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**Central MN Regional Healthcare Coalition Meeting**

**September 21st, 2018**

**CentraCare Plaza**

**1900 CentraCare Circle, St. Cloud 56303**

**0900 - 1430**

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| **Topic**  **0900-1130 Advisory Committee Mtg.**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **1130-1430**  **General Meeting** | **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.* |
| **0900 Introductions & Welcome** |  |  |
| **Budget Updates &**  **Review BP1S Documentation / Regional Paperwork (Website)** | * Expenditures for July and August were shared. * Reimbursement documents were reviewed. * A demonstration on how to navigate the website was provided. | None |
| **Carryover Funds** | The following ideas were shared:   * **#3 - Inflatable manikins ($2,000)** * Exercise vests * **#1 - Pre-pay contractor to develop full scale exercise at Camp Ripley**   + Charge people to attend this exercise   + Exercise is inclusive of hospitals and LTC   + $9,000 * Professional development * **#2 - 2 radios for HMAC ($5,000)** * COML support for health care facilities * **#4 - LTC evacuation kit ($3,000)**   + Evacuation tags * ICS refresher, PIO, setting up an EOC/Command post * Position specific training on website | Follow up with Shawn regarding putting the position specific trainings on the website. |
| **Business Continuity Project** | * Contracted with Wakefield Brunswick to provide the coalition an eLearning opportunity. This training will be broken up into modules that will be spread out through the year. * Registration is low at the time. * Meeting invites have been sent out to the coalition members. | Coalition members need to register still. |
| **New Member and exercise toolkit updates** | * A draft toolkit was presented. * Topics that were added include: EMS relationship building, clarity around radio communications and finances. * It was recommended to print some binders and put it on the website, so it is available electronically. |  |
| **Sustainment Discussion** | * This budget period, we are required to develop a sustainability plan that addresses, reduced or eliminated funding from HPP. * Opportunity for future funding include exploring other grant opportunities. * What are the essential functions of the coalition?   + Response coordination – HMAC (staff, stuff and space)   + Educational opportunities (beginner, intermediate and advanced levels)   + Exercise opportunities (tabletop, functional and full scale)   + There was discussion about the cache being a critical function or not? Use the PPE calculators to determine amount per facility. If this is a critical function, then further discussion on how to sustain it is needed.   + It was suggested to not tie membership financial participation to trauma designation. Tiered model was preferred and based on facility interest and ability. | Don will pull together a small workgroup to review the membership model; Mike, Rod, Kate, Lois, Marion, CCH rep, LTC. |
| **MNTrac Updates / Education needed?** | Several facilities are getting new healthcare representatives and will need additional education – please let Don know.  LTC will be starting monthly bed counts soon |  |
| **MDH Meeting Updates**  **(Rachel and Don)** | Don reported on the quarterly MDH meeting with an emphasis on coalition maturation and sustainment. Information to follow on aggerated statewide information. |  |
| **Education & Exercise Update**  **Review MYTEP**  **Anniston HCL Mandatory Course**  **(Don)** | * Reviewed the completed MYTEP. * It was suggested to re-consider removing closed POD training as it may not be needed annually. * LTC exercise is Thursday, September 27, registration for this exercise is required. |  |
| **Coalition Conference Attendance New Orleans – Update** | * Attendees that are going to the Coalition Conference in New Orleans is; Don Sheldrew, David Miller, Cari Wilder and Paul Nystrom (with MMT). |  |
| **Patient Tracking Discussion – Coalition Role** | * The patient tracking module will be opened to the entire state of MN effective July 1, 2019. Each coalition will have to pay a portion of the contract. |  |
| **AFN Update**  **Don** | Don will be having a meeting with CentraCare as they also want to partner on this and will report back outcome if the coalition proceeds independently or partners. |  |
| **Website update**  **Registration Usage** | Don Shared that most forms, documents, exercise materials and COOP eLab information are all on the website for easy access.  Additionally, the calendar is updated, and some events may require registration which can be accessed by clicking on the event. If registration is needed there will be a register button. |  |
| **Other** | * Eileen Maus from CCH Melrose is retiring. * CMS has a proposed new rule change regarding Regulatory updates * LTC Workshop needs to get together and decide on workshop * Coalition needs to develop a plan to further engage the community with crisis standards of care. |  |
| **11:45 -12:15**  **Lunch** |  |  |
| **12:15 -13:15**  **Introductions**  **Advisory Committee Report-out**  **Controller Evaluator Education** | No advisory report out as no new members presented. LTC was out at a Leading Age conference and several outside the advisory group call in as ill.  Dave Presented Oct 30 HCID Exercise materials |  |
| **13:15 – 13:30**  **Break** |  |  |
| **13:30 – 14:00**  **Coalition Maturation** | Don presented MDH Aggregate information for the state coalitions |  |
| **14:00 - 1420**  **Partner Updates** | EMS – None  LPH – Kate will be out on maternity and Sally Sands will represent LPH.  EM - Non  LTC - None  HSEM - None  MDH – PHPC  EPI - None  MMT – Exercise on April 15th, 16th 2019 with Mille Lacs Health System, MNMMT will have a poster presentation in November at the National HPP Conference  Radio - None  Tribal - None  Other |  |
| **14:20-14:30** | **Wrap up and Adjournment** |  |