

KET (KNOX EAST TN) REGION HOSPITAL COALITION MEETING

November 9, 2016

2:30

Knox County Health Department

Members/Attendance (attached)

Meeting Minutes

Review of last month's minutes

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

Follow Up From Last Month

- Storm Ready- At this time the Coalition is not interested in pursuing this as a group.
- Covenant Phone Conversion- Project has been completed and it was successfully switched over as planned. Process took a little over 2 hours. Covenant would like to extend a special 'Thank You' to Charity Menefee. She organized the external communications flawlessly. There was a lot of information that needed to go out in and she did so in a clear and timely manner to all appropriate parties.
- EMS wait times are being recorded. When calls have to be made from the call tree because of extended wait times, that is being documented as well as resolution from call.

Ham/Winlink

Wanda Roberts met with Jim Snyder to get a plan in place for completion of the Winlink process. This will involve a tight time line in order to get work completed within this funding cycle.

November

In order to establish true operational readiness, each facility needs to participate in the next Hospital Net test which will be done on **November 25th**. It will give us an accurate baseline of who needs to work on locating operators and what systems are functioning. The basic HAM system and Winlink system will be tested.

- Fill out assessment and return to RHC by **November 15th**.
- Contact your operator for test on the 25th. Jim will also reach out to each operator the hospital listed and advise them on the test. The operator will also fill out the same assessment as the hospital on the 25th. If you do would like regional assistance with funding for the completion of this process, you'll need to participate in this baseline test.

December

Based on feedback on assessment, work by consultants will be done. Rick Frost is subject matter expert on Winlink operations and could be used to set up/trouble shoot any of those systems. He can perform the audit while he is there, negating the need for another consultant visit.

January

- Work continues per assessment and testing results
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- Technicians class to be offered. Class will be on a Friday from 6-9, then the following Saturday 9-3. Testing fee (if user passes) of \$15.00 will be covered by Coalition and Coalition will provide lunch for the Saturday class.
- A Winlink Training class will be offered as follow up for existing operators and those trained in the technician's class. Rick Frost has done the video trainings at the request of the developers of the system and can teach the class. Jim will speak to him regarding this. We will offer hand held radio's to those operators who did not take the technicians class but take the Winlink class. Coalition will provide food dependent on class times.

Budget

- Proposed budget approved by sub-committee was presented to group. This categorizes each budget item and list the capability/gap it addresses. Total budget for this yea: \$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: \$40,000
 - Overage: \$5,000
 - Discussion:
 - Paul Parsons recommended discretionary RHC funds be added again for this year of 5,000. It will be added and taken from Individual hospital requests funding or overage line item.
 - Reminder that some facilities did not meet the deadline to receive code books last funding cycle.
 - Any hospital specific request needs to be turned in 7 days before December meeting (**December meeting cancelled. Requests will need to be submitted 7 days by Jan 03, 2017**)
 - A survey will be sent out to hospitals regarding the fire department hook ups. Hospitals will need to coordinate with their local fire departments for specifics on what will be needed.
 - Decon discussion on how much is needed. This is no longer a requirement for hospitals to maintain a certain amount of. Each hospital can decide on their own how much they would like. It was suggested each hospital
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should consider 12 sets, 16 for the larger facilities.

Exercise Updates/Lessons Learned

UTMC Exercise

October 28, 2016 7:30 PM Active shooter community event. There were 13 victims and Tonya Shott acted as the active shooter. Tonya did an exception job in creating a realistic scene, as did the actors. This was the first test for the newly formed Rescue Task Force. UTMC is thankful for all the Coalition members who assisted as players, evaluators or participants. Hotwash will take place in a couple of weeks. Some quick notations:

- Radio difficulty (expected)
- Triage systems used were not consistent between organizations
- Law Enforcement suggested new code for active shooter needs to used
- Staff did great job responding to code as they should have

Morristown Hamblen Healthcare

September 14, 2016. Active shooter exercise. MHH prepared with pre active shooter training a couple weeks prior to exercise. They had great staff response, especially security. Fire department and EMA served as evaluators. The participants played very realistic roles.

