



INTER-HOSPITAL COORDINATING COUNCIL MEETING MINUTES

Friday, May 11, 2018

**Washoe County Health District Conference Room B
1001 East Ninth Street, Reno, NV**

Present: Chair, Brian Taylor (REMSA); Vice-Chair, Sean Applegate (Northern Nevada Medical Center); Margo Baxter (Renown Rehabilitation)

<u>VOTING MEMBERS:</u>	Barton Memorial Hospital – Not present
Incline Village Community Hospital – Myra Tanner	Carson City Health & Human Services – Not present
Northern Nevada Adult Mental Health Services –Andy Chao, Leo Hyde	Carson Valley Medical Center – Not present
Northern Nevada Medical Center – Sean Applegate	CERT – Michael Perry
Renown Regional Medical Center (including Renown Rehabilitation and Renown South Meadows) – Tammy Harding, Margo Baxter	City of Reno Emergency Management – Not present
Saint Mary’s Regional Medical Center – Kent Choma	Department of Public Safety – Not present
Tahoe Pacific Hospital – Teresa Schumacher	Donor Network West – Not present
REMSA – Brian Taylor	Grainger – Not present
Reno Fire Department – Nathan Goins	Human Behavior Institute – Not present
Washoe County Emergency Manager – Aaron Kenneston	Inter-Tribal Emergency Response Commission – Not present
Washoe County Health District – Andrea Esp, David Gamble, Dr. Todd, Stephen Shipman	Liberty Dialysis – Not present
	Maxim Healthcare - Not present
	National Weather Service – Not present
<u>NON-VOTING MEMBERS:</u>	Nevada Air National Guard – Not present
ARES – Doug Abramson	Nevada Hospital Association – Not present
American Red Cross – Not present	Nevada Medicaid LTSS – Not present
Belfor Property Restoration – Not present	Nevada Pacific – Not present
Carson Tahoe Regional Medical Center – Jim Freed	Northern Nevada Hopes – Not present
Community Health Alliance – Sabrina Brasuell	NV Energy – Not present
	Pyramid Lake Health Clinic – Not present
Life Care Center of Reno – Not present	Renown Hospice – Not present
ManorCare Wingfield Hills – Not present	Renown Skilled Nursing – Not present
Nevada Division of Public & Behavioral Health – Danika Williams	Reno Police Department – Not present
Northern Nevada Infection Control – Jennifer Connolly	Reno Tahoe Airport Authority Fire Department – Not present
Quail Surgery Center – Cathy Retterath	Sparks Fire Department – Not present
Reno Orthopaedic Clinic Surgery Center – Sara DuBois	Summit Estates Senior Living – Not present
Reno-Sparks Indian Colony HHS – Daniel Thayer	Summit Surgery Center – Steve Burton
Surgery Center of Reno – Jennifer Brown	Truckee Meadows Fire Protection District – Joe Kammann
Tahoe Forest Hospital – Myra Tanner	Truckee Meadows Water Authority – Not present
VA Sierra Nevada Health Care System – Brian Passow	Washoe County Medical Examiner’s Office – Not present
Washoe County Medical Society – George Hess, John Anderson	Washoe County School District Police – Not present
	West Hills Hospital – Not present
	Willow Springs Hospital – Not present
<u>GUESTS:</u>	Lakes Crossing – Marie Field-Carpenter, Joan Williamson, Drew Cross, Rob Reed
American Home Companion – Not present	

I. INTRODUCTIONS – Group

II. REVIEW OF ASSIGNMENTS AND APPROVAL OF April 2018 MINUTES – Brian Taylor
Per Brian Passow, the VASNHCS exercise has been tabled, due to conflicts with the Air National Guard.

The link to the website goes out on every email that Andrea sends out. Please provide feedback to her.

The April 2018 minutes were approved.

