

BIO/RAC
Meeting Minutes
November 12, 2009

Attendance: Shae Watson, Blaine Jones, Russell VanBibber, Brenda Stone, Earnestean Williams, Joyce Vanginault, Cindy Phelan, Scoggie Stoermer, Boris Chavez, Nancy West, Patrick Barkley, Ricky Draper, Lee House, Bertha Evans, Toni Cox, Connie Stauter, Joe Kelsey, Tim Tennimon, Jesse Buchanan, Scott Reid, Russell Thrasher, Jeff Nichols, Keith Kelley, Victor Wells, Brend Smith, Robin Gage, Norman Prewitt

TOPIC	DISCUSSION	DISPOSITION
Called to Order	Meeting called to order by Russell VanBibber at 1:20 pm.	FYI
Approval of 10/8/09 Minutes	Motion to approve 10/8/09 minutes made by Keith Kelley. Seconded by Scott Reid and supported by all members present.	FYI
Committees: Communications	COMMUNICATIONS COMMITTEE Attendees: Mark Mallory Kent Klinkerman Russell VanBibber	FYI

<p>Mobile Medical Asset Committee</p>	<p>Recommendation from the Communications Committee: After having 14 days to demo the phones provided by Verizon, the committee has decided to continue service with AT&T, and Cass County reps (GSMC; Atlanta Mem; Scott Reid & Norman Prewitt) will have the options to use a Verizon Plan, since AT&T does not work in those areas.</p> <p>Motion made by Kent Klinkerman to accept the recommendation from the Communications Committee for our communications phone system. The motion was seconded by Russell VanBibber and supported by all members present.</p> <p>Our IT Tech, Russell Thrasher will review the best phones for each provider and make his suggestion. If a rep has a phone preference, please get that information to Russell.</p> <p style="text-align: center;">MOBILE MEDICAL ASSETS COMMITTEE Meeting 11/12/09</p> <p>Attendees: Shae Watson Robin Gage</p>	<p>FYI</p> <p>FYI</p> <p>FYI</p>
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	<p>Lee House Bertha Evans Victor Wells Jeff Nichols</p> <p>Discussion Items:</p> <ul style="list-style-type: none"> ➤ Policies & Procedures: <ul style="list-style-type: none"> ▪ The committee made the determination that if the MMA is deployed to a specific facility, we will follow the P&P of the facility, if it is deployed and not to a specific facility will be work on developing general P&P. ➤ Forms: <ul style="list-style-type: none"> ▪ The committee reviewing the following forms from TRMC and determined that the MMA needed to have the following forms/documentation: <ul style="list-style-type: none"> ○ Progress Notes ○ Physician Order Sheets ○ ER Flowsheets ○ Medication Documentation 	<p>FYI</p> <p>FYI</p>
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<p>Drills/Exercise Committee</p>	<p>○ Vital Signs</p> <p>MMA Inventory is tentatively scheduled for January 28th.</p> <p style="text-align: center;">DRILLS/EXERCISE COMMITTEE Meeting 11/12/09</p> <p>Attendees: Shae Watson Brenda Stone Norman Prewitt Bertha Evans Jesse Buchanan Scott Reid Keith Kelley Blaine Jones</p> <p>Motion to approve 9/10/09 minutes made by Blaine Jones. Seconded by Keith Kelley and supported by all members present.</p> <p>Discussion Items:</p> <p>Upcoming Events: Regional Drills/Exercises</p> <ul style="list-style-type: none"> ➤ Tanker Car Explosion – Texarkana – December 2nd ➤ TRMC – Drill December 3rd 	<p>FYI</p> <p>FYI</p> <p>FYI</p>
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<p>NETMOC Committee</p>	<ul style="list-style-type: none"> ➤ Atlanta Mem – Decon Drill – December 9th & March 30th ➤ St. Michael – Equipment /Electrical/Power Failure ➤ Hopkins Co Mem – Power Outage – November 14th <p>3-Year Exercise Plan:</p> <ul style="list-style-type: none"> ➤ Please see attachment for the following is the Exercise Plan that will be submitted to DSHS <p style="text-align: center;">NETMOC COMMITTEE Meeting 8/13/09</p> <p>Attendees:</p> <p style="padding-left: 40px;">Shae Watson Bertha Evans Lee House Norman Prewitt Russell VanBibber</p> <p>Call to order at: 3:30</p> <p>Approval of 6/11/09 Minutes: Motion to accept minutes are written was made by Bertha Evans, seconded by Lee House and supported by all members present.</p>	<p>FYI</p> <p>FYI</p>
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	<p>Discussion Items: Suggested name change for the Symposium: Disaster Preparedness and Emergency HealthCare Symposium.</p> <p>Motion to accept the name change was made by Shae Watson. Seconded by Blaine Jones and supported by all members present.</p> <p>The Committee set the date for the FY 2009 – 2010 Symposium: September 10, 2010, and will keep with the same theme “Remembering 911”</p> <p>Proposed Locations: Primary: NTCC ARTS Center Secondary: Titus Civic Center</p> <p>MMA Set-up: Ask Western Shelter to be a Vendor and come to support the set-up not train.</p> <p>Review of Evaluations/AAR: Feedback from Eval Forms for Improvements: 1. Registration Systems 2. Limit Breaks</p> <p>Cost for FY 09-10 Symposium: \$10.00 per persons who will receive CE’s CEU’s and CME’s</p>	<p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p>
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	<p>\$5.00 per Nursing Student</p> <p>Russell Thrasher will set-up on-line payments.</p> <p>We will ask Stephanie Thurman to assist us again with CE's; CME's.</p> <p>Russell will be able to provide CEU's and will also look at T-CLOSE.</p> <p>Committee task for the next meeting:</p> <ol style="list-style-type: none"> 1. Speaker Topics 2. Possible Speakers <p>Meeting adjourned at 11:18</p>	
ER Saturation Presentation	<p>EMSystems is still working on final board, so Russell VanBibber will present the board at a later date.</p>	FYI
1 st Quarter OASPR Report	<p>The Committee reviewed and submitted answers to the Quarterly Report.</p>	FYI
3-Year Exercise Plan	<p>The 3-Year Exercise Plan was presented to the Committee and will be submitted to DSHS. See Attachment.</p>	FYI
Health and Medical Response Plan to a Pandemic Event	<p>The committee was asked which facilities had this plan in place and if so the plan must be submitted to the Executive Director by November 30th. The following</p>	FYI

