

# KET (KNOX EAST TN) REGION HOSPITAL COALITION MEETING

February 14, 2016

2:30

Knox County Health Department

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## Members/Attendance (attached)

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## Meeting Minutes

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### Review of last month's minutes

- No changes/corrections. Motion to approve as written by Robert Laney, second by Brenda Gray

### Welcome

- Sgt. Shaffer with the Knoxville Police Department
- Angie Bowen- REAC/TS

### Sgt. Shaffer- Terrorism Threat to Healthcare Facilities

- Recently an advisory was shared reminding us all of the possibility of terrorist activity and the effects it could cause to healthcare facilities. There are no specific threats to our region. Knox County LE are provided daily updates and if there were anything specific, it would immediately be shared. This applies to any facility in Knox County and the region. The origination of the recent memo most likely came from two attacks in Mosul at healthcare facilities in January 2017. This should serve as a good reminder for us all to remain diligent and watchful. If you ever have any questions/concerns, contact your local law enforcement agency.

### Follow Up/ Update From Last Meeting

#### ASPR Updates

- Paul Link recently did a state review of our Hospital Preparedness Program. The federal government is pushing for each state to provide most of the funding to the Coalitions. Tennessee is doing a great job with that. Locally, we are going to have to document decisions for our Coalition, including funding decisions, are being done as a group and not by a few individuals. Our current voting system does that. We will also be required to submit a budget earlier this year. This will help document that Coalitions are being thoughtful with their spending and basing it on tangible documentation. This year, we will complete our HVA in March, gap analysis in April and budget in June.
  - The RHC positions are funded through HPP funding. The state would like to receive letters of competency from each Coalition to support the roles of the RHCs. The letter will be passed around and if anyone would like to sign, please do so. This will be submitted later this week to Central office.
  - Coalition guidance will be deferred to an upcoming meeting when more time can be given to the new requirements. In the meantime, please continue to look over the information. It have been uploaded to the website. (<http://www.ketcoalition.org/wp-content/uploads/2015/05/Healthcare-Preparedness-Capabilities-ASPR-JAN-2012.pdf> ). Please share with your leadership and if you have any questions, contact Charity or Wanda.
  - Performance Measures are still in draft form.
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## HVAs

- If you haven't turned in, please do so. Regional HVA for 2017 will be presented at our meeting next month for discussion.

## Individual Organization Funding Proposal Voting

### Jefferson Memorial Hospital- Wanda Fisher **VETOED**

- Requesting \$3,091.21 for Max-Air PAPR System. This unit can be used in an event for those who have previously not be fit tested. It's self-contained and applicable for infectious disease but not chemical/biological decon.
  - Discussion: Has facility considered using what the region is using, the Breathe easy? Hoods cost approximately \$45.00 and will function in same role. This PPE is currently part of our regional gaps to be addressed in this funding period. Motion to move on voting: Bernie Hayes, second- Brenda Gray

### Morristown Hamblen Healthcare- Elaine Rose **Carryover- PASSED**

- When looking at purchasing evacuation items individually as opposed to a kit(as suggested at last meeting), Elaine dropped the price of this request from \$5,265 for \$1,700. This will provide enough supplies to evacuate 150 patients. (\$11.25/patient).
  - The group discussed this being a good regional purchase. We will look at purchasing these kits with any remaining funds we have this year. Suggestion to include totes (or some other packaging method) for the supplies when purchased for region. Motion to move forward with vote and consider these kits with remaining funds, Tonya Shott. Second- Trish Polfus.

### North Knoxville Medical Center. Brenda Gray **DEFERRED**

- Requesting \$8,046.26 for radio upgrade. Currently they do not have enough two way radio units or batteries for an event or surge. They are requesting 10 more and 10 replacement batteries. They use analogue radios that work well on NKMC system. Cost is \$625 per radio.
  - Discussion:
    - ICOM works on both digital and analogue and they are about \$300 per radio from Central Communications.
    - REAC/TS purchased radios that costs \$30.00 each. They are used during drills and events to communicate between departments. These may not work for what is needed for NKMC.
    - Brennan Mitchel (LeConte Medical Center) will send information on radios they recently purchased.
    - It was advised that analogue is being phased out and everyone should be going to digital. Deferred voting pending more information on cheaper alternatives.

