| **Capability** | **5 Year Goals** | **2-3 Year Goals** | **1 Year Goals** | **90 Day “Rocks”** | **Responsible Person** |
| --- | --- | --- | --- | --- | --- |
| **C1-O1-A2** | **Healthcare coalition membership** | Identify the value of other groups joining the coalition | Integrate EMS |  | Shawn |
| **C1-O1-A3** | **Maintain coalition governance** | Review leadership structure annually | Review leadership structure annually |  | Shawn |
| **C1 & C2** | **Coalition has fully functional response capability and plan** | Updated preparedness and response plan annually | Updated preparedness and response plan annually | Restructure the response plan to incorporate new template for region. | Shawn |
| **C2-02-A1/C3** | Implement regional patient/resident tracking process | Develop regional patient/resident tracking process |  | Shawn |
| **C1-O2-A2/C2-O1** | Complete RAT annually | Complete resource assessment tool (RAT)   * Update Survey Monkey with final-version information | Develop reimbursement parameters for BP2 (inclusive of Hospitals, EMS, Clinics and LTC) | Shawn/Rachel |
| **C2-O2-A2** |  | Add information about data protection to preparedness plan | Incorporate verbiage about cybersecurity/data protection into response plan and preparedness plan. | Shawn |
| **C1-O4** | Test and practice | Train the HMAC members on the tools and checklists. Test the tools and checklists. | Develop tools and checklist for HMAC | Don, Shawn, & Dave (All Clear) |
| **C2-O3-A4** | Develop a PIO/JIS process for coalition | Assess the ability for the HMAC to support PIO/JIS response needs | None | Don & Shawn |
| **C4-O1-A2** |  | Describe how the coalition will assist with transportation assistance and interaction with EMS coordinator – define the roles and responsibilities. |  | Shawn |
| **C1 & C2** | **Ongoing maintenance of plans and procedures** | Review and update preparedness plan annually | Review and update preparedness plan annually | None | Shawn |
| Review and update response plan annually | Review and update response plan annually | None | Shawn |
| Review and update resource request and allocation process/plan | Review and update resource request and allocation process/plan | None | Shawn |
| Review and update continuity of operations plan annually | Review and update continuity of operations plan annually | None | Shawn |
| Review and update HVA annually. Assess Cyber Security | Review and update HVA annually. Assess Cyber Security | None | Shawn |
| Review and update the MOU annually. Collect signatures. | Review and update the MOU annually. Collect signatures. | None | Shawn |
| **C1-O4** | Training and exercise plan | Training and exercise plan | None | Shawn |
| **C1-O5** | **Implement Sustainability Plan** | Develop sustainability plan | Draft a sustainability plan | Determine if the Foundation can receive funds for future allocation | Shawn/Rachel |
| **C1-05-A1** | Implement a fee for service program | Develop fee for service process and advertising | Rachel & Shawn |
|  | Design packet that will include:  1. Flyer identifying the role of the coalition  2. New EP representative roles/responsibilities  3. End of year summarization report to discuss past events and moving forward (executive leadership engagement) |  | Shawn |
| **C1-O5** | Implement process for registering and collecting money electronically. | Research a process to collect money and register electronically. Identify a cost center this money will be received. | Rachel |
| **C1-05-A3** | **Engagement** | Determine if this type of outreach is needed annually or more frequently | Develop a web-ex for clinicians to share roles/responsibilities in emergency preparedness (WC) | None | Shawn |
| Executive Leadership Update (annually) | Executive Leadership Update (annually) | Develop Executive Leadership update/webinar (WC) | Shawn |
| Reimbursement parameters for Executive attendance at FS exercise at Camp Ripley | None | None | Rachel |
| **C1-O4** | **Deliver FS Exercise at Camp Ripley**   * **Include crisis standards of care education and application** | Develop full scale exercise at Camp Ripley. Pull together planning team. |  |  | Education specialist |
| **Ebola** | **HCID Exercises** | Develop and deliver 1 HCID Functional Exercise | Develop and deliver 1 HCID Functional Exercise | Establish date for BP2 and reimbursement parameters | Education specialist/Shawn |
| **C1-O4** | **Broader knowledge of exercise development, facilitation and documentation** | Encourage and support TTX in a box concept | Develop Tabletop exercise in a box   * Implement TTX in a box |  | Education specialist/Shawn/All Clear/Don |
| **C3-O6-A1** | **Evacuation/Surge Exercise** | 1 Surge/Evacuation Functional exercise | 1 Surge/Evacuation Functional exercise/Test patient tracking system | Establish date and reimbursement parameters | Education Specialist/Shawn |
| **C4-O2-A1** | **ASPR surge test** | ASPR surge test | Conduct ASPR surge test | Establish date for BP2 ASPR surge test exercise | Education specialist |
