



July 10, 2018

2:30PM

Knox County Health Department Community Room

**Please read:** KETHC Response Plan Draft, KETHC AAR/IP

**Please bring:** HVA if not already provided

## AGENDA ITEMS

### Topic

- ✓ Minutes Review/Approval
- ✓ Follow Up from Last Meeting
  - TACN Update – Steve Hamby
  - CMS 17 MOU in progress
  - Stop the Bleed County Plans
- ✓ Exercise Update
  - AAR/IP Review from year
  - Exercise and Training Subcommittee Meeting Scheduled July 23rd
- ✓ KETHC Response Plan Review and Approval Vote
- ✓ Grant Update/Discussion
  - Survey Coming Soon – Please Complete by July 20<sup>th</sup>
  - Planning Subcommittee Meeting to work on Budget July 25<sup>th</sup>
- ✓ HVA Review Approval if Possible
- ✓ HCC Conference Abstract Submission Update
- ✓ Regulatory/Compliance Update (Joint Commission/CMS/TDH, CMS, TOSHA, etc.)
- ✓ CMS 17 Group Update
  - Group 1: Long term/residential care
  - Group 2: Home health and hospice
  - Group 3: Outpatient services providers (ambulatory surgery, rural health clinics, etc.)
  - Group 4: Dialysis
- ✓ Real Event/Exercise/Training/Conference Attendance Lessons Learned
  - Anniston Trip
- ✓ Upcoming Training, Meetings, Exercises:
  - July 23, Exercise and Training Subcommittee Meeting
  - July 25, Planning Subcommittee Meeting
  - August 8, HICS Class (check calendar on website to register)

## OTHER INFORMATION

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› **Minutes Review/Approval**

- ▶ Motion to Approve: Janet Rowe, second-Rose Meza

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› **Follow Up/Update From Last Meeting**

- ▶ TACN Update – none at this time since Steve Hamby was not able to attend meeting. Since it is our next budget year we will put that off until next meeting.
- ▶ CMS 17 MOUs – We discussed this with the groups at the last quarterly meeting and sent them out to facilities. So far we have 19 that have signed and returned the MOU out of 171 that are registered with Membership Works on the website. We will send out a reminder to them again. Asked Jim what the official name for Fresenius clinic are (they are presenting in multiple formats) is – Fresenius Dialysis Clinics.
- ▶ Stop the Bleed plans are going forward. We got an update this morning from Jenny Holden and we have two counties scheduled – August 2<sup>nd</sup> Hamblen County and August 6<sup>th</sup> Monroe County. We are looking forward to getting into the schools with this training. The kits have been ordered and shipped and should be arrive in time for trainings. We are still working on the other counties and getting their trainings set up. We had the Train the Trainer classes on June 26<sup>th</sup> and 27<sup>th</sup> with a total of 157 people were trained. Thank you to the hospitals that sent staff and the counties that sent people. Every county was represented except for Scott County so we will reach out to them to try and get some people trained.

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› **IAP Review**

- ▶ On the end of the year report, we have to show that we went over the AAR and the IAP and that everything was addressed. In the past, we have simply marked this as being done, but now we have to document this process. We have listed all the items for the exercises and what we have done to address them. There are a few that we need help to complete. Wanda will send the spreadsheet out for everyone to review and send in their input.
- ▶ Exercise and Training Subcommittee Meeting *scheduled for July 23, 2:00 KCHD Main Conference Room, 2<sup>nd</sup> Floor* (members: Tonya Shott, Paul Parsons, David Walton, Janet Rowe, Rose Meza, Charity Menefee, and Wanda Roberts). If you'd like to participate, please let Charity or Wanda know.

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› **KETHC Response Plan**

- ▶ The Response Plan is a requirement of ASPR and a big thank you to Charity for getting it put together for our Region. We briefly discussed the main points of the Response plan. Group suggested it be sent out for any revisions. If none are needed, we will post as approved.

