

# Agenda

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- ▶ Minutes Review/Approval
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- ▶ Follow Up/Update From Last Meeting
- 
- ▶ BlueWing Presentation
- 
- ▶ Budget
- 
- ▶ Exercise Update
    - ▶ Upcoming Evacuation Exercise
- 
- ▶ Training
- 
- ▶ Real Event/Exercise/Training/Conference Attendance/Lessons Learned
    - ▶ National Healthcare Coalition Conference Report
- 
- ▶ Other
- 
- ▶ Upcoming:
    - ▶ December
      - 14: LTC, Outpatient and Ancillary Clinic Quarterly Meeting
    - ▶ February
      - 8-9, 2018 TEEEX PER 211 Medical Management of CBRNE Events (Update on class)
    - ▶ April
      - 17-20 Emergency Management Association 2018 EMAG Summit and Training
-

# Minutes

Start: 2:30 – End: 4:00  
 Minutes Review/Approval  
     Gary Smith-motion  
     Trish Polfus-second  
     None Opposed

<b>Follow Up From Last Mtg.</b>	<b>Charity Menefee</b>
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None

<b>BlueWing Presentation</b>	<b>Daphne Miller</b>
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The KET HC contracted with Blue Wing Services to perform a Feasibility Study to review Incident Command Communications for its regional hospitals and EMS. The study was to identify levels of future communications functionality, operational improvements, including potential for leveraging interoperability and intra-operability. Daphne Miller was present to discuss the final report distributed to coalition members and made available on our website([http://www.ketcoalition.org/wp-content/uploads/2017/12/170630\\_kethc\\_finalreport.pdf](http://www.ketcoalition.org/wp-content/uploads/2017/12/170630_kethc_finalreport.pdf)) Please refer to report for specific details. Daphne covered each section of report and was available for questions. Highlights include:

- The scope of this study included processes beyond communication, such as: governance, by-laws, asset management and future SOP (communications plan).
- Basic recommendations at this point:
  - Need for a technical experts sub-committee who will meet quarterly
  - Need for on-line radio training for those who do not regularly use radios
  - Refresher literature attached to each radio with basic instructions
  - Make sure our by-laws align with MOUs in place and that language is consistent.
  - Needs to be a hardware/software end of life review at each facility that can be shared regionally to see where overarching needs are.
  - Need for better PM tracking to ensure equipment is being maintained properly.
  - Need for SOP to help drive operations

Question was asked in regards to community partners. At this time, we are primarily focused on regional command to command/RMCC/RHC capability. In looking at options, we will take into consideration future uses that will benefit the facility, such as ability to talk locally. There are several facilities that analogue based. We will not do anything that will necessitate internal change to your systems. Our goal is to see what our needs are first, what is needed to meet those needs and then identify the barriers to reaching our goal.

Our reasoning in hiring BlueWing for this feasibility study is because we are not technical experts, and although vendors may be, they have an agenda to push for their product. Blue Wing has submitted a proposal for services moving forward to start looking at the direction we will go in the future. We will present the proposal to the group for discussion at our next meeting.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Please review final report	All	

<b>Budget</b>	<b>Charity Menefee</b>
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- The State has requested we submit our budget for the NewBP2 year (July 1-June 30 2018/2019). There's been conflicting dates of deadline, so we would like to go ahead and discuss budget proposal and move forward as directed

by coalition.

Budget Proposal: Can be found on-line at <http://www.ketcoalition.org/meeting-agenda/>

Total Proposed Funding: 315,000

Training	50,000
Travel (NCPC and Region IV Conferences)	20,000
Burn Surge Project	20,000
Pediatric Continuation (Broslow Carts/Gowns)	35,000
Stop The Bleed Community Training/Kits	75,000
Exercises	15,000
Communications- Phase 2	75,000
Annual Operations/RHC Discretionary	25,000

Janet Rowe motioned to vote as submitted, Robert Laney-second. All in favor, none opposed.

### **Pediatric FSE AAR**

### **Charity Menefee**

- AAR will be posted on-line tomorrow. <http://www.ketcoalition.org/wp-content/uploads/2017/12/2017-1019-KETFSE-PEDSURGE-AAR.pdf>. Please review and send any comments to Charity or Wanda. New this year, we've added metrics from the exercise in the AAR. Numbers were good.
  - Highlights: 72% response rate on TNHAN (100% of hospitals reached).
  - 92% on patient tracking
  - 168 messages on HRTS. 6 mislabeled as request/response and 28 nested incorrectly (that number went significantly down from start to end of exercise)
- Please look over Strengths, Areas for Improvement and Improvement Plan in particular. If there are no recommended changes we will submit as final AAR.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Look over AAR, provide feedback	All	12/22/17

### **Training Sub-Committee Update**

### **Charity Menefee**

#### **Medsled (evacuation):**

- Half day of Training (which includes three 75 minute long sessions, and T&E) is \$1,950.
- Full Day of Training (which includes six 75 minute long sessions, and T&E) is \$3,450.