III. SPECIAL EVENTS UPDATE – Group

- TMCC Commencement Exercises – May 11
- River Fest – May 12-13
- Moms on the Run – May 13
- Nevada Storm Women’s Tackle Football May 12, May 19, June 2
- UNR Commencement – May 17 – 19
- Nitro Circus – May 18
- Food Truck Fridays, Idlewild Park – ongoing, beginning May 18
- Lantern Fest, Wild West Motorsports Park – May 26
- Reno Aces Baseball - ongoing
- 1868 Soccer – ongoing
- Artown – Bandaloop at City of Reno - July 1

Andrea asked about special events occurring in neighboring counties. Brian asked that, if anyone is receiving any notification regarding these events, to speak up during this portion of the meeting.

IV. FINANCE SUBCOMMITTEE – Brian Taylor

Brian Taylor mentioned that the Command Kits for Battalion Chief and REMSA supervisor vehicles were approved. This time around, there will be 8 kits ordered, with more possible in the next grant period. The Alpha supplies, which are for use when an incident is beyond a normal mass casualty situation, were approved to be placed in 4 different regions in the county, to be easily accessible in the event they are necessary. The rotation of supplies will be figured out by the workgroup so the items stay fresh and won’t just need to be replaced if not used. We are waiting for State approval for grant redirect money to go through for these purchases.

V. REVIEW OF GOALS AND OBJECTIVES – A. Esp

Andrea Esp discussed the list of goals and activities the group wanted to do this calendar year. Everything is on schedule, with the only things remaining incomplete are the exercise plans by provider type, regional triggers and visitation policies. Good progress has been made. All items have been accomplished or there is a solid plan to complete them before the end of the calendar year. These are items outside of the grant requirements.

VI. REVIEW OF OSCAR WEBEOC BOARD – A. Esp

At the last meeting, the group approved the OSCAR form for collecting essential elements of information during a disaster. The purpose is to get a quick snapshot of the facilities during times of disaster and to anticipate needs. The WebEOC board is not completely done, but is moving along. The summary page has yet to be completed, which will involve the Medical Service Unit, to be most useful. The form is very simple and easy to complete, mostly check boxes.

VII. REVIEW AND APPROVAL OF ALTERNATE CARE SITE PLAN PROJECT OUTLINE – A. Esp

The object of the Alternate Care Site plan is to bridge the gap between the MAEA and the Federal Medical Station (FMS), in the event a large evacuation is necessary. This will address providing treatment in a non-healthcare facility: how multiple facilities will work under one roof together, making sure they are all following the same standards, capitalizing on the vendors, liability issues, who will run it. The workgroup met and approved the outline for the evolution of the plan. The draft is expected to be completed by April 2019 and the anticipated date it will go to IHCC for approval is June 2019. In the meantime, the outline is expected by August 2018, then subcommittees will meet to go through individual sections to determine what those will look like if we need to activate this plan. A list of stakeholders was drawn up, including durable medical equipment vendors, fire agencies, REMSA, behavioral health, outpatient, anyone who might be impacted by this. The group voted to approve the project charter as something the coalition wishes to move forward with.

VIII. IHCC RESPONSE PLAN UPDATE – A. Esp

This is another grant requirement, as well as a need within the community. This looks at how all the response plans in the community work together and how we respond as a coalition. We are not an official response entity, but provide situational awareness and plan together. The subcommittee set this up to be worked on in two phases. Phase one will be completed by the end of this calendar year and will be more of a guideline addressing how we currently operate in our community and how all the regional plans intertwine with one another. This would be a central document to reference what we do. Most of the pieces are already in place, they just need to be put on paper. During phase two, the group decided that they would like to become more of a response entity. This would begin in January, to determine what this would look like for the region, including how responsibilities may change and getting the buy in from the partners. The primary work will begin in January 2019, to get the plan started. The Response Guidelines will come back to the group for approval in December, though the draft is expected to be completed in August. This will leave time to finalize portions of the plan and include items such as the HVAs and survey results. The completed plan will address the MAEA, HEA Regional Plan, POD Planning, Crisis Standards of Care, Disaster Behavioral Health Plan, Alpha Plan, etc. Brian Taylor would like to see this captured in a one sheet document as a referral piece or guide, with additional information in the plan itself.