	<p>agencies have a plan: TMRC Christus (already submitted) WRMC Hopkins Co ETMC Atlanta (working on plan not complete) HealthSouth Rehab GSMC-Linden PRMC – not sure of</p> <p>After the plans are received, we can put them in WebEOC’s File Library.</p> <p>Discussed the Distribution Plan/Guidelines for Needed PPE, as well as supplies that had been ordered.</p> <p>The committee was asked if any of the supplies we had ordered were needed? Response was not at this time.</p> <p>Committee reminded of the WebEOC Workshop March 2-4.</p> <p>Speakers are needed.</p> <p>The NetWeb will begin training the region shortly.</p> <p>Currently NETRAC has 240 Users signed up form our RAC Hospitals/EMS.</p>	<p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p> <p>FYI</p>
PPE Distribution		
WebEOC Workshop Information		
WebEOC Update		

NIMS Compliance Spreadsheet	Reminder to log-in every 60 days. NIMS Compliance Spreadsheet is due in by November 30th.	FYI
H1N1 Updaates	H1N1 Weekly Updates information sheet distributed for State and Nationwide.	FYI
Upcoming Events	IMACC Training – November 18-19 GETAC and EMS Conference – November 20-25 Homeland Security Work Group – December 10th Executive Directors Summit – December 17 - 18	FYI
Meeting Adjourned	Meeting adjourned at 11:00 am.	FYI

Minutes recorded by Shae Watson - Executive Director