

**NE Regional Hospital Preparedness Group**  
**Group Meeting Minutes**  
**March 9, 2009**  
**Black Woods Conference Center**

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| <ul style="list-style-type: none"> <li>American Red Cross</li> <li>√ Arrowhead EMS</li> <li>√ Bigfork Valley Hospital</li> <li>Bois Forte Reservation</li> <li>Center for Alcohol &amp; Drug</li> <li>√ CHIC</li> <li>√ Community Memorial</li> <li>√ Cook Area Health Services</li> <li>√ Cook City EM</li> <li>√ Cook County North Shore</li> <li>√ Cook Hospital</li> </ul> | <ul style="list-style-type: none"> <li>√ Deer River Healthcare</li> <li>√ Ely Bloomenson Community</li> <li>√ Falls Memorial Hospital</li> <li>√ Range Regional Health Services</li> <li>FDL Human Services</li> <li>Grand Itasca Clinic &amp; Hospital</li> <li>Grand Portage Indian Health Svcs</li> <li>√ HSEM NE Region</li> <li>Lakeview Memorial Hospital</li> <li>√ Mercy Hospital</li> <li>√ Minnesota Department of Health</li> </ul> | <ul style="list-style-type: none"> <li>√ Riverwood Healthcare Center</li> <li>√ Scenic Rivers Health Services</li> <li>√ SMDC Health System</li> <li>√ St. Luke's Hospital</li> <li>√ St. Louis County Public Health</li> <li>√ Virginia Regional Medical Center</li> <li>√ White Community Hospital</li> </ul> |
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I. Welcome & Minutes	Approval of minutes –January 12, 2009 Welcome to Deb Radi, MDH Rep for NE,SC & SE Regions for “Pandemic Influenza collaborative Planning Grant”, Rob Carlson, MDH volunteers, Lisa Vesel via Cher Maki	Minutes approved
II. Open Issues	<ol style="list-style-type: none"> <li>1. EMS Conference: “Going the Distance for EMS” Jan 23-24</li> <li>2. Decon Nozzles are being sent</li> <li>3. “2<sup>nd</sup> Annual Partnering in Response” Wednesday, November 4, 2009 at Timberlake Lodge: Chair: <b>Mary Ann Smith</b></li> <li>4. February Deliverables were submitted</li> <li>5. MNTrac issues can be directed to Lyndsay Daniel at the CHIC office-working with MNTrac updates and necessary training</li> <li>6. Replacement for Wayne (mid-sized hospital)</li> <li>7. Ethics in Pan Flu Report requesting comments; and MDH to set up two meetings, one in Duluth)</li> </ol>	<ol style="list-style-type: none"> <li>1. Pat Lee reported over 800 registrations</li> <li>2. John Jordan to receive and distribute</li> <li>3. Committee members: Beth Bilden, Marilyn Cluka, Kim Garrett, Pat Lee, Roy Holmes, Bill Maloney, Adam Shadiow, Cheryl Stephens Kathy Zellers, and Therese Campbell</li> <li>4 Cheryl reported on MNTrac alerts and updates on bed count – some hospitals not yet in compliance</li> <li>5. MNTrac alerts from Lyndsay, monthly; MNTrac has a “Knowledge Base” where documents will be posted</li> <li>6. Cheryl will approach Cher Maki from Fairview Range Regional in Hibbing</li> <li>7. Comments deadline March 16 (More information to follow)</li> </ol>
III. Standing Reports & New Business	<p><b><u>Finance</u></b></p> <ol style="list-style-type: none"> <li>1. Expenses – Attached</li> <li>2. Equipment purchases should include bar code identification: “Purchased by NE Regional</li> </ol>	<ol style="list-style-type: none"> <li>1. Request add columns: Obligated funds &amp; Budget totals</li> <li>2. Hospital Reps were given the bar codes to affix to equipment \$500+</li> </ol>