IX. WASHOE COUNTY HEALTH DISTRICT UPDATE – WCHD Staff

Dr. Todd discussed the Measles outbreak of 1 case, which is now over. There was some eye opening for students regarding this, as there were several unvaccinated students and they were

excluded from campus for a brief amount of time. This is the first case of Measles in Washoe County since about 1999.

As far as the flu goes, the numbers are decreasing. We are now below the regional and state baseline. There has been 26 deaths this year, 536 hospitalizations (41% were vaccinated), 5496 lab confirmed cases, with 88 people treated in the ICU. The flu peaked at week 52 for most of the western states and week 5-6 for the rest of the nation.

Stephen discussed the Isolation and Quarantine tabletop exercise scheduled for June 26. This will go over the legal, hospital and health district components of isolation and quarantine, depending on the circumstances. The Public Defender will also be participating in the exercise, to be held at the REOC from 9-12.

The CRC exercise will be on June 21. A wide variety of components will be exercised, but specifically dealing with a theoretical nuclear radiological incident in California that spills over into this region. There will be detection, hospital and decontamination components. The radiation detector vendor will be present. There will be 'safe' sources that are detectable, to make it more realistic. The event will be from 10-2. This is the first attempt as a Health District to put together this type of planning, and the process will be built upon in the coming year, to have the mechanisms to deal with this type of event. The National Guard and Indian Colony will both be present to assist, along with other agencies. The inflatable mobile medical facility will be set up as well.

The next POD command training class is scheduled for June 13, from 130-330 at the Reno-Sparks Indian Colony. Let Danny or Stephen know if you are interested in attending.

The community POD exercises will be held in the fall and the object is to test new dynamics.

POD training is available to any facility that has a need. Please see Stephen for more information.

Andrea reminded the group that the JUSTin Hope training is June 4-6.

She also addressed the MCI plan's final review. Please get final comments to Brittany Dayton by May 30, to go before the board in June. This includes the Alpha Plan.

Andrea discussed the decon training coming up May 21-25, with funding in partnership with LEPC and REMSA, who assisted in getting the grant. The training is targeted toward the hospitals, but there is a 90 minute orientation before each class for other responders, especially the fire partners and other EMS responders. Andrea will send out an email when she has final numbers available for orientation each day. Registration will be through Andrea after she gets the email out, on a first come, first served basis.

Regarding the Isolation and Quarantine exercise, Andrea shared that a lot was learned during the measles outbreak about how we can and cannot isolate someone against their will during the legal piece of this. She has been working with Dr. Todd to create a flowchart of the NRS statute, and they are revising the plan and bench book for the courts. There is another meeting with the courts on Wednesday to go over this. The flowchart will go to everyone, referencing forms and page numbers, hopefully to make the process smoother. Previously, they did not realize they had the mechanism without approval from the court or a court order to hold someone similar to a Legal 2000, but have discovered we have the ability to do so. This helps overcome a large barrier in the region. The key facility for the exercise will be Saint Mary's, with other healthcare facilities welcome to come in and observe or participate, as they may be able to provide additional input.

The EOP training that was done in April was filmed. The online training should be available shortly, providing CEU and learning opportunities.

Andrea is working with Michael Munda on HICS training. They are making the training region specific. Andrea has taken training from another region and is adopting it for our region with additions such as our Incident Action Guides for hazards that show up in our HVAs. This will be up on the website.

The HSEEP training was completed last week and received really good feedback. This will help better understand how to do exercises and the components of that. There is a toolkit available, currently being reviewed by the State. This will be a quick reference guide when completed.

The Ambulatory Surgery Centers are working on a community based exercise, to hopefully be completed by the end of August. If anyone else is in need of an exercise, please reach out. There is potential that a POD exercise may count as well.

