

Meeting Minutes

Attendees:

Attendance List Attached

	Discussion Lead/Discussion	Result/Next Steps
July Minutes Review	Charity Menefee No Changes	Motion to approve minutes as written: Tonya Shott Second: Phil McDaniel None opposed
Prime Medical Training Presentation	Andrew Radazzo, NRP Chris Dixon, EMT Prime Medical Training specializes in continuing medical education. Training is broken down into 4 categories which include: AHA courses, trauma/tactical medicine (active shooter falls in this category), wilderness medicine, and EMS specific CE.	Contact Information: Andrew Randazzo, NRP (865) 288-9011: 100 Andrew@primemedicaltraining.com
2017 HVA Review	Charity Menefee Our budget deadline for submission to the state will be around December 2017. In order to meet that, we will need to look over our HVA and gap analysis. Since this HVA was approved March 2017, it was proposed we move forward with this one as approved. There was discussion inclusion of LTC/ancillary clinics. State is using 855 report for auditing, which includes every agency that receives Medicare funding. Group decision to include those clinic HVA's in hospital HVA submitted to Coalition. It was suggested a sub-committee meet to discuss how this can be addressed to help meet the new CMS requirements	<ul style="list-style-type: none"> • Motion to approve current HVA for this budget planning year (2018/2019) by Tonya Shott. Second: Janet Rowe None opposed • We will need to present a gap analysis to Coalition for approval. • Set a general and tentative budget for the 2018/2019 Fiscal year to submit to state. • We will create a sub-committee to address assisting ancillary clinics with HVA requirements. It would be prudent to combine the Coalition sub-committee with the LTC/Ancillary group so they can work together on this.
Emergency Preparedness Plan Approval	Charity Menefee The KET HC Emergency Preparedness Plan has been on our Coalition webpage for group to look over. KET HC 2017 Preparedness Plan We've made the suggested changes. Group elected to vote for approval	Motion to approve KET HC Emergency Preparedness Plan as written: Tonya Shott Second: David Walton None opposed
Blue Wing Communications Project Update	Paul Parsons Sub-Committee working with Blue Wing received a copy of the final draft report at meeting on 08/07/17. Blue Wing has compiled individual surveys and their notations from site visits. One recommendation is that we form a group specifically for information sharing. At this point, they haven't formalized specific tech recommendations. There was a lot discussion on P25, Gateway and	Motion to approve sharing Blue Wing Communications Report with specific hospital responses included: David Walton Second: Brenan Mitchell None opposed