### Forensic Center- Jody Persino **PASSED**

- Requesting \$2,851.40 for PPE. The Regional Forensic Center doesn't have any PPE. They've had recent events (Gatlinburg Fire Event being one) that made them realize they needed to be prepared with proper PPE.
    - David Walton recently went to the training center in Anniston and their recommendation is tycem CQ. It's about \$30 each.
    - If this proposal is approved, we will add this in to our PPE project and order at one time with the group order.
    - It was suggested if they requests suits for chemical spills, they need to go through training.
    - Motion to move forward with voting: Bernie Hayes. Second- Brenda Gray.
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## **BlueWing Update- Colin Ickes**

- First meeting has been held and was for planning purposes. Colin has been working with BlueWing on the Knox county system and is familiar with the process. It has been a positive experience for Knox County and has provided some very cost effective savings. BlueWing has no vendor bias and are very knowledgeable on the many communication systems/processes available.
- By using BlueWing, we are looking at the big picture for a huge regional issue of communication. Key is interoperability and long term effectiveness for hospital to EMS.
- They will be evaluating the current systems we have starting with an online survey. We will need to provide them a point of contact from each facility. Survey is still in draft but will be sent out as soon as it is completed. They are also requesting any plans, mou's, or other information we may have that can help them see the overall picture. Please send your facility point of contact information to RHC.
- There is a reporting deadline from them of June 30<sup>th</sup> so we need to get our stuff to them quickly.
- We need to provide a short memo to send out to the communications person from our emergency managers at the meetings. We will request this from BlueWing.
- Funding for communications upgrades will be determined in a large part from the recommendations from BlueWing. In order for this to be effective, we need everyone's participation.

## **EVD Funding Update**

- State is purchasing PPE for the assessment hospitals.
- Current guidance says a front line facility should isolate and transfer to UT if they are presented with a highly infectious patient.
- State is providing 8 hour shifts in full PPE. Realistically, nobody can work in full PPE that long. We'd like to provide enough PPE to give UTMC (our Assessment hospital) 4 hour shifts.
- We have to do another EVD exercise. If anyone is interested, please let Charity or Wanda know.

## **DECON purchase plan**

- David is trying to consolidate all the hospitals inventory and looking for appropriate items that would meet our needs regionally. At recent training in Anniston, PPE equipment was recommended. The hoods are 25 each and are made from the same material as Tychem suits. That's what we will be looking at purchasing.
- Some facilities have a LARGE supply of certain items and not much of the rest. Do we think hospitals might be willing to pool some of those items that they an abundance of? We could look at redistribution that would save the region money and more appropriate cover each facility in case of event. We will send out the inventory list again with another column for those who can donate and will go from there for distribution of those items and purchased PPE.
- Par levels for suits were established as follows: 150 beds and under 10. Over that 20. UT 30. With that said, you have to provide basic OSHA required employee protection. The group voted two suits at each facility would meet that baseline. To receive the PPE supplies, you must show you have the two required suits. Grant funding cannot pay for any items required by regulatory agencies. HPP funding can only support surg.
- To reach our par levels, we'll need 224 suits. Hoods are the most important and costly part of that expense.
- David reminded group not to assume your PPE supplies are useable, even if they remain unopened. Gloves and boots can crack when old. Everyone should check their supplies regularly.

## **Peds Project Discussion- Christy Cooper/ John Brinkley**

- Supplies for the Ped's Surge cart have been identified. Right now we are working on details of who's ordering it. Children's may be able to
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receive the supplies.

- Pediatric Trauma Kits: John Brinkley has not been provided much feedback from EMS. There is an upcoming Region 2 EMS meeting and he will again bring up for input.

### **Spring Tabletop Exercise**

- Our exercise will be a pediatric surge exercise. Timeframe April 27 or back up is May 3<sup>rd</sup> for tabletop. If there is a glitch with either date, let Charity know ASAP (**date has been set for April 27**). Scenario will be set in each local county- similar to water tabletop done last year and will involve a school field trip incident or something similar. For exercise purposes, Children's and UTMC will be full. Each organization will get 10 peds they will have to manage, that they won't be able to transfer. Recommend ED Rep, IC command/ops/house supervisor. Family assistance, supplies/resource, county EMS, schools, EMA, County EMA, security participate for each facility. Ancillary table: other partners, RFC, bloodbank, RMCC, FQHC's. If there are any other suggestions, please let Charity or Wanda know.

