Region 1 Hospital Emergency Preparedness Committee

Friday, June 24, 2011
8:00 a.m. – 11:00 a.m.
Burlington Fire Department

PRESENT: <REVIEW SIGN IN SHEET TO ID ANY MISSING MEMBERS>

<table>
<thead>
<tr>
<th>Name</th>
<th>Agency</th>
<th>County</th>
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<tbody>
<tr>
<td>Carolyn Jordan</td>
<td>Valley General Hospital</td>
<td>Snohomish County</td>
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<tr>
<td>Nancy Furness</td>
<td>Snohomish Health District</td>
<td>Snohomish</td>
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<tr>
<td>Tyler Dalton</td>
<td>Skagit Valley Hospital</td>
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<td>Tim Evensen</td>
<td>Skagit Valley Hospital, RN</td>
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<td>Mark Nunes</td>
<td>Swedish - Edmonds Hospital</td>
<td>Snohomish</td>
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<td>Gil (Bo) Bodrak</td>
<td>Providence Everett Medical Center</td>
<td>Snohomish County</td>
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<td>Karla Strand</td>
<td>United General Hospital</td>
<td>Skagit County</td>
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<td>Daniel Dempsey</td>
<td>Skagit County Coroner's office</td>
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<td>Larry Wall</td>
<td>Whidbey General Hospital</td>
<td>Island</td>
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<td>Chris Tumblin</td>
<td>Whidbey General Hospitalak</td>
<td>Island</td>
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<tr>
<td>Katie Denter</td>
<td>Hospital EPR Representative</td>
<td>Snohomish</td>
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<tr>
<td>Anthony Christoffersen</td>
<td>Snohomish Fire and Rescue</td>
<td>Snohomish</td>
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<tr>
<td>Marina Zuetell</td>
<td>DOH Communications</td>
<td>State</td>
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DOH/WSHA STAFF PRESENT:
Peggi Shapiro         WSHA

REGIONAL COUNCIL STAFF PRESENT:
Brittany Litaker      ASPR/WSHA Coordinator
Claus Joens          Executive Director

CALL TO ORDER & INTRODUCTIONS
Carolyn Jordan called the meeting to order at 8:05 a.m. for Linda Seger

APPROVAL OF MEETING MINUTES
A motion was made to approve the minutes from May 27, 2011 by Mark Nunes, Karla Strand
Second

REVIEW OF ACTION ITEMS
Action Items were brought but not reviewed at this time.

NORTH REGION EMS & TRAUMA CARE COUNCIL BOARD MEMBERS UPDATE
Next Regional Council meeting is next Thursday. There was also a plan change in the min max number. On Wednesday there was a phone conference with the governors steering committee to make these changes. This allows hospitals the option to stay at their current designation level or move up/ down. Committee discussed taking this item off the agenda now that everything is functioning smoothly.

WSHA REPORT
Peggi Shapiro reminded everyone to please get their inventories back in a timely fashion.
She reported that her office is working as fast as they can to get reimbursements finished, but do have a staff member working from home so please be patient.

WATrac is going to be a part of our budget cuts this year by $100,000. Because of this they will be going to the different regions asking for money to continue to help fund their program. Region 6 is proposing giving 30,000 - $50,000 of their money for next year. Peggi reported that Barbara Andrews had mentioned that she believed our region would give part of our allocation to fund WATrac as well. From the 2002 to 2010 grant cycles the DOH had only lost 2 million dollars in cuts. In this grant cycle they will lose 1 million which is a significant amount. The CDC has a 13.8% Cut for the upcoming year. Homeland security will be cut 50%.

**WATrac**

During the WSHA report there was lots of communication about WATrac. Peggi reported that they would be cut and would be looking to fill this void throughout the regions they work with. Mark asked what their back up plan would be if they were not able to get the amount they want from the region. Peggi reported that she had not heard. Committee members asked about the website Russell Phillips was building us and if that is something we would want to continue with and not WATrac. Peggi reminded us that WATrac allows us to communicate throughout the state and Russell Phillips would only allow us to communicate in the region. The overall consensus is that we believe WATrac is something we should continue with. Mark stressed that we should make sure that Russell Phillips is not building us a website but instead loading all of our information into WATrac which is what they said they would do for us. Tyler Dalton reminded everyone of the project our region will be working on with specialists on WATrac. This is a new function where you can put specialists information into the site to share with the other regional hospitals. That way you will know what resources are where without having to send our patients out of the region.

**DOH COMMUNICATIONS UPDATE**

Marina Zuetell was in attendance and had nothing to report.

**REGIONAL PLAN**

Nancy Furness reported that she had received some feedback from the email Brittany sent out with the regional plan. She asked if anyone had concerns. Marina said she had the master H.E.A.R. list. Nancy will check this list to what she has before she submits it. Mark thanked Nancy for all her hard work. She will send this to the state next week.