#### **Evacuation with UT CIS/Walter Idol (Full Day, 20 Students):** is \$1750

- This program is intended to provide students with enhanced awareness of the operational requirements and challenges involved with internal, partial or total evacuation of hospital facilities. The class will use a combination of didactic sessions, tabletop exercises and practical activities to improve student competency in these activities. Topics: Review of recent incidents, Overview of hospital evacuation, Evacuation types, JCAHO/Regulatory /Documentation Requirements, Use of Hospital Incident Command in evacuation operations, Transportation, modalities/options/issues, Considerations for alternate care sites, Tabletop exercise, Practical activities using common evacuation stretchers, litters and patient transfer devices cost is \$1750/class

#### **First Water: (Thank you Paul Parsons and David Walton for contacting)**

- The price for a training session is \$2995.00. This includes all expenses and per-diems. It is the cost for one session for as many people as you need. Additional sessions are additional costs.
- The price for AquaBags are \$5,995 plus \$360.00 for shipping. This is for a quantity of 1000 bags.

#### **Hazmat**

- We will have (2) refresher classes
- We will send our new EM members to the 24 hour class

#### **Triage Training**

- During LTC/CMS FSE, it became apparent there is a need for triage training for these facility types. Many were under the assumption as many units as they needed would be there ASAP for transport as soon as they called. We are working with Region II EMS on this

#### **Stop-The-Bleed**

- Charity and Wanda will meet with Debbie Tuggle (UTMC) who is working on community Stop-The-Bleed

trainings to see how we can partner to bring this project regionally.

**Security**

- o Info to come.

**ABLS**

- o Wanda has contacted the educator at Vanderbilt. We are hoping to have 2, possibly 3 ABLs classes, possibly in May. Classes are 250/person. They are also working on a pilot 1 hour training that we may be able to get in our region. More to come.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Follow up on ABLs trainings for the region	Wanda Roberts	Waiting on Vanderbilt
Check about “Stop the Bleed” trainings	Charity Menefee/Wanda Roberts	12/18/17
Hazmat Training	Charity Menefee	Will get scheduled
Triage Training	Charity Menefee/Wanda Roberts	Will meet with EMS

**Warehouse** **Trish Polfus**

- We need to schedule date for facilities to pick up items

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Plan Warehouse day for pick up	Wanda Roberts	ASAP

**Budget** **Charity Menefee**

We have not spent much and need to be moving on those larger purchases approved by Coalition.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Gather information on approved budget items and what needs to be done to purchase	Charity Menefee/Wanda Roberts	ASAP

**Evacuation Exercise** **Charity Menefee**

This is a low/no notice exercise. It will be done sometime in March. We have two participating facilities, the rest will be accepting facilities. If you’d like to be an evacuation site, please let Charity know ASAP. (We have to do 20% of our staffed beds and are currently at about 15%).

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
If you would like to be an evacuating hospital let Charity know.	All	ASAP

**Real Event/Exercise/Training/Conference Attendance/Lessons Learned** **All**

National Healthcare Coalition Conference Takeaways:

- Charity Menefee: One session had some great ideas about looking ahead (big picture), some considerations included stuff like community paramedicine, etc. Encouragement for our group to think beyond our present scope into a more comprehensive community reach.
- Christy Cooper: Session on new CMS rules: There is still much indecision on what is to be expected. We are doing the right thing by tackling this head on, adjusting as expectations become finalized. She also went to a Pediatric Exercise presentation. Our exercise was better.
- Brennan Mitchell: Vendors presented some very good products and ideas for disaster preparedness. He was especially interested in the Ski Sheet Rescue from Advanced Egress Solutions. By networking and talking to others who have experienced different types of events, he was able to identify potential improvements he can make at his facility. The ski sheet rescue for example would be ideal for bedridden nursing home patients to aid in evacuation. He also liked the active shooter presentation which recommended more realistic exercises with participation from local first responders. This is important because it allows the facilities to have a better understanding of what the responding agencies will do and it allows the responding agencies an opportunity to become more familiar with the facilities they may be responding to.

- Phil McDaniel: Phil was pleased with conversation his poster prompted. There were many questions regarding basic things our Coalition established years ago, such as diverse membership, activity level, etc. One session he went to was about the Wyoming Eclipse Event. The community prepared for large crowds. They did not prepare for large numbers of different nationalities populating entire hotel floors, or campsites. If those people had presented in the medical facilities, there's no way they could've provided interpreter services for large groups of people from another country.
- Trish: She may not have received much more information about things we could do in our region, but by listening to the successes others were presenting, it reinforced to her that by concentrating on relationships and the strength of the coalition, we are doing a great job in our region. This hit home particularly in the Las Vegas shooting session. We all know how to do our job. They knew how to do their job in Las Vegas. It was the relationship that had already been established with those networks in place that made the response/recovery successful.
- David Walton: At the Las Vegas shooting session, they discussed how many of the injured were being transported by locals. These people assumed the larger facilities were full and would google directions to outlying hospitals and deliver patients there by POV. We need to keep in mind, that same thing would occur here as well and smaller hospitals should be prepared for a surge of patients, regardless of the site of the event.
- Marcus Sheppard: Will present at next meeting.