### **Savannah, GA/Region IV 2017 Emergency Management Summit and Training Session April 19-21, 2017**

- Group is being asked to approve travel expenses for two attendees request attendance: John Brinkley and David Pittman
- Motion to vote Brenda Gray, second- Bernie Hayes.
- Vote passed

### **Real Event/Exercise/Conference**

- Anniston HERT (Hospital Emergency Response Team). Marcus Sheppard, Angela Allred and David Walton attended. Class was very good. Marcus and David will be training staff with training received and were able to get several questions answered regarding proper PPE equipment and hospital mandated training requirements.
- Joint Commission Visits. Currently at Park West right now as they continue to visit Covenant facilities. Emergency Management was looked at very closely at Methodist Medical Center. Take away that detailed wording is very important. Don't assume people will read between the lines on any documentation. It's important to detail out everything with comprehensive information. There were also concerns about our regional HVA not meeting enough local concerns. To address, we will complete our regional HVA, then each facility can share locally for input and we can adjust if needed.
- CoPEC (Committee on Pediatric Emergency Care) Charity, Wanda and Christy recently attended to present our work with pediatric issues this funding period. Christy and Charity presented and it was well received. They suggested our upcoming tabletop should be considered for state wide best practice. There was also a lot of interest in the surge kits we are providing.
- The KET HC recently sponsored HAM Operator class (technician level) class on January 27<sup>th</sup> and January 28. Upon successfully completing the class, each operator received a portable HAM radio. The class had an outstanding 100% pass rate and has provided a great resource of additional operators who have agreed to assist the healthcare community if needed during an event. If you would like to send additional staff, please let Charity or Wanda know and consideration can be given for an additional class or we can provide information of current classes for attendance.

### **Upcoming Trainings/Meetings/Exercises**

- February 28 Hazwoper 8 Hr. Refresher Class. Class will start at 830 each day and finish around 5 pm. UT will provide their trailer for the practical exercises beyond PPE. Individuals wanting to attend should contact Walter Idol at: [walter.idol@tennessee.edu](mailto:walter.idol@tennessee.edu) to register. Any no shows or cancellations will be responsible to pay their class fee.
  - Monday March 13, 2017 8 hour Decon/First Receiver Class. The classroom exercises will be held at the IPS Training room located at 1610
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University Ave. Class will start at 830 each day and finish around 5 pm. UT will provide their trailer for the practical exercises beyond PPE. Individuals wanting to attend should contact Walter Idol at: [walter.idol@tennessee.edu](mailto:walter.idol@tennessee.edu) to register. We can take up to 24 students in each class. Cut off is March 6<sup>th</sup>. Any no shows or cancellations after that date will be responsible to pay their class fee.

- Tuesday March 28, 2017 8 hour Decon/First Receiver Class The classroom exercises will be held at the IPS Training room located at 1610 University Ave. Class will start at 830 each day and finish around 5 pm. UT will provide their trailer for the practical exercises beyond PPE. Individuals wanting to attend should contact Walter Idol at my email: [walter.idol@tennessee.edu](mailto:walter.idol@tennessee.edu) to register. We can take up to 24 students in each class. Cut off is March 6<sup>th</sup>. Any no shows or cancellations after that date will be responsible to pay their class fee.
- 2017 Emergency Management Summit and Training Session April 19-21 Savannah, Ga.
- Emergency Management of Radiation Accident Victims. This course provides awareness level information and is intended for all levels of emergency healthcare providers, emergency management, and public health professionals. The course includes an overview of health physics and emphasizes the practical aspects of initial pre-hospital/hospital management of irradiated and/or contaminated patients through lectures and a hands-on exercise. Four sessions will be provided. Specific information can be found on the KET HC website at <http://www.ketcoalition.org/calendar/emergency-management-of-radiation-accident-victims/>. Please email Wanda Roberts ([etrhc.health@tn.gov](mailto:etrhc.health@tn.gov)) to register
  - March 21: 0800-1200
  - March 21: 1300-1700
  - April 5: 0800-1200
  - April 5: 1300-1700
- The Fort Loudoun Medical Center in conjunction with TEMA, and Knoxville/East Tennessee Healthcare Coalition (KETHC), is offering **Hospital Emergency Management of Radiation Accidents**. This course will provide instruction for those that may be called upon to assist in receiving patients in your ED in the event of a radiological incident in your area. Over and above your ED staff, this could include nursing, physicians, security, engineering, or others that may be part of your Hospital Emergency Response Team. If you are interested, or have staff that you would like to send, please contact David Walton ([Dwalton2@covhlth.com](mailto:Dwalton2@covhlth.com) or call 865-271-6065) as soon as possible as we expect this course to fill quickly. The intent is to have multiple staff from each of the area hospitals attend so we can improve the regional response to mass casualty incidents. Please pass this on to others in your areas that may be interested in attending.