	<p>different systems already in place (TVRS, TACN). Paul reminded the group, this is not a Knox county project, but specifically to create a regional system for communication between hospitals, RMCC and RHCs. Blue Wing will get back to us with final recommendations with costs estimates where possible. Discussion on sharing individual hospital responses in report. There were no concerns.</p>	
<p>Pediatric Surge FSE Update</p>	<p>Tonya Shott Exercise Planning group met for initial planning meeting. (Meeting notes available on our Coalition website KET HC Initial Exercise Planning Meeting) We are basically keeping the same objectives from the Pediatric tabletop exercise. Exercise scenario will be a tornado hit at a local fair. It will occur on 'student day' to ensure many pediatric patients. Many students will arrive to your facility without guardians. Hospitals will not be able to rely on school system for reunification concerns. There will also be exercise 'plug ins' for those who want additional play. Decon- the tornado will also strike a train car full of chlorine. VMAT (Veterinary Medical Assistance Teams)- for those who want to include animal surge response. Pre-exercise information will be sent out prior to exercise day (weather, large crowd expectations). We will ask hospitals to contact HAM operators to see if any would be available if needed.</p>	<ul style="list-style-type: none"> Charity will check with Knox media department to see if pre-recorded exercise videos can be created to be used during the exercise (fair overview/crowd, weather, tornado hit) Future meetings on KET calendar. Anyone is welcome to attend. (location TBD) <ul style="list-style-type: none"> 09/08/17 2:00 Planning Mtg. 10/04/17 2:00 Planning Mtg. 10/16/17 2:00 Controller/Evaluator Mtg. 10/25/17 2:00 Hotwash
<p>LTC/ Ancillary Clinics FSE</p>	<p>Wanda Roberts We currently have 73 participating agencies and 124 registered to attend the mandatory exercise meeting. Participants include: hospice, dialysis, EMA, surgical centers, LTC, rehab and others. Full scale exercise is on November 2. We have made the next 2 planning meetings mandatory since this is a new process for everyone. Scenario is a tornado hit that forces partial evacuation.</p>	<ul style="list-style-type: none"> Future meetings on KET calendar. Location is Knox County Health Dept. Auditorium <ul style="list-style-type: none"> 09/06/17 1:00 Planning Mtg. 10/26/17 1:00 Controller/Evaluator Mtg. Hotwash via phone immediately following exercise end. We will send exercise information out to group. Please share with any facilities who may wish to participate.
<p>Eclipse</p>	<p>Gary Smith/Melissa Harris Sweetwater is a prime viewing spot and they are expecting 150,000 visitors during the eclipse period. All parking spots have been sold out. State is bring the State Operations trailer and the Ambus. Sweetwater Hospital Association has concerns with getting staff/patients to facility. They have increased staff for the event. There are 2 routes currently designated for transport and those will remain open. All other avenues are closed. One SHA parking lot has been designated for handicapped parking. There are also viewing events across the region. Knox County EOC will be activated for a few hours.</p>	<ul style="list-style-type: none"> Coalition decided they would like for HRTS to be activated. Charity and Wanda will check with the state to see if one event can be activated for all the affected areas. Jim Snyder will check to see if there are any HAM operators who would be available to work during the peak hours of the eclipse.

	Janet Rowe asked if we would be activating HRTS. Jim Snyder asked if we would like HAM operators at the hospitals, particularly SHA. That would be a good idea.	
Sub-Committee Reports	<p>Warehouse:</p> <ul style="list-style-type: none"> • Marcus Sheppard Everything has been sorted for each hospital to pick up. (Thank you David Walton (Fort Loudoun Medical Center), Marcus Sheppard (Blount Memorial Hospital) and Paul Parsons (Parkwest Medical Center) for unpacking, sorting and organizing all the supplies. • Christy Cooper Pediatric Surge Kits are almost complete. Still waiting on IV tubing and IO needles/drills. We may have pick up of these carts before those supplies are added so each facility will have in time for the exercise on October 16. <p>Training Updates Training opportunities for different identified gaps were researched by various Coalition members. Those members reported on what they found. Those suggestions will be compiled and given to the training committee and recommendations will be brought back to the Coalition. Areas researched:</p> <ul style="list-style-type: none"> • Infectious Disease-Sandy Monday • Decon/Hazmat/Chemical- Robert Laney Mass Casualty/Active Shooter- Steve Bohanan and Brian Hitch • Training Specific to Rural Hospitals- Perry Davis and Missy Turner • ICS (C-Suite)- Paul Parsons and Elaine Rose • Post Patient Movement Evacuation- Debbie Justice, Melissa Harris, Kaye Marantette • Triage/Surge for Mass Casualty- Brenan Mitchell, Kaye Marantette • Burn Surge- Janet Rowe • EMS/First Responder Readiness- John Brinkley, Bernie Hayes, Steve Hamby, Gary Smith <p>Charity Menefee and John Brinkley discussed a training funding opportunity for the Region II EMS conference. Charity will get specifics for that and send out to group for vote.</p>	<ul style="list-style-type: none"> • We will schedule a pick up date for hospitals to get all their supplies. • Christy Cooper will check on progress for the remaining supplies for the pediatric surge kits. <ul style="list-style-type: none"> • A list of all the resources needs to be compiled and viewed by the training committee. Costs, availability and recommendations will be brought back to Coalition • If you haven't done so already, please send all your training information to Wanda Roberts so it can be compiled. Include description, web address, contact information and cost (if possible). • Charity will send information for vote via email on covering costs for speaker at EMS Region II Conference.
HPP Performance Measures Review	<p>These are on the website. If you haven't had a chance to review yet, please do so. HPP Performance Measures Review</p> <p>Paul Parsons volunteered Parkwest Hospital and Peninsula Hospital for the required evacuation drill. Turkey Creek Medical Center may participate too.</p>	<ul style="list-style-type: none"> • Let Charity or Wanda know if you have any questions about the performance reviews measures • If you want to participate in the evacuation drill (to be held sometime in January), please let Charity or Wanda know.

