

Regional Hospital Planning Group
Trauma Service Area – D
July 13, 2006 Meeting Minutes

Present:

Sherry Clements	Eastland Memorial Hospital
Roger Dickey	HMC
Linda Mize	Mitchell County Hospital
Lee Ann Frazier	Stonewall County Hospital
Lavona Brown	Fisher Co. Hospital
Mike Rollins	BCRAC
Neil White	BCRAC
Linda Jones	Rolling Plains Memorial Hospital
Randy King	Throckmorton Memorial Hospital
Bill Deitenbeck	ARMC
Patsy Criswell	Stamford Memorial Hospital
Vinny Johnston	Abilene Psychiatric Hospital
Stephen Kuehler	Knox County Hospital
Deanna Martin	Comanche County Medical Center
Shannon Steigleger	Comanche County Medical Center
Lexie Feist	Brownwood Regional Medical Center

1. The meeting was called to order at 10:15 AM.
2. The minutes from April 20, May 11 and June 8 were approved without changes.
3. Comanche County Hospital District introduced their new CNO, Shannon Steigleger, as a guest of the HPG.
4. The FY 4 critical benchmarks were reviewed as well as the spreadsheet itemizing each hospital's preparedness status. It was determined that PPE / decontamination equipment and training, behavioral health training, and a regional exercise were weaknesses in benchmark completion. Surveillance equipment was also stressed but the HPG elected to place the purchase of surveillance equipment in the FY 05 budget which would allow time for members to research surveillance systems and contact the TDSHS on their preference and interface requirements. Members voted to allocate monies as follows:
 - a. \$15,000 for region wide PPE and decontamination training and equipment
 - b. \$15,000 for drill exercise
 - c. Remaining funds would be evenly divided between facilities and allocated appropriate to their approved purchases.
 - d. The state has prohibited the use of funds for the purchase of buildings, construction or security doors.

Because the window is very narrow for encumbering FY 4 funds, members elected to post the deadline for submission of invoices for purchases at 5 PM August 3, 2006.

Hospitals that have not submitted P.O's by that time will be considered non-participating facilities and will forfeit funds from this fiscal year. Linda Mize made the motion for this rule and Lexie Feist seconded it. The motion carried unanimously.

5. Roger Dickey gave another demonstration of WebEOC in anticipation of another regional exercise. Windows reviewed were:
 - a. Log In
 - b. Significant Events
 - c. Mission / Task
 - d. Edit Button

The HC aspect of WebEOC is still being developed and will be able to track blood bank and pharmaceutical inventories. Even though an exercise using WebEOC will be planned for the near future, members requested more hands on training. Roger will attempt to schedule an afternoon of training at the Hendrick training library the day of the HPG meeting in August.

6. EMsystem was discussed. Members were urged to establish the EMsystem in a staffed area of their hospitals and have it configured to alert appropriate people of any diversions or other regional issues. Neil White can assist facilities in setting up the system if requested.
7. There being no other business the meeting was adjourned at 12 noon.