Upcoming Trainings/Meetings/Exercise Information	All
12/14/17 CMS 17 First Quarterly Meeting	
01/29-31/18 EMAT, Gatlinburg	
02/8-9/18 TEEX PER 211, Medical Management of CBRNE Events- Registration OPEN	
02/20/18 Emergency Management of Radiation Accident Victims (REAC/TS)	
03/01 or 02/18 CRE Tabletop Hamblen County	
04/04/19 Emergency Management of Radiation Accident Victims (REAC/TS)	
04/13/14/18 Pediatric Emergency Management Conference, Knoxville	
04/18-20/18 EMAG Conference, Savannah GA	

Other	All
<ul style="list-style-type: none"> <li>• Update regarding IV shortage: Representative from St. Jude's Hospital speaking in front of Congressional leaders today. Head of ASPR also bringing it up to Feds. We are currently working on protocols for supply shortage. Basically, if you are close to running out of supplies and have exhausted all internal and corporate avenues of resupply: call your RHC. There are several avenues that can be taken from that point: (1) Activate HRTS and try to move supplies around (the process is already in place in HRTS should it be needed), (2) Cancel elective surgeries, (3) Move patients to where the resources are.</li> <li>• What are people doing with expired cartridges? Using them for training.</li> </ul>	



Hospital - Knox	July 07/11/17	Aug 08/08/17	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
East Tennessee Children's Hosp.	X	X	X			<i>u</i>						
Christy Cooper												
Bill Thurman												
Steve Bohanan	X	X	X			<i>EB</i>						
Fort Sanders Regional Hospital		X		X	X	<i>EB</i>						
Other												
North Knoxville Medical Center	X*		X	X								
Other		X	X	X	X							
Tenessa Stevens												
Parkwest Hospital	X	X	X	X	X							
Paul Parsons												
Physicians Regional Med. Center	X	X	X	X								
Other												
Steve Oran												
Turkey Creek Medical Center	X	X		X								
Other												
Tonya Shott												
U.T. Medical Center	X	X		X	X							
Janet Rowe												
David Pittman												
Brian Hitch	X		X	X								
Penninsula Hospital												
Other	X	X	X									
Todd Roberts												
Phil McDaniel												
Covenant Health	X	X		X	X	<i>PM</i>						
Other												
Phil McDaniel												
Blount Memorial Hospital	X											
Marcus Sheppard												
Wendy Muncey			X	X		<i>W</i>						
Claiborne County Hospital	X		X	X	X*							
Other												
Mike Campbell												
Fort Loudon Medical Center	X	X	X	X	X							
Other												
David Walton												
Jefferson Memorial Hospital	X*	X*	X*	X*								
Debbie Justice												
Wanda Fisher	X*											

Hospital - East



	July 07/14/14	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Jellico Community Hospital												
Kaye Marentette												
Kathy Gimble		X*										
Lafollette Medical Center												
Missy Turner		X*		X*	X*							
Ben Owens												
Lakeway Regional Hospital												
Perry Davis		X*	X*									
Other												
LeConte Medical Center												
Brenan Mitchell	X	X	X	X	X*							
Robbie Haley				X								
Other												
Methodist Medical Center												
Trish Polfus	X	X		X	X							
Other												
Morristown Hamblen Healthcare												
Elaine Rose	X	X			X							
Other												
Newport Medical Center												
Stephanie Sneed												
Paula Mitchell			X*		X*							
Big South Fork Medical Center												
Wayne King			X		X							
Eddie Cross	X											
Other												
Roane Medical Center												
Sandy Monday	X	X		X	X							
Other												
Sweetwater Hospital Association												
Melissa Harris		X*		X								
Beverly Holley	X*				X*							
Knox County Health Dept.												
Charity Menefee	X	X	X	X	X							
Larry Hutsell	X				X							
Angela Allred	X		X	X	X							
Cindy Sovastian		X	X		X							
Knox County EMA												
Colin Ickes			X									
Judy Wasik		X	X	X								
East TN. Reg. Health Office												
Wanda Roberts	X	X		X	X							
Jack Cochran												

County

State







	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
<b>Cherokee Health</b>												
Karen Clawson												
Other												
<b>Premier Surgical</b>												
Steve Ross												
Other												
<b>Amateur Radio Communications</b>												
Jim Snyder		X	X		X							
Other												
<b>REAC/TS</b>												
Angie Bowen			X		X							
Wayne Baxter			X									
<b>Fresenius Kidney Care</b>												
Jim McCammon	X	X										

Other Attendees:

Name	Organization	Email	Phone
Daphne Miller	Blue Wing	daphne.miller@bluwing.com	610 223 1421
Andrew Maxymilian	Blue Wing (via teleconference)	andrew.maxymilian@bluwing.com	610 473 2171