

NE Regional Hospital Preparedness Group
Executive Committee Meeting Minutes
October 12, 2009 ♦ Blackwoods

Attendees: Beth Bilden, Julie Burns, Marilyn Cluka, Pat Lee, Mary Matthews, Andrea Peterson, John Simpson and Cheryl Stephens

Respectfully submitted: Therese Campbell ♦ tcampbell@medinfosystems.org ♦ 218.625.5515

Agenda	Discussion	Recommendation/Action
I. Welcome & Meeting Minutes	Approval of September 14, 2009 Minutes Blackwoods Restaurant	Minutes approved
II. Open Issues	<ol style="list-style-type: none"> 1. Participation agreements are all signed and completed Clinics and LTC facilities should be offered this agreement 2. Trailer Damage and repairs – The repair kits were shipped from PaceAmerican to the hospitals who reported damage 3. CANCELLED November 4 Conference – “Partnering in Response” due to preparations for H1N1 4. State will roll-out a statewide hotline phone number – Release date TBD 5. Media and Healthcare meeting regarding H1N1 information getting out to the public – PIOs from the hospitals were invited 	<ol style="list-style-type: none"> 1. All Hospitals and PH Facilities have sent signed documents Theresa McDonald to discuss with Marilyn and Cheryl to finalize the document 2. PaceAmerican – send note to thank CEO 3. The conference is rescheduled for May 4, 2010. 4. A nurse will triage people needing health advice and prescribe medicine over the phone 5. Meeting was well attended and important information shared; Marilyn and Cheryl were interviewed for TV news
III. Finance	<ol style="list-style-type: none"> 1. Budgets: Standard HHS Budget \$409,266 and H1N1 \$121, 298 budget (1/2 of which is for equipment and supplies) Executive committee recommended \$54,646.00 of the Flu allotment be given to each facility – to be used exclusively for H1N1 equipment & supplies; amount divided among 17 hospitals <u>and</u> EMS 2. Quarterly billing for Beth Bilden from SMD 	<ol style="list-style-type: none"> 1. Budgets were reviewed and approved: send to Group Send to the Group for discussion and approval of the distribution of these H1N1 funds 2. Cheryl to discuss with Denise

<p>New Business</p>	<ol style="list-style-type: none"> 1. Antivirals called MNACache – Tamiflu and relenza for the underinsured and uninsured – or supply chain broken, disrupted, cluster of H1N1, some pediatric suspension under 12 months of age 2. PPE allocation and distribution or cache 3. Vaccination Sites – have been identified 4. Anti-viral distribution: Sites to be determined by MDH 	<ol style="list-style-type: none"> 1. Will be shipped to sites in the region from the SNS cache – pharmacies have been contacted and if interested contact Therese Campbell by October 9 – Check with Group if all counties are represented 2. Determine if the cache can be drop shipped to each facility or shipped to a definite location to be distributed – send to Group 3. List found on MDH workspace 4. A conference call is scheduled for details regarding this distribution
<p>Next Meeting</p>	<p>December 14, 2009 Executive meeting 8:30 am – 10:30 am Proctor, MN</p> <p>November 4th Partnering in Response Conference is cancelled and rescheduled for May 4 2010</p> <p>November 9th monthly emergency preparedness meeting is cancelled</p>	