

**WC MN Healthcare Preparedness LTC Meeting Minutes**

**March 28, 2018**

**1400 - 1530**

**WebEx**

| **Topic** | **Discussion/Findings**  *These columns are not to be bolded.* | **Actions/Follow Up**  (include responsible person and due date)  *These columns are not to be bolded.* |
| --- | --- | --- |
| **Call to Order** |  |  |
| **Approval of Agenda** | No changes proposed |  |
| **Communications Exercise** | * Wednesday, April 4th, 2018 * Test includes logging into MNTrac, logging onto the coalition website, email, and 800 mhz radios. * Facilities that do not have 800 mhz radios will just skip that step * Starts at around 1:30 pm with a MNTrac alert | Shawn will email the Situation Manual to all participants. |
| **MNTRac** | * Identified three facilities that needed to have MNTrac training * Reviewed how to log in and how to go to the Command Center | Shawn provided MNTrac training to the three facilities after the meeting |
| **Spring Exercise** | * May 31st, 2018 0800 – 1200 * There will be a LTC component for those facilities that register on the survey monkey registration link. | * The link is: <https://www.surveymonkey.com/r/WCLTCpart> * If facilities want to participate they need to register by March 31st, 2018 * Facilitator training will be on May 3rd @ 3pm.   Calendar invites will be sent to all that register for both the facilitator training and the exercise |
| **Summer LTC Workshop** | * Will be in August * May be a minimal charge of $25 * Discussed the options for the a.m. training:   + Active threat   + ICS   + CMS Auditor speaker   + Leading Age * There will be a tabletop exercise in the afternoon. | * More info to follow after we get budget approval |
| **MAY MEETING** | * Currently scheduled for 23rd – due to conflict will need to be rescheduled. | * Shawn will send an updated calendar invite for the 24th instead. |

Next Meeting: April 25th, 2018

Minutes Taken By: Shawn

**Attendance- in attendance are highlighted:**

Andrea Zetah Broen Memorial Home

Andy Raw Browns Valley

Angie Reinke Community Memorial Home

Autumn Roark Browns Valley Health Center

Barbara Garrity Pelican Valle Health Center

Brad Bushinger Pioneer Care Center

Brandon Borgstrom Evansville Care Center

Brent Benscoter Community Health Service Inc.

Calista Taffe Traverse Care Center

Carly Kalina St. Williams Living Center

Christina Nessman Bethany Home

Cindy Stromstedt Good Samaritan

Craig Larson Evantide Lutheran Home

Danielle Ballweg Pioneer Care

Debi Bundy Glenwood Village Care

Diane Berneking Browns Valley Health Center

Greg Hanson Moorhead Rehabilitation & Healthcare Center

Jeanine Junker Barrett Care Center Inc

Jeri Wilmore Pioneer Care

Jesse Doschadis Moorhead Rehab and Healthcare Center

Jessie Lund-Burnside Viking Manor - Ulen, MN

Joan Gedde Elders Home

Jon Lagerquist Henning Rehabilitation and Healthcare Center

Joycelin Steidl Pelican Valley Senior Living

Kevin Rogness LB Homes

Lori Roers St Williams Living Center

Mark Banister Minnewaska Community

Mark Neu Pelican Valley

Mark Rustad Valley Care and Rehab

Mary Krueger Glenwood Village Care

Matt Fischer Ecuman - Bethany

Michelle Solwold Knute Nelson

Mike Chaput Traverese Care Center

Patrick Krejci Henning Rehab

Paula Viker West Wind Village

Robert Dablow Golden Living

Ronald Martin Tealwood

Sara Watkins Pioneer Care Center

Scott Buchanan Mn Veterans Home

Shawn Shay Traverse Care Center

Steve Mann St. Francis Home

Tim Kelly St. Williams Living Center

Todd Kjos Viking Manor Nursing Home

Tom Storer Nelson Gables

Travis Middendorf Galeon

Tyler Ahlf Park Gardens