

NE Regional Hospital Preparedness Group
Group Meeting Minutes
May 11, 2009
Black Woods Conference Center

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| <ul style="list-style-type: none"> √ American Red Cross √ Arrowhead EMS √ Bigfork Valley Hospital
Bois Forte Reservation
Center for Alcohol & Drug √ CHIC
Community Memorial √ Cook Area Health Services √ Cook City EM √ Cook County North Shore √ Cook Hospital | <ul style="list-style-type: none"> √ Deer River Healthcare √ Ely Bloomenson Community √ Falls Memorial Hospital √ Range Regional Health Services
FDL Human Services √ Grand Itasca Clinic & Hospital
Grand Portage Indian Health Svcs
HSEM NE Region √ Lakeview Memorial Hospital √ Mercy Hospital Minnesota Department of Health | <ul style="list-style-type: none"> √ Riverwood Healthcare Center
Scenic Rivers Health Services
SMDC Health System √ St. Luke's Hospital
St. Louis County Public Health √ Virginia Regional Medical Center √ White Community Hospital |
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Respectfully submitted: Therese Campbell ◊ tcampbell@medinfosystems.org ◊ 218.625.5515

I. Welcome & Minutes	<p>Approval of minutes –April 13, 2009</p> <p>Welcome to Jeff Andrie & Diane Grahek, Grand Itasca; Char Maki is a new Executive Committee member</p>	<p>Minutes approved</p>
II. Open Issues	<ol style="list-style-type: none"> 1. Ethics Meeting on Pan Flu was well attended; Participants were asked to reflect on the 3 objectives proposed for MN should the need arise to ration scarce preventive resources 2. Deliverables – Questions regarding the deliverables – Health Alert Network and other TBD required tasks to be completed by each facility <p style="margin-left: 20px;">Pharmaceutical tasks not defined</p> <p style="margin-left: 20px;">Critical Infrastructure – Roy Holms will be contacted by Cheryl</p> 3. H1N1- a discussion of the procedures, preparations and communications tested in this real emergency situation; Cheryl & Marilyn activated the MAC in the CHIC offices Lessons learned: Fit testing; Procedure for distributing tamiflu – contact Cheryl & Marilyn 	<ol style="list-style-type: none"> 1. Objectives: <ul style="list-style-type: none"> ➤ Reduce the number of flu-related deaths and other serious complications ➤ Reduce disruption in basic public health, public safety and health care infrastructures ➤ Treat people fairly, recognizing that we are all morally equal 2. Clarification of notices and who get them and when to send on to others; Cheryl to contact Myrlah to come to speak to Group <p style="margin-left: 20px;">If the pharmaceutical tasks are not defined, the group agreed that the funds should be rolled over to each facility for needed supplies</p> 3. The use of MNTrac and MIIC proved to be excellent resources; Communication lines will eliminate some of the duplicate messages and alerts MAC – will provide monitoring of emails and which to forward and/or delete

III. Standing Reports &	<ol style="list-style-type: none"> 1. Expenses – Budget 2. Obligated expenses were set and we are doing well with expenditures 3. NIMS ICS 400 training June 17-18 	<ol style="list-style-type: none"> 1. Approved 2. Funds will be expended by the end of the grant period 3. Mileage reimbursement was approved
New Business	<ol style="list-style-type: none"> 1. Consider 3n a product for hospital notification call services -Kim uses Mir 3 - gather a committee including IT persons i.e. Joe Wivoda 2. WebEx-purchase being pursued for training and meeting options 	<ol style="list-style-type: none"> 1. Kim Garrett has a system and will report to the group; Appoint a communications committee to explore this as an option for our region; Look into funding next year if appropriate 2. Cheryl to determine how many licenses we will need to purchase; she will check on sharing the cost between NE Regional Group and CHIC MIIC (Immunization program) Group approved
<u>Behavioral Health</u>	<ol style="list-style-type: none"> 1. Participated in LTC training 2. Table Top – May 29, 2009 	
<u>Drills & Exercise Education</u>	<ol style="list-style-type: none"> 1. ICS 300 Thanks to Pat Lee & Arrowhead EMS. 2. ICS 400 June 17/18 preference to those that attended ICS300 3. Quarterly Reporting Thank you to facilities. Final reporting for FFY '08 will be completed the last week of July. 4. Continued development on an updated Decontamination Education Program. 	
<u>MNResponds</u>	<p>Database cleanup almost done; expect to close nearly 300 accounts</p> <ul style="list-style-type: none"> - Medical Reserve Corps (MRC) and Red Cross signed MOU to work together (at national level). Will see how that will look locally - Press release regarding NE Volunteers used for Red River Valley; informative on who went and how people can become involved. Sent to LPH to distribute locally and will send to anybody else who wants it. Can be used for anything/anybody - Phone Orientation for volunteers tomorrow - Working on documents for sending/receiving volunteers and who will fill what roles. 	
<u>LTC</u>	<p>April 23rd toolkit rollout went well. Positive feedback. Asking for more Behavioral Health and to meet with Hospital group. Meeting with facilities not able to attend the session</p>	
<u>Clinic</u>	<p>Planning a meeting late in July - 4 hours at Blackwoods 10:00am – 2:00pm</p>	<p>Agenda will include psychological first aide and a table top practical exercise</p> <p>Adam to contact Mike Holmes, Bill Maloney to select date</p>
Next Meeting ~June 8, 2009		Blackwoods Proctor 10:30 am