especially during an emergency situation. • Participation in today's meeting counts as one of the required 2 quarterly meetings in order to participate in the fall community exercise. • As a reminder, the public health representatives for the Coalition (Charity, Wanda, Angela and Laura) are not part of the regulatory branch of the Tennessee Dept. of Health. 	Wanda Roberts/ Jim McCammon
RMCC	The Regional Medical Communications Center is an information/resource hub that provides every day and emergency coordination. The RMCC is staffed 24/7 days a week. They have extensive contacts for assisting during an emergency event. If you are in a situation that may exhaust your resources, follow your emergency protocols, (call 911), and then call the RMCC.	Tim Taylor RMCC 865-205-8500
Sharing/Network		
Coalition News	<ul style="list-style-type: none"> • Feel free to browse the information on the KET Coalition website. You can find training information, resources, guidance information and contact numbers. Charity Menefee (Knox County Regional Hospital Coordinator) and Wanda Roberts (East Region Regional Hospital Coordinator) are always available to assist and our contact information can be found there. • Make sure and sign up on our website under your correct group (You are group 4) to receive specific information/training opportunities related to your facility type. • The KET Coalition is working with University of TN Medical Center to bring the "Stop the Bleed" https://www.stopthebleedtraining.org/ program into every public school. (Stop the Bleed is a national awareness campaign that trains bystanders to assist in a bleeding emergency before professional help arrives). It is a quick 2- hour training. We will be utilizing community partners to help with hopes that extended community training will evolve. We will update as details are finalized. This is something that would good for clinics as well. • Training opportunities <ul style="list-style-type: none"> ○ The KET Coalition offers training to the community to 	Wanda Roberts

	<p>specifically meet gaps/needs within the healthcare sector. If there is something your organization needs that falls under emergency preparedness, please let your group lead know and we will try to get training provided. At this time, the KET Coalition pays for the trainings and offers them free for attendees. To see full list of trainings/exercises and for registration, please visit the KETCoalition website calendar: http://www.ketcoalition.org/calendar/</p> <ul style="list-style-type: none"> ○ HAM Radio Training- We will provide another HAM training opportunity for those interested. More information to follow. Previously, the Coalition has approved payment of testing fees for those who pass and a handheld HAM radio (1 for each facility). We will check into providing the same for upcoming classes. The upcoming class scheduled for 03/10/18 is full. 	
Regulatory/ Compliance Updates	<ul style="list-style-type: none"> ● It is important you have redundant means of communication in place ● If you use volunteers, make sure it is documented somewhere so that the process is clear. ● All staff should know what their role is during an emergency event. ● We should work on MOUs between sister facilities and between corporate sites. ● Emergency preparedness plan should be very detailed, containing all that is listed under the CMS requirements. Clinics may want to consider creating a separate notebook with CMS regulations or tab all the pages that cover CMS guidelines. 	All
Exercise/Plan Updates	<ul style="list-style-type: none"> ● Each year the KET Coalition updates their regional Hazard Vulnerability Analysis (HVA). We take the information from each individual facility and combine it into one regional HVA. From that, we identify gaps we have region wide. Our annual review will be done around May 2018. The identified gaps direct our training and exercise focus. In the past it has been: water contamination event, natural disaster and pediatric preparedness. You can find our HVA on our website. ● We will soon be making plans for our upcoming Regional Full Scale Exercise. We will be getting input from all our group representatives to make sure what you need for your community exercise is incorporated. We will update as plans are made. ● Consideration was given to plan a joint tabletop (severe weather or active shooter). 	Charity Menefee
Future Meetings	<ul style="list-style-type: none"> ● If you have any ideas/needs for future meetings, please let Jim or Connie know: <ul style="list-style-type: none"> ○ Jim McCammon: jim.mccammon@fmc-na.com ○ Connie Harig: connie.harig@dciiinc.org 	All



CMS 17 KETHC Meeting

Meeting: CMS 17 Group 4

Meeting Date: March 8, 2018

Facilitator: Wanda Roberts

Place: KCHD Community Room

Name	Title	Organization	Phone	Email
Amy McLarty	Clinical Manager	FICC Roane	865-711-1032	amy.mclarty@fmc.na.com
Kate Melde	Clinical Manager	FICC SKYWAY	865-303-8709	katherine.melde@fmc-na.com
Loretha White	RN / Charge Manager	FICC Newmarket	865-475-7524	loretha.w.white@fmc-na.com
Jessica Byrge	Facility Administrator	Dartez	865-804-6390	jessica.byrge@dartez.com
Michael Kimble	ATOM	FICC	952-904-5330	Michael.Kimble@fmc-na.com
Susan Rains	Clinical Manager	FICC KNOXVILLE	865-524-5538	Susan.Rains@fmc-na.com
Angela Allred	Pub. H. Ed.	KCHD	215-5832	Angela.Allred@kchd.com
Wanda Roberts	RHC	ETRO	865-91800	wanda.roberts@ethc.health@tn.gov



CMS 17 KETHC Meeting

Meeting: CMS 17 Group 4 Meeting Date: March 8, 2018
 Facilitator: Wanda Roberts Place: KCHD Community Room

Name	Title	Organization	Phone	Email
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Sandy Ferguson	Chronic Care Manager	Fresenius	865-523-7516	Sandy.Ferguson@FMC-NA.COM



CMS 17 KETHC Meeting

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 Facilitator: Wanda Roberts Place: KCHD Community Room

Name	Title	Organization	Phone	Email
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