Newsletter	New edition out in September. Big South Fork Medical Center, REACTS and the RMCC will be in the next newsletter. If you have anything or would like your facility to be in the newsletter, let Wanda know.	If you have anything or would like your facility to be in the newsletter, let Wanda know.
Website Update	There have been changes. Look them over. If you have any suggestions or would like to help with the website, please let Wanda know.	If you have any suggestions or would like to help with the website, please let Wanda know.
Real Events, Exercises, Trainings, Conference Attendance, Lessons Learned	<ul style="list-style-type: none"> Code Pink at UTMC. Lesson learned from previous Code Pink (missing/lost child)- Make sure social media is aware it is a drill before people post it as a real event. Exercise went well at UTMC. Follow-Up Code Pink at Morristown Hamblen Healthcare. It was done concurrent with fire drill. Abductor was caught in parking lot. Staff did a wonderful job. The only issue with first drill was notifications were delayed. Once notifications were made, staff reactions were quick. Joint Commission at UTMC- Emergency Management session was easy. Surveyor was interested in physician involvement in drills and planning. (Remember, your RHC's are available for your Joint Commission sessions if needed). <p>NIMS/HICS Training- well attended. Great feedback from participants. Will take that feedback and improve on the program.</p>	
Upcoming Trainings	<ul style="list-style-type: none"> 08/21/17 Eclipse 08/23/17 LTC/Ancillary ICS training 82317 LTC ICS Training (FULL) 08/29/17 LTC/Ancillary ICS training 82917 LTC ICS Training (FULL) 09/06/17 LTC/CMS FSE Planning Mtg LTC/CMS FSE Planning Meeting 09/11-13/17 EMAT Conference EMAT Conference 09/12/17 KET HC Monthly Meeting KET HC 0917 Mtg 10/14/17 KET HC Monthly Meeting KET HC 1017 Mtg 10/19/17 KET HC Regional Full Scale Exercise 10/26/17 LTC/CMS Exercise Meeting LTC/CMS Final Exer Mtg. Cont/Eval Trainning/ 11/02/17 KET HC LTC/CMS FSE LTC/CMS FSE Must register on-line to participate 11/14/17 KET HC Monthly Meeting KET HC 1117 Meeting 02/08-09/18 TEEX PER 211 Medical Management of CBRNE Events (Not open for registration until December). 	
Other	<p>National Healthcare Coalition Preparedness Conference</p> <p>The KET Coalition has submitted 5 abstracts for presentation consideration:</p> <ul style="list-style-type: none"> Paul Parsons/Trish Polfus- Exercise Program Tonya Shott/Angie Bowen- REACTS/KET HC Partnership Christy Cooper/Janet Rowe- Pediatric Project David Walton/Marcus Sheppard- Facility Decon Teams Brenan Mitchell/Phil McDaniel/Bernie Hayes-Gatlinburg Wild Fires <p>We are unsure how many will be accepted for presentation, but because of rapidly rising airfare, we are requesting approval for 10 attendees. The cost will be between 14,000-16,000 (depending on discount conference fees for abstracts accepted and air fare).</p>	<p>Group approved travel for 10 attendees to the National Healthcare Coalition Preparedness Conference.</p> <p>None opposed.</p>

