

**WC MN Healthcare Preparedness Coalition Minutes**

**Thursday, May 3rd, 2018**

**1000-1100**

**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** |  |  |
| **Approval of Minutes** |  |  |
| **Financial Report** | * BP1 Supplement and Ebola budget was submitted to MDH on 4/27/2018 * We do expect some carry over dollars from BP1 – we may need to have the advisory committee members join in a conference call to vote on spending those funds. * Considering working with All Clear to build on the Coalition Response Team project. |  |
| **Sustainability/Executive**  **Engagement** | * Executive engagement session is on June 7th. * Discuss changes from buying to sustainment * Now more of a training grant rather than a buying grant * Review plans for next few years * Shawn encourages all facilities to personally invite the executives. | **All facilities are encouraged to invite their leadership to the coalition face to face meetings. Just let Shawn know so that she can ensure there is enough food for lunch.** |
| **End of Year** | * All facilities have completed their Ebola reimbursement forms – these have been submitted for disbursement to SCH. * Shawn is currently collecting the end of year documentation (to include the In Kind donations). * If there are any questions please contact Shawn to discuss. |  |
| **MDH Meetings** | * Karen Meyer will be representing the coalitions’ advisory committee at the MDH meetings held quarterly in St. Cloud. |  |
| **Partner Updates** | * HSEM: Jeanna   + Next week Ag. Exercise     - Low key event     - Communication test   + Working with Web EOC     - All counties will have the ability to log in       * Will also have accessibility to add staff for all positions (generic)         + Possible need to look at training for partners (T-t-T)   + Counties working on EOP’s * MDH: Karen Moser, PHPC   + 2 open positions     - NW PHPC & Central PHPC * EMS: Lynn * EMS Lynn   + Last meeting canceled   + Narcan Grant in progress     - Let Mark know if you have close dated naloxone       * Can be swapped out for new prior to exp. Date with agency that uses it more often   + Mark and Lynn to meet with Shawn regarding future plans for EMS and coalition * No report from local EM, local PH |  |
| **Controller/Facilitator training** | * For spring exercise |  |
| **Adjourned** |  |  |

Next Meeting: June 7th, 2018 (WEBEX)

Minutes Taken By: Dave Miller

**Attendance:**

| **A/P** | **Name** | **Facility** |
| --- | --- | --- |
| p | Allan St Martin | Prairie Ridge |
| p | Beth Kraft/Mike Johnson | Lake Region Healthcare |
| p | Bev Larson/Brenda Smith | SCMC |
|  | Brady Schribner | Essentia Fargo |
| p | Karen Meyer | Perham Sanford |
|  | Brittany Dahlin | MN Assoc of Community Health Centers |
| p | Dave Miller | Regional Staff |
|  | Don Sheldrew | Regional Staff |
| P | Dona Greiner | Stevens County EM |
|  | Ellen Rasmussen | Sanford Health |
| p | Greg Meyers | Glacial Ridge |
|  | Isaac Triebold | MDH Epidemiologist |
| p | James Harkins/Edward Reif | Douglas County Hospital |
| P | Jeanna Sommers | HSEM – WC Region 4 |
|  | Josh Ebert | Local Public Health – Clay County |
| P | Karen Moser | MDH – PHPC |
| P | Lynn Siegel | Traverse County EM |
|  | Mark McCabe | West Central EMS Region |
| P | Dena Siemiendieswski | St. Francis Healthcare |
|  | Pam Gahr | MDH |
| P | Rachel Mockros | Regional Staff |
|  | Robert Nordstrom | DHS |
| p | Shane Ayres | Sanford Health – Wheaton |
|  | Melissa Dahl | Behavioral Health |
| P | Tom Storer | Knute Nelson |
| P | Terry Middendorf | Galeon |
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