**Action Item 1:** Marina will send Nancy the master H.E.A.R list

**FY 10-11 CLEAN- UP ITEMS AND DEADLINES**

Brittany reminded everyone that NIMS reporting needed to be done. Mark said he was having issues getting into the link. Brittany will send it to him again. Inventories need to be turned in to Peggi. After action reports need to be in Brittany’s email no later than Sunday night. They are meeting Monday morning to finish the Regional AAR. Lastly, all money needs to be spent by June 30, 2011 to be reimbursed for this grant cycle. You do have until July 30, 2011 to submit for reimbursement.

**Action Item 2:** Brittany will send Mark NIMS information

**FY 11-12 Regional Education Suggestions and Needs**
Mark reported that as a region we have wanted to bring more Advanced Burn Life Support to the region. He started contacting trainers to come before he realized that Tyler has already started this process. Mark believes that if we get into contact with the right person at Tosoro that we could have a chance at them helping to fund it. It cost about $7,000 for 30 people to take this class. DOH is also sponsoring this class for the state, once on each side this upcoming year.

Bo added that he thinks some type of hospital evacuation training in our region might be very beneficial. Peggí told him that BCFS facilitated this training in Region 8 and it went very well. She will give him their contact information.

Other training ideas included HICS, and ICS training for healthcare administrators.

Katie Denter mentioned that if anyone needed ICS 300 they would be holding it July 25-27 at Snohomish DEM. She only has about 14 spots left so let her know as soon as you can.

**Action Item 3: Peggí will send Bo contact information for BCFS**

**Summer Break for Hospital Group/ HCC**

During the last Steering Committee meeting it was brought up that it might be better to postpone next month’s Healthcare Coalition meeting because everyone is taking vacations. It was decided to bring this to the Emergency Preparedness meeting to get a feel for what people think. The committee discussed that we lost a lot of membership when we changed meeting schedules before, and that if we start messing with it now we risk having our attendance go down.

The committee took this time to discuss restructuring the way we have our committees and subcommittees including the times they meet. It was suggested that the Healthcare Coalition meet once a month and structure the meetings as follows;

This meeting will have standing agenda items including a place for the hospital committee to report to the entire group. The agenda and minutes will go out a couple of weeks before with a call for additional agenda items. This agenda template will include spaces for clinics, public health, etc. We will also have two “topics” that will be discussed as a group for the last half of this meeting. These will be from what we currently call our subcommittees and will rotate every month. It will also allow more partners throughout our region to join the table, and our subcommittees more feedback. This meeting will run from 8AM-11:30AM. We will have lunch as usual from 11:30-12. From 12-1pm the hospital committee can meet if they have any particular topics that they would like to discuss.

**PLANNING FOR FY 11-12**

The Committee discussed the Prioritization of the ASPR grant for next year. It was divided as follows;

- #1 Continuation of the Russell Phillips Project $55,000
- #2 North Region EMS $40,000
- #3 Full Scale Regional Exercise $ 50,000
· #4 Regional Training ABLS $15,000
· #5 Continuation of Everbridge contract $15,000
· #6 Hospital Training Money

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<th>Facility</th>
<th>Amount</th>
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<tr>
<td>Providence</td>
<td>$23,500</td>
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<td>St. Joes</td>
<td>$14,500</td>
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<tr>
<td>Swedish</td>
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<td>Skagit</td>
<td>$10,500</td>
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<tr>
<td>United</td>
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<td>Valley General</td>
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<td>Island</td>
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<tr>
<td>Cascade</td>
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<td>Interisland</td>
<td>$2,500</td>
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<td>Whidbey</td>
<td>$7,300</td>
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These amounts were based on number of beds in each facility. Each facility, with the exception of interisland, also started with a baseline of $5,500. It is also important to remember that the region has allocated money for ABLS training. There are a total of 1,358 rooms in our region. Hospitals will need to submit a detailed list with how they will use this money by July 15th. Hospitals who do not specify will not receive this money. This is not to say however that you cannot reallocate at a later date.

· # 7 Continuation of Regional Cache $ 50,000
· # 8 Community Health Clinics $15,000
· #9 Communication Repeater $12,400

A motion was made by Gil Bodrak to approve the prioritization for FY 11-12. If a reduction in grant money occurs we will start by cutting from the bottom of our list and work our way up. Karla Strand second this motion and a vote was passed unanimously.

**NEXT MEETING DATE**
July 22, 2011
Burlington Fire Department

**GOOD OF THE ORDER**

Bo mentioned that he was contacted in regards to the Uasie beds. Nancy said they have arrived and everyone should be receiving calls.

Bo also mentioned that Russell Phillips had contacted him and they are aware of their deadline coming up. He said they are wanting to schedule another conference call and he wanted to know if anyone had any opinions. July 8th was thrown out and we are waiting to see if that will work.

Having no further business, the meeting was adjourned at 11:29 a.m.
Respectfully submitted by Brittany Litaker, NREMS