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› **Grant Update/Discussion**

- ▶ We will be sending out a survey soon that is to get you opinion on how you think KETHC is doing and any steps we can take to improve. Please complete by July 20<sup>th</sup>
- ▶ Planning/Budget Subcommittee Meeting to work on Budget July 25<sup>th</sup> *2:00 KCHD Main Conference Room, 2<sup>nd</sup> Floor*. (members: Trish Polfus, David Walton, Janet Rowe, John Brinkley, Charity Menefee, Wanda Roberts). If you'd like to participate, please let Charity or Wanda know.

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› **HVA Review and Approval Vote**

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- ▶ Unable to do at this meeting because we have not received all the facilities' HVAs. If you have not sent in your HVA, **please do so as soon as possible** using the new Kaiser template.
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- ▶ **HCC Conference Abstract Submission Update**
    - ▶ Six abstracts were submitted for the HCC Conference taking place on November 27 – 29, 2018 in New Orleans.
      - Rose Meza/Charity Menefee – The creation of our CMS 17 groups and how that impacts the community and how it is evolving.
      - John Brinkley/ Janet Rowe- Submitted an abstract about working with non-traditional partners including Homeland Security to introduce the Stop the Bleed program in our Region and the work we have done with the Rescue Task Force and active shooter exercises.
      - Oseana Britton – Submitted an abstract including all the Pediatric events we did over the last year and discussing our Regions approach to Pediatric readiness and where we will go from there.
      - Tonya Shott/ Brenan Mitchell- The Evolution of the Coalition/Real World Events – will show how KETHC has evolved through a timeline of real world events that have happened in our Region over the years.
      - Charity Menefee- Social Marketing
      - Angie – REAC/TS and partnership with the Coalition
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- ▶ **Regulatory/Compliance Update (Joint Commission, CMS, TDH, TOSHA, etc.)**
    - ▶ No updates
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- ▶ **CMS 17 Group Updates**
    - ▶ Group 1 (LTC) – Angela reported that they had a representative from Nashville come and do some training on HRTS and facilities were encouraged to get into HRTS. Brennan provided some advice on using HRTS in real world events.
    - ▶ Group 2 (HH/Hospice) – Jan reported that the group worked on putting together Emergency Preparedness notebooks that can be pulled out when the State or other regulatory agency visits. Everyone shared things they keep and a template was created so facilities all can create a similar notebook.
    - ▶ Group 3 (Outpatient Services) – Had an active shooter training that can be taken back and used in their facilities. Plan to work on some notebook stuff in the future.
    - ▶ Group 4 (Dialysis) – Had an active shooter training that can be taken back and used in their facilities. Participants from the HAM radio class were distributed their HAM radios.
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- ▶ **Real Event/Exercise/Training/Conference Attendance/Lessons Learned**
    - ▶ Sixteen individuals from our Region went to Center for Domestic Preparedness (CDP) in Anniston, AL at the end of June. Eleven attended the Healthcare Leadership for Mass Casualty Incidents and five attended the Hospital Emergency Response Training for Mass Casualty Incidents. These classes are designed to help hospital staff, public health, public safety, and first responders to become more familiar with ICS/HICS. Angela, Oseana, Laura, Tonya, and Sandy all discussed how great the class was and felt it would be great for anyone interested to participate in the future. KETHC tries to get a group together each year to attend the HCL and HERT class. Wanda and Charity will be working on trying to get another group to go for next year. If you would like to attend, please contact Wanda or Charity. For more information: <https://cdp.dhs.gov/>
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## ▶ Other