#### **Other items: (Re-listing from last month's minutes)**

##### **Budget Update**

- Leads need to be identified for the projects currently approved for purchase with this year's grant funding.
    - Pediatric Surge Supplies- Christy Cooper
    - Pediatric MCI Bags- John Brinkley
    - Decon Supplies- David Walton
    - Connections for fire departments- Robert Laney. Charity will contact Chief Compton for his advice. Phil and Paul will check to see what system LeConte installed. In the meantime, hospitals need to contact their local fire department for specifics on what they will need.
    - Remote Heads- Charity Menefee
    - Codes Books- Janet Rowe, Tonya Shott
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- As a reminder, the following is the allocation approved at the last meeting:
    - Total budget for this year: \$315,297
      - Already approved: \$22,780 (Regional Storage 4800, Chempac Phone 2500, Website 480, HPP Conference 10,000, Winlink Completion 5,000)
      - Training/Exercises: \$22,000
        - NIMS/HICS 1,000
        - HAZWOPER Refresher (2) 5,000
        - REACTS: Radiation Safety/Health Effects (2) 4,000
        - Decon Class (2) 3,000
        - Pediatric Surge TTX 5,000
        - Pediatric Training for Healthcare/EMS 4,000
      - Adobe Connect Fee for Meetings: \$6,628
      - Pediatric Surge Supplies: \$80,000
      - Pediatric MCI Bags for EMS: \$25,000
      - Facility Decontamination Supplies: \$75,000
      - BlueWing Communications Study/Strategic Planning: \$29,000
      - Chiller Connections for Fire Depts: \$5,000
      - UHF Remote Heads Knox Hospitals: \$4,000
      - Individual Hospital Requests: \$35,000
      - Discretionary RHC Funding: 5,000.00
      - Overage: \$5,000
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		July (CA) 07/14/15	Aug 08/10/15	Sept	Oct (CA)	Nov	Dec (CA)	Jan	Feb	Mar	Apr	May	June
<b>Hospital- Knox</b>													
East Tennessee Children's Hosp.	Christy Cooper		X	X		X		X	X				
	Bill Thurman												
	Steve Bohanan							X	X				
Fort Sanders Regional Hospital	Robert Laney		X			X		X	X				
North Knoxville Medical Center	Brenda Gray		X	X		X		X*	X				
	Heather Cumberland					X		X					
Parkwest Hospital	Paul Parsons		X	X		X		X					
Physicians Regional Med. Center	Dan McGraw		X	X				X*	X				
Turkey Creek Medical Center	Tonya Shott			X		X*		X	X				
U.T. Medical Center	Janet Rowe		X*	X		X		X	X				
	David Pittman												
	Brian Hitch					X							
Pennisula Hospital	Todd Roberts												
Covenant Health	Phil McDaniel		X	X				X					
<b>Hospital-East</b>													
Blount Memorial Hospital	Marcus Sheppard		X	X				X	X				
	Ann Henry												
Claiborne County Hospital	Mike Campbell		X	X									
Fort Loudon Medical Center	David Walton		X	X		X		X	X				
Jefferson Memorial Hospital	Larry Gilbert		X*										
	Debbie Justice			X*		X*							
	Wanda Fisher							X	X				



		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
EMS	TN Dept. of Health, Office of EMS	Steve Hamby		X				X					
	Rural Metro EMS	John Brinkley		X	X*		X*	X	X				
		Chris McLain											
	LifeGuard Ambulance Service	Bernie Hayes		X*				X	X				
	Monroe County EMS	Gary Smith		X	X			X*	X				
	Anderson County EMS	Nathan Sweet											
Other	Medic Regional Blood Center	Steven Smith		X	X		X	X	X				
	Medlink 2- RMCC	Tim Taylor		X	X		X	X*					
		Phyllis Walker											
	Knox County Examiners Office	Robin Slattery											
		John Lott											
		Jody Persino		X			X	X	X				
	Tennessee Air National Guard	Lisa Godsey											
	Knoxville Police Department	Nathaniel Allen											
	American Red Cross- East TN	Kendra Taylor			X			X	X				
	TN Emergency Serv. For Children	Oseana Bratton						X	X				
	REAC/TS	Angie Bowen							X				
		Wayne Baxter							X				
Cherokee Health	Karen Clawson						X	X					
Premier Surgical	Steve Ross					X		X*					
Amateur Radio Communications	Jim Synder						X	X					