	<p>Hospital Emergency Preparedness Group”</p> <ol style="list-style-type: none"> <li>3. Lab funds for MLS Chemical Lab Exercise State 1, 2, 3</li> <li>4. ICS 300 Training April 28 &amp; 29th Hermantown Public Safety Building</li> <li>5. Request: Put specific amounts for purchases made by HHS</li> <li>6. Lithium batteries that need replacing</li> </ol>	<ol style="list-style-type: none"> <li>3. Send receipts to be reimbursed for related costs</li> <li>4. Training reimbursement for hotel and mileage available with the receipts</li> <li>5. Refers to facility purchases – record amounts in the minutes</li> <li>6. Each facility take inventory; submit a request for the batteries, the purchase amount and provider name – bring back to committee</li> </ol>
<p>Guest Speaker Deb Radi, MDH Rep for NE, SC &amp; SE Regions</p>	<p>“Pandemic Influenza collaborative Planning Grant” This plan was awarded \$2.2 million –1 year</p> <p>More details and registration to come</p>	<p>PowerPoint Presentation: will be sent to all facilities</p> <p>Survey</p> <p>Teleconference April 8 – Watch for details – Lake Superior College</p>
<p>Medical Director</p>	<ol style="list-style-type: none"> <li>1. Will be meeting 4x year <ul style="list-style-type: none"> <li>➤ Sample document; Medical/surgical &amp; PPE supplies by disaster type and category of hospital emergency services – Kirste Taipale</li> </ul> </li> <li>2. Beth to meet with Marilyn and Cheryl monthly</li> </ol>	<p>Discussion of pediatric preparedness – what equipment is needed and how to use;</p> <ul style="list-style-type: none"> <li>➤ There to request electronic copies to send to Reps</li> </ul> <p>First Monday of the month after the HHS Conference call</p>
<p><u>Behavioral Health</u></p>	<p>The 2nd annual State BH conf will be held at the Earl Brown Center, April 7, 2009. The focus on this yrs conf will be sustainment and recovery.</p>	
<p><u>Drills &amp; Exercise Education</u></p>	<p>Upcoming Workshops:</p> <ul style="list-style-type: none"> <li>• See below ***</li> </ul> <p>Radiation training to be offered following discussion: Marilyn, Beth, Cheryl, Adam and Mike Martaurano with on-going plans</p>	
<p><u>MNResponds</u></p>	<p>Rob Carlson spoke about his role at MDH in working with volunteers ~ Jo reported 101 MN Responds volunteers answered the a call-up availability during the recent ice storm warning.</p>	
<p>LTC</p>	<p>April 23 Training: Sponsored by Care Providers, Aging Services, MDH, and ourselves to rollout toolkit that MDH designed. Have speakers lined up and Care Providers set up for it to be at the Radisson. So far we have around 27 registered</p>	
<p>MDH</p>	<ol style="list-style-type: none"> <li>3. MDH update <ul style="list-style-type: none"> <li>➤ Red Binder complete – being emailed to PH and Hospitals Reps, MAC, BH reps</li> <li>➤ Flood toolkit coming with fact sheets prior to flood season</li> <li>➤ Mass dispensing plans assessed for each LPH &amp; Tribal Health</li> <li>➤ All Hazard Plan Complete – submitted to MDH – CDs to CHIC and on MNTrac knowledge base</li> </ul> </li> </ol>	

**\*\*\*Upcoming Education, Training & Exercise Events:**

April 8 Teleconference “Pandemic Influenza collaborative Planning Grant”

April 13, 2009: Poison Control Center Presentation

Monthly HSPP Meeting

Blackwoods – Proctor, MN

April 28 – 29, 2009: NIMS ICS 300 Course

Hermantown Public Safety Building

5111 Maple Grove Road, Hermantown MN

8:00 AM – 5:30 PM Each Day

Online Registration Available @:

<http://customdbdesign.com/aemsa/ics300.aspx>

July 13 – 17, 2009: NE Region Decontamination Drill Week

At each facility, Details to follow

November 4, 2009: 2<sup>nd</sup> Annual Partnering in Response Conference

Timberlake Lodge Grand Rapids, MN

<b>Next Meeting ~April 13, 2009</b>	Blackwoods Proctor 10:30 am
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