Turkey Creek Medical Center

October 20, 2016. Evacuation exercise. The exercise took place during the 2nd shift and there were many lessons learned. New house supervisor did a great job in her role. Some issues with facility/community leadership roles and communication.

LaFollette Medical Center

No update

Upcoming Trainings and Meetings (If you are interested in any trip, let your RHC know). For specific information on registration, location, time, please visit the KET Coalition website calendar <http://www.ketcoalition.org/calendar/>

- HPP Statewide Meeting Workshop (TEPS Conference Jackson, TN) November 15
- TEPS Conference November 16-17
- PsyStart Training November 9
- HPP Conference Washington D.C. December 12-14- (Steve Bohanan, Charity Menefee, Tonya Shott, Brenda Gray, Paul Parsons, Janet Rowe, Marcus Sheppard requested approval to attend and group approved).

Upcoming Exercises:

North Knoxville Medical Center

Code Pink Exercise November 15

East TN Children's Hospital

Code Pink and Black. Will be done sometime in December

UTMC

Lock Down Exercise. Will be done sometime in December

Other items:

Jellico Community Hospital

With the wildfires burning in much of our region, Jellico Community Hospital is having difficulty with smoke in the facility. It has been so bad the smoke detectors have been going off, shutting down the MRI unit. Bart Hose stated there are currently 96 wildfires burning in TN and smoke issues would be continuing as there is no forecast of rain anytime soon. Our area is still in a drought with little indication it will be ending anytime soon. They have shut off outside air intake and are re-circulating, but smoke is still coming into facility. We will check into what California hospitals do in this situation since they deal with it more often than we do.

Generator Fee Approval

Sweetwater Hospital had to replace the two batteries on the generator they are housing at a cost of \$351.98. Group approved reimbursement for this cost.

Other

Heather Cumberland will now be serving in the Emergency Management role for North Knoxville Medical Center.

| | | July (CA) 07/14/15 | Aug 08/10/15 | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---------------------------------|--------------------|--------------------------|-----------------|------|-----|-----|-----|-----|-----|-----|-----|-----|------|
| Hospital- Knox | | | | | | | | | | | | | |
| East Tennessee Children's Hosp. | Christy Cooper | | X | X | | X | | | | | | | |
| | Bill Thurman | | | | | | | | | | | | |
| | Steve Bohanan | | | | | | | | | | | | |
| Fort Sanders Regional Hospital | Robert Laney | | X | | | X | | | | | | | |
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| North Knoxville Medical Center | Brenda Gray | | X | X | | X | | | | | | | |
| | Heather Cumberland | | | | | X | | | | | | | |
| Parkwest Hospital | Paul Parsons | | X | X | | X | | | | | | | |
| Physicians Regional Med. Center | Dan McGraw | | X | X | | | | | | | | | |
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| Turkey Creek Medical Center | Tonya Shott | | | X | | X* | | | | | | | |
| U.T. Medical Center | Janet Rowe | | X* | X | | X | | | | | | | |
| | David Pittman | | | | | | | | | | | | |
| | Brian Hitch | | | | | X | | | | | | | |
| Pennisula Hospital | Todd Roberts | | | | | | | | | | | | |
| Covenant Health | Phil McDaniel | | X | X | | | | | | | | | |
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| Hospital-East | | | | | | | | | | | | | |
| Blount Memorial Hospital | Marcus Sheppard | | X | X | | | | | | | | | |
| | Ann Henry | | | | | | | | | | | | |
| Claiborne County Hospital | Mike Campbell | | X | X | | | | | | | | | |
| Fort Loudon Medical Center | David Walton | | X | X | | X | | | | | | | |
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| Jefferson Memorial Hospital | Larry Gilbert | | X* | | | | | | | | | | |
| | Debbie Justice | | | X* | | X* | | | | | | | |
| | | July | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |

