



## OASPR TSA-O Regional Preparedness and Response Committee Meeting Meeting Minutes

*December 11, 2009*

### Agenda:

- I. Sign In / Introductions
- II. Review / Approval of November 13, 2009 RPRC meeting minutes
- III. Old Business, Cots, HAM Radio Meeting, Radio Testing, 1135 waiver, Other
- IV. Public Health
- V. Anti Virals / Vaccine
- VI. FY10 Supplemental Grant
- VII. FY10 Update
  - Sub recipient Agreements
  - Timelines
- VIII. Committees
- IX. Regional Discussion / Concerns

Attendees: Phil Alder, Andrea Allely, Wayne Archambault, Billy Atkins, Mike Barrow, Vasanti Brandl, Nancy Brown, Renee Buhman, Joe Canfield, Mike Caudle, Oscar Enriquez, Heidi Erwin, Ann Figueroa, Michelle Fillman, Dahlia Flores, Chris Freeman, Nancy Garza, Kimberly Gill, Jackie Gondeck, Jordan Gray, Linda Haynie, Yolanda Holmes, Logan Hopkins, Darryl Jordan, Cristy Knapp, Freddy Krail, Nancy Maschal, Idalia Mendez, Ryan Moeller, Ricky Nevels, Dave Reimer, Dave Rhinehart, Swapna Sah, Bill Shaffell, Linda Sifuentes, Blandonn Smith, Robin Wiatrek

### Handouts:

Next meeting: January 8, 2010, 9am – 11am, CATRAC office

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- I. Sign In/Introductions
- II. Review/Approval of November 13, 2009 RPRC meeting minutes. Added missing names to attendees list. Minutes were approved.
- III. Old Business
  - a. Cots – CATRAC had acquired 70-80 cots which were distributed for hospital staff use (not patient use) during events like the hurricane evacuations; they are not the best quality but did the job. It was suggested that we do need more cots distributed to the facilities to accommodate future surge events. CATRAC can't store them, so if more are ordered, they will be distributed right away. They come 3 to a box, and each cot measures about 1 ft x 3 ft while folded for storage. They are easy to clean and have springs, but it is recommended that users add eggcrate or some other foam pad to them.
  - b. HAM Radio meeting – if anyone has HAM questions, there's a meeting scheduled for Monday (12/14/09) at Georgetown @6pm. This meeting is to handle questions, discuss equipment, and for a new facilities catch-up. They are also trying to get a better idea where HAM radios are placed within the region, other than Hospitals. And finally, to see what kind of inventory we have and what to do with it.
  - c. Radio Testing – Dave took a count of radio test responses from May 2009 forward, which shows we need improvement on responses. Use of the radios is part of the OASPR capabilities requirements. Dave asked if the transmission is clear during tests, got affirmative responses from the group. On December 4, he also did a

weather test. Dave will soon start doing tests at odd hours instead of the usual “workday” timeframe. The purpose is to make sure the radios work, but also that facilities are able to respond. If the radio in your facility needs to be moved to be heard better or more easily accessed, the facility should do so. Training issues may contribute to delay in responses: e.g. new nurses, staff may not know what to do when the test happens. Also a concern: Who carries the radio after hours? Dave Rhinehart requested radio training for him and his staff at Johns Community Hospital. It may take some time to bring someone out to each facility that might need it, but another session here at CATRAC may be possible. Darryl Jordan suggested each site being an initiator of a test. Jackie Gondeck suggested that it may be hard to do, as many radios are in the ER and staff may be too occupied to start and stay with a radio test for the whole region. Dave said we’ll do more monthly tests and start randomizing when they happen (night, weekend, etc), and give consideration to facility-initiated tests in the future.

- d. Attendance for RPR committee – participation in 75% of meetings is a requirement of the sub-recipient agreement. Conference calling is acceptable as “attendance”. It is imperative that you sign in at each meeting so that your attendance is accounted for. These numbers are turned in to DSHS, so a facility’s absence doesn’t go unnoticed.
- e. 1135 waiver – this allows branches of the government to waive requirements regarding EMTALA, alternate sites for screening exams, bed number increases, and use of certain bed types for another purpose. Dave will send out the DSHS explanation on how the waiver works and what it applies to.
- f. Education –
  - There are ICS 300 & 400 classes in January. Dave will send a flier out on those, and the dates will be published to the CATRAC website.
  - AustinHams.com there are HAM classes Jan 16 to Feb 6, 4-hours per Saturday. CATRAC will reimburse the cost of the books (which is the only cost associated with the class). Also noted: the FCC has said that paid staff (e.g. a hospital facility’s HAM licensed employee) can’t use the HAM radio on-site because it could appear as conflict of interest. This interferes with testing the radios on site except during an emergency. This is new as of the Fall 2009 and has been a subject of debate.
  - CTECC EOC training and photographing - 12/16 1-4:30pm. Several people said they will take advantage of this training date. Dave will send the information out today. Participants need background checks before training.
- g. Vendor – ILC Dover. This vendor developed a mini-PAPR for the Pentagon, and started offering it commercially 2 years ago. It uses the same system for decon and infection control. Utilizes a Nickel metal hydride (*NiMH*) battery. There is a low battery alarm which sounds when you have 30 minutes remaining. The unit can be left plugged in 24/7; the charger is no bigger than cell phone charger. It can also be used for 8 hours with D-cell batteries in situations where plugging in can’t be done (e.g. Ambulances or during power outages). The unit comes with a duffel bag for transport. There is also a backpack-carried CBRN unit. The breathing tube is connected on the CBRN head cover. Seams are sewn and “welded” with butyl

tape. User must use specific filters for CBRN vs. infection control. ILC Dover has the CBRN-E standard filters. Dover's filters are CAP-2 canister capacity rated (how long it lasts).

- IV. Public Health – Williamson County health department reports continued efforts with H1N1 clinics. There is no more seasonal flu vaccine available as manufacturing on that was halted in favor of H1N1. Facilities are reminded that the vaccine has an expiration date. Those vials that are Thimersal free expire in February 2010. Injectable expires 2011. Linda Haynie distributed the handout: Incident Command Structure and Mass Vaccination Clinic floor plan for Tony Burger Center. Contact Linda at 972-5652 if you want to come and observe or shadow in the clinic. On the Health department website, under immunizations or the H1N1 link, there's a number to make an appointment for vaccinations. They are currently scheduling appointments every 2 minutes. They will take walk-ins, though this won't guarantee getting the shot.
- V. Billy Atkins said City of Austin has completed hazard mitigation plan. Look at [www.Cityofaustin.org/oem](http://www.Cityofaustin.org/oem). The link will remain on the site for comments until 4/1/10.
- VI. Anti-virals/vaccine – still waiting for anti-virals to come in. Delivery has been pushed back to January 2010. Grant money was spent on these, so if the choice is made to withdraw their orders, they have to give the money back. At this stage, it's best to wait for delivery.
- VII. FY10 Supplemental Grant – DCMC has received their vent equipment. Dave ordered 4 more stands for their ventilators to spend out the entirety of the grant which had to be done by 11/30/09. Dave also purchased 12 additional vents that were demoed during the last RPR meeting, which have since been delivered. He is continuing to work on protocols regarding distribution.
- VIII. FY10 update – Dave discussed upcoming important dates on the CATRAC calendar.
  - January 4 & March 1, 2010: these are for amendments, required by the state anytime we make a change to the work plan and are more CATRAC's internal dates.
  - February 15, 2010: education requests & pre-approvals, and equipment pre-approvals & POs are due to our office. This year's grant year is short by a month, which pushes up when all funds need to be encumbered. Dave will send out the state-requires specs pertaining laptops and desktops, as well as the pre-approval form, but if you have the old one, you can still use that, It hasn't changed.
  - May 3, 2010: all equipment invoices are due to the office. This grant period as in the past few years, DSHS required reimbursement for items, rather than getting the entire grant funding at the start of the grant. This requires requests to DSHS prior to release of funds.
  - May 23, 2010: all invoices due for education and training. Had allocated \$ per facility, Dave will look it up.
- IX. Committees –
  - a. Education workgroup - has discussed sending people to the Alabama training facility. Dave is trying to coordinate another meeting for 12/29/09 via conference call if needed. If interested, let Dave know. Blandonn Smith also mentioned that getting the workgroup together and utilizing the train-the-trainer model would bring the training to the region. Dave also covered some items / terms listed on an education matrix shared on the screen, which are part of a x 3 year exercise and training report required by DSHS. (State ROC is a "rehearsal of concepts.") Shelter



hub training is held at CTECC, learning to work with shelter evacuees.

Communication Drill is the monthly radio check. For the table top drill on 12/4/09, they met at CTECC and went over the winter weather plan. They open the shelters when it's 32 degrees with no rain or 35 degrees with rain.

- b. EMTrack – with this tool they were able to see where the Ft. Hood shooting victims were sent and track where they were. An MOU allows us to do that in cooperation with Rac-L, SETRAC and Houston's RAC.
  - c. EMResource – there will be changes made to the front page, to make it more user-friendly and less cluttered.
- X. Regional Discussion / Concerns – The group should start to think about Plan B. I.e., if there is money left over from the OASPR grant, what project do we push those funds toward?

Meeting adjourned: 1120 per Dave Reimer.