- ▶ David Walton will be leaving July 13<sup>th</sup>. He is going to work at KUB. We are all excited for him in his professional endeavors, but he will be missed as a valued Coalition member. This will leave an opening in the warehouse. David and Marcus have worked together in the past to keep the supplies in our warehouse organized. We are in need of someone who is willing to help Marcus with this. The warehouse is located near Bearden High School. If you are interested in helping in the warehouse, please let Wanda or Charity know.
- ▶ While at Anniston, Wanda met a staff member from Kaiser-Permanente national. They work under the person who created the Kaiser-Permanente HVA. Wanda asked if there was any way to compile multiple HVAs together to get our Regional HVA because the way we do it now does not give us true weighted averages. Kaiser-Permanente is looking into this and will hopefully have something for us to use on this year's Regional HVA.
- ▶ Next year's budget will be about \$350,000. Of that amount, \$100,000 will be Ebola money. We had agreed to do an isolation room at UT Medical Center which will cost about \$30,000 so there will still be money left to use for Ebola. The Planning/Budget Subcommittee will be looking at where our money will go for this year so if you want to be part of that committee, then let Wanda or Charity know.
- ▶ We had about \$250 left to spend of last year's budget and were unable to get an email out quick enough to see if there was anything needed. Battery chargers were purchased to spend the last of the budget money and we will be figuring out how to distribute them soon. Tonya suggested getting the facilities large post-it pads that can be used by Incident Command during a real event to take notes. If there is anything that you can think of that your facility needs, please let the Planning/Budget Subcommittee know so it can be taken into consideration.
- ▶ Tennessee Department of Health is putting out RFPs for money that has been received from fines collected from CMS 17 providers. The money is now being used towards grants and you can request up to \$100,000 that can be used to help LTC and CMS 17 providers to meet the needs that they have under the new requirements. If anyone wants to come up with a Regional project, then Wanda can help. UCRO Coalition has submitted a proposal to buy cleaning carts for all their LTC facilities in their Region so that they all have the same cleaning carts. ***The deadline is July 23<sup>rd</sup>.***
- ▶ Tennova Healthcare is going to be conducting Active Shooter drills at Turkey Creek Medical Center, Physicians Regional Medical Center, and North Knoxville Medical Center this month. Anyone is welcome to come out to observe in any area or help. If you are interested you can email Tonya ([Tonya.Shott@tennova.com](mailto:Tonya.Shott@tennova.com)) or Danny ([Danny.McCreary@tennova.com](mailto:Danny.McCreary@tennova.com))
  - Turkey Creek Medical Center – July 12<sup>th</sup> starting at 1 PM. There will be a tent set up in the back parking lot.
  - PRMC – July 14<sup>th</sup> starting at 10:30 AM. There will be a tent set up at the old surgery center.
  - North Knoxville – July 25<sup>th</sup> starting at 10:30 AM. There will be a tent set up in the back parking lot.

## ▶ Upcoming:

- ▶ August
  - 8: NIMS/HICS Class- Registration will be on website soon.





	July 07/10/18	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Jellico Community Hospital	Kaye Marentette Kathy Gimble											
Lafollette Medical Center	Missy Turner Ben Owens											
Lakeway Regional Hospital	Perry Davis											
Other												
LeConte Medical Center	Brenan Mitchell Robbie Haley											
Other												
Methodist Medical Center	Trish Polfus											
Other												
Morristown Hamblen Healthcare	Elaine Rose											
Other												
Newport Medical Center	Stephanie Sneed Paula Mitchell											
Big South Fork Medical Center	Wayne King Eddie Cross											
Other												
Roane Medical Center	Sandy Monday											
Other												
Sweetwater Hospital Association	Melissa Harris Beverly Holley											
Knox County Health Dept.	Charity Menefee Larry Hutsell Angela Allred Cindy Sovastian											
Knox County EMA	Colin Ickes Judy Wasik											
East TN. Reg. Health Office	Wanda Roberts											

County

State





	July 07/10/18	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Cherokee Health												
	Karen Clawson											
	Other											
Premier Surgical												
	Steve Ross											
	Other											
Amateur Radio Communications	Jim Snyder											
	Other											
REAC/TS	Angie Bowen											
	Wayne Baxter											
Group 1 (LTC)	Rose Meza <i>(RM)</i>											
Group 2 (Home Health/Hospice)	Krisi Mayes-Weeks Jan Sneed Haylea Bates Phillip Hipps Tracy Smith											
Group 3 (Ancillary, Outpatient)	Jim McCarmon Connie Harig											
Group 4 (Dialysis)												

CMS17

Other Attendees:

Name	Organization	Email	Phone
Laura White	ETRO	laura.white@tm.gov	865-549-5364