

**NE Regional Hospital Preparedness Group**  
**Group Meeting Minutes**  
**April 13, 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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Respectfully submitted: Therese Campbell ◊ [tcampbell@medinfosystems.org](mailto:tcampbell@medinfosystems.org) ◊ 218.625.5515

<b>I. Welcome &amp; Minutes</b>	<p>Approval of minutes –March 9, 2009</p> <p>Welcome to Anna Sheldon, visitor from St. Louis County PH, Kirk Hughes, Poison Control Center, Cheryl Lofrano-Zaske, RBRC Recycling</p>	<p>Minutes approved</p>
<b>Guest Speakers:</b>	<p>Poison control Center Presentation</p> <p>Battery recycle RBRC program</p>	<p>Kirk Hughes</p> <p>Cheryl Lofrano-Zaske</p>
<b>II. Open Issues</b>	<ol style="list-style-type: none"> <li>1. Decon Nozzles were obtained by John Jordan</li> <li>2. SNS – electronic ordering system</li> <li>3. Replacement for Wayne Johnson</li> <li>4. Ethics in Pan Flu Fourm in Duluth – May 2 – St. Scholastica – needed 26 volunteers for facilitating and note taking</li> <li>5. PAPRS/batteries requisition from hospitals</li> <li>6. Four scenarios CD was distributed to the partners: Also available in MNTrac knowledge base</li> <li>7. Update on Red River Flood</li> </ol>	<ol style="list-style-type: none"> <li>1. To be distributed to the Group</li> <li>2. Cheryl to submit contact names from each hospital – Reps &amp; send statement verbiage to the hospitals</li> <li>3. Char Maki from Fairview Range Regional in Hibbing has accepted the open position</li> <li>4. Forum in Duluth for general public; facilitators and note takers needed.</li> <li>5. Confirm requests with Hospital Reps for the order</li> <li>6. Use for exercise/training – beneficial information Anthrax, Ice Storms, Explosives, Pan Flu</li> <li>7. Interactive groups reporting: EMS, MAC and MNResponds</li> </ol>

	8. EMS NIMS 300/400 full for April session	8. Need to provide further training classes – Contact Clyde Annala to pursue certification
III. Standing Reports & New Business	1. Expenses – Budget 2. May 5 Ready to Respond Conference U of MN – 1 day  3. EMS request for NIMS training funds \$1000	1. Approved  2. Group approval vote. NE Region HHS reimburse facilities for up to \$500; Also offer of 10 scholarships for nursing homes and clinics that participate; Therese and Theresa McDonald to send out email to hospitals, Nursing Homes, Clinics 3. Group Approval
Discussion of Deliverables	Sheltering in place – Should be under evacuation protocol;	Needs to be addressed in each facility and reported to Cheryl that it was addressed in a hospital document – Due by July 1, 2009 (RE: Staff, food, infrastructure)
<u>Behavioral Health</u>	1. NIMS Training scheduled for April 20 2. Presentation on “Family Assistance Training	1. Location and times to be sent to BH list 2. Bill Maloney will schedule a time
<u>Drills &amp; Exercise Education</u>	1. Radiation Training 2. SMDC document: Severe Weather check list	1. Beth and Adam working on this and will report 2. John Jordan will make copies available;
<u>MNResponds</u>	Volunteers were deployed to assist in Nursing homes during the flood evacuation  Appreciation letters to go out	
LTC	Tool Kit available in the training session for Nursing Homes and LTC facilities – April 23	Cheryl and T to present; registration at 49 at the Radisson
<u>Clinic</u>	Meeting on HICS – BJ Kolstadt  Topics for future meetings were provided	Excellent presentation  Mike Holmes and Kathy Zellers to schedule
Report on the Red River Flood March/ 15 through April 2009	Interactive groups reporting: EMS, MAC and MNResponds; What worked and lessons learned. MNTrac possible for LTC and Nursing homes is question  There was some overlapping of activities. Too many phone calls which meant writing reports.	
Schedule for 2009 scheduled events		Group discussed scheduled events
<b>Next Meeting ~May 11, 2009</b>		Blackwoods Proctor 10:30 am