| **C2-O1** | **HMAC preparedness and testing** | Conduct 1 HMAC exercise | Conduct 1 HMAC exercise | Establish date for BP2 HMAC exercise | Education specialist |
| **C2-O2-A3** | **Achieve interoperable communications – continue testing** | Communications exercise quarterly | Communications exercise quarterly | Establish reimbursement parameters for BP2 | Education specialist/Shawn |
| **C4-O2-A6** | **Increased burn surge capacity** |  | Participate in burn surge exercise (WC has lower participation due to not having a physical surge facility – however will support the North Dakota partners) |  | MDH/Education specialist |
| **C4-O2-A6** | **Increased burn surge capacity** |  |  | Train North Dakota Burn Surge facilities to prepare for BP1 Supplemental Burn Surge Exercise | Shawn/Amy (NW) |
| **C4-O2-A8** | **Respond to Behavioral Health Needs** | Create an exercise to test the activation process for the behavioral health team. | Work with behavioral health group to develop a regional plan to activate team. | Establish reimbursement parameters. | Shawn |
| **C1-O2-A4** | **Access & Functional Needs capacity increased** | Access and Functional Needs annual education | Access and functional needs annual education | Prepare AFN education for June | Shawn |
| **C1-O2-A5** | **Regulatory compliance support provided** | Evaluate and provide education as needed | Evaluate and provide education as needed |  |  |
| **C1**  **C1-O2-A5**  **C1-O4-A1**  **C3-O6** | **Preparedness Workshop to cover multiple educational topics/ LTC/EMS/Hosp/EM** | Determine the need for future workshops | Emergency Preparedness Workshop  LTC:   * Training on Regulatory Compliance for LTC at workshop (WC) * ICS training * Training/Exercise plan development   EMS:   * Establishing a training program/plan development integration with healthcare/messaging/patient tracking * Command/control on scene – who goes where?   Hospital   * ACS planning * EOC operations * Patient Tracking Rollout   EM   * Coalition resources/interoperability * Post event response – health care/public health response * Emergency Management and Healthcare Preparedness – discussion about requirements and how they intersect and can work together   ALL Tabletop exercise | Set date and budget for workshop | Shawn & Rachel |
| **C1-O4-A1** | **NIMS Competency Maintenance** | Offer NIMS training annually as needed | Offer NIMS training annually as needed   * Provide on-site IMT training/exercise (2 hours) | Conduct an assessment to determine which facilities would be interested and develop tentative schedule | Education specialist/Shawn |
| **C2-O3-A4** | Advanced PIO/JIS Training | Budget for advanced PIO training | Education specialist/Shawn/Rachel |
| **C2-O2** | **Cyber Security Preparedness** | Assess and determine if education is needed | Find a speaker and deliver education on cyber security (web-ex) | Outline the quarter this education will be provided in BP2 | Education specialist |
| **C2-O2** | **Confidentiality During Healthcare Facility Crisis Preparedness** | Assess and determine if education is needed | What does HIPPA mean during a crisis education session? | Outline the quarter this education will be provided in BP2 | Education specialist |
| **C3-O5-A1** | **Public Health Awareness & Preparedness** | LPH Presentation | LPH Presentation, including Closed POD | Outline the quarter this education will be provided in BP2 | Education specialist |
| **C3-O3-A3 & C4-O2-A8** | **Resiliency Development** | Psychological Recovery Training as requested | Psychological Recovery Training |  | Education specialist |
| **C4-O2-A4** | **Pediatric Surge Planning and Preparedness** |  | Promote and Participate in MDH Pediatric Surge training | Incident Command Response operations work group for Pediatric Surge – finalize/record presentation. | Shawn/MDH |
| **C4-O2-A5 & Ebola** | **Decontamination & PPE/Donning/Doffing Competency** | Provide decontamination & PPE donning/doffing training annually | Provide decontamination & PPE donning/doffing training annually | Schedule decontamination training | Education specialist |
| **C3-O2-A1** | **Deliver tools and resources to minimize gaps** | Summarize the results from the assessment and develop and prioritize strategies to close gaps | Assess healthcare facility level continuity of operations plan. Include shelter in place assessment and facility evacuation/re-location plans. Develop survey to gather this information. |  | Don, Shawn & Rachel |
| **C3-O3-A1 & A2** | **Implement on strategy from supply chain integrity assessment based on MDH’s direction** | Assess the healthcare coalition’s supply chain integrity | N/A | N/A | Don & Shawn |
| **C4-O2-A6/A7** | **Burn surge and trauma assessment** | Assist RTAC as needed | Collaborate with RTAC to share this responsibility |  | Don & Shawn |
| **C4-O2** | **MMT – notification is fully automated and reliable** | Test notification processes | Review and test MRC notification and process |  | Shawn/Don |