X. WASHOE COUNTY EMERGENCY MANAGEMENT UPDATE – A. Kenneston

There will be a quick huddle of the shelter and evacuation group on May 17. This will address moving citizens in the event of an incident. They are meeting to review the update of the new regional protocols. The basic idea is if there is a threat to any community, they will put out a get ready message, with broader messages sent out to specific groups as necessary (i.e. prepare to evacuate, evacuate).

May 19 is the citizen evacuation drill and Public Safety fair at the Tahoe Biltmore Hotel.

There is a radiation tabletop exercise scheduled for May 21 at the REOC. In the last few years, purchases of radiation watches and detection equipment have been made. They will be getting together to talk about shipments coming through town, with the scenario being that a tanker overturned on the spaghetti bowl.

On June 18 & 19, there will be a mock shipment of a radiation cask coming through town. NHP will meet CHP at the border for the inspection and handoff, then escort the truck through town,

to the training site, for the next 24 hours. All regional responders will cycle through, meeting with the driver and the nuclear people protecting and responding to it. They'll get insight as to what this is, does, and what will happen when it comes through the region.

June 8 will be a health fair in Gerlach.

June 14, the Air Race exercise will take place.

XI. REVIEW HVAs – Group

No HVAs to review.

XII. NEW BUSINESS AND FUTURE AGENDA ITEMS – Group

Andrea asked that ARES and Tahoe Forest Hospital get together after this meeting to touch base regarding comms plans for the exercise over the weekend.

Brian Passow discussed the items that his facility needs to find temporary new homes for, otherwise, they may lose it, as it would be considered excess equipment. This would take quite some time to replace in the future. The two generators will require access, due to the maintenance contract. Items and dimensions are:

- 45 KW generator – 12'x6'
- 15 KW generator – 9'x5'
- Barricade trailer
- NORE decon trailer – 18'x8'
- Mass fatality unit (refrigerator/freezer) - 28'x20' (will be resting on a flatbed trailer)
- EDOCS 120, mobile oxygen concentrator – 16'6"x8'

Brian indicated that the planning for this begins now, but the moves won't take place until next year. If there is any interest or ability to store any of these items, please let him know. He has some other options being addressed, and if that goes through, he will let the group know. He would expect to have confirmation by September or October. Andrea will send out the photos and dimensions of the items to the group.

Danika Williams is the new State representative for IHCC. She mentioned the Rural Preparedness Summit, which is planned for June 5-6 in Fallon. **All are welcome to attend and she will get Andrea registration information to forward to the group.**

The Spring 2018 Healthcare Coalition newsletter has been published. This gives the coalitions an opportunity to share the activities that the coalitions are accomplishing.

The NHA workshop in Las Vegas discussed the HIPAA concerns from the October 1 event. There was great representation among the hospitals in the state. They did not come up with a solid determination on HIPAA, but decided to tackle this statewide. When the work begins on this, she will share the information with Andrea. Jennifer Connolly requested that the people

that will be handling the information be able to collaborate on this, so they will not just be getting more forms to fill out. Margo also mentioned that this should be addressed with the Health Information Exchange for assistance.

Clark County is looking into emTrack for patient tracking. This is emResource's way of doing patient tracking. Brian Passow indicated that this was looked into several years ago and was determined to be very expensive, as all facilities will need to purchase the equipment and the ongoing costs are quite prohibitive. She expressed interest in sitting with Andrea to discuss the region's use of WebEOC.

Danika brought up the volunteer reception center exercise of the State plan on June 19. This is open to anyone interested.

Teresa Schumacher brought up HavBed as a potential opportunity to connect to WebEOC. There are many fields in WebEOC and everything needs to be cleaned up. Notifications need to be locatable, people needs to be able to understand the utility of it and make it more user friendly. The link for emResource has changed, so please make sure to follow the instructions Andrea sent out in an email to get it set up properly.

Jim Freed brought up the Quad County coalition drill to occur next week. He wanted to notify the local facilities that they may get a phone call confirming bed availability if he is the evacuee. Even if some other facility evacuates, they may be getting phone calls.

The meeting was adjourned at 1000.