

Regional Hospital Planning Group  
Trauma Service Area D  
August 17, 2006 Meeting Minutes

Page 1 of 3

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Present:	Clint Taylor	Hendrick Medical Center
	Bill Nemir	Haskell Hospital
	Tracy Emmons	Eastland Memorial Hospital
	Bill Deitenbeck	Abilene Regional Medical Center
	Roger Dickey	Hendrick Medical Center
	Sheila Kuehler	Knox County Hospital
	Lulu Boyd	Mitchell County Hospital
	Mike Rollins	BCRAC
	Ellen Weaver	Stephens Memorial Hospital
	Linda Jones	Rolling Plains Memorial Hospital
	Shanon Steigleger	Comanche County Medical Center
	Patsy Criswell	Stamford Memorial Hospital
	LaVona Brown	Fisher County Hospital
	Lexie Feist	Brownwood Regional Hospital
	Wanda McIlvain	Coleman County Medical Center

1. The meeting was called to order at 10:07 A.M.
2. The minutes were reviewed and approved with the correction to spelling of LeeAnn Frasier's last name.
3. Roger Dickey introduced Clint Taylor, Retired Lt. Col. of U.S Airforce. Graduate of TCU. Mr. Taylor will eventually be taking a larger roll in the HPG and RAC.
4. Year 4 Funding

Roger Dickey discussed: Abilene Psychiatric missed deadline by 12 to 18 hours for submitting requests for equipment. Roger stated we could go ahead and approve their funding this time only with clear understanding that future deadlines must be met. Motion was made by Bill\_Nemir to approve the Abilene Psychiatric purchase requests. Linda Mize seconded. All approved.

Mike Rollins – Wrote the last check for Year 3 funding.

Mike Rollins - Year 4 – Most have received envelope with check copies for PPE equipment. Each hospital has a minimum of 8 PAPRs. Mike will receive the bill from Grainger. Members are to notify Mike when items come in. Items will not be paid for until they are received. Reeves will build decontamination tents. These tents are not expected to be in for approximately 10 weeks.

Roger Dickey – Entities will be inventoried on PPE items received. Hospitals should uncrate the PPE equipment and practice with it. Staff should train with equipment and training should be documented. Store it in safe place where you can get to it in a moment's notice. Make sure others know where it is.

Bill\_Nemir asked about training for PPE. Mike Rollins stated PAPRs are standardized by 3M – 3M should come out and provide training. Once those plans are made, members will be notified.

Roger Dickey – If you have SCBA equipment and don't know how to use it, you can call the trainer at Hendricks. Roger reminded the members that having equipment and not knowing how to use it is an OSHA violation.

Mike Rollins discussed:

EMsystems software: A module is available for about \$6000 that is registration software for volunteers.

Isolation units: There is a discrepancy in the number the region is supposed to have. Roger stated Hendrick had capacity for 18. Mike's information showed 8. Mike will get with Roger individually to clear up the discrepancy.

Region-wide exercise with state. The last State exercise cost \$6 million. We have \$25 to \$50 thousand budgeted for an exercise so we may have to do table top version. The exercise must be done by December of 2006 to meet the benchmark.

Sales Tax & Shipping: These items were not budgeted for in FY 4 but will be budgeted in FY 5.

Purchase Orders: If you don't have a PO cut for Year 4 equipment – your facility may be responsible for paying for it. All purchase orders must be in 8-31-06. Mike will need the invoice in order to make payment, but the invoice does not have to be in by 8-31.

FY 4 funds: \$45,000 still not in from the state. Mike will not allocate funds until the money comes in.

5. Year 5 Funding – Benchmarks and discussion. (Mike Rollins)

Roger Dickey - Look at benchmark in document emailed to HPG. Funding will decrease significantly. There is a significant loss of administrative funds. (Ref Document [TSA-D Funding])

Roger Dickey – Start thinking about what you need to do to meet minimal benchmarks for Year 5. Additional PPE will not be approved but replacements will be. Pandemic Flu/Isolation is the most critical for FY 5.

Roger Dickey - Sept 23, 2006, Hendrick to receive Chem-Pak. Chem-Pack loaded with Atropine, and ready-to-use injectables for exposures. The Chem-Paks are not for pandemic type events. Pandemic medications are to come from the state.

6. Web EOC Training at 1:00 PM today. Room 2201

Purpose is to practice while IT person is there and:

- a. To see boards
- b. Learn how to enter and receive data
- c. Learn how to use chat room/communicate

Roger Dickey - Dyess Airforce personnel will join the training practice. The base has approximately 4000 people and the medical personnel are depending on Abilene to provide mass medical care. Military families are more at risk of exposure. Dyess also wants to participate with the HPG planning efforts incase of possible disaster or pandemic occurrence. Roger supports that participation.

7. DSHS has created their own WebEOC board. This is supposed to be a helpful tool in the event of something like Katrina. The Board has not yet been demonstrated.

8. RedBat Syndromic Surveillance System Demo (September 14, 2006 10:00 am)

This system is for Surveillance of what comes in hospital. The software is symptom related rather than diagnosis related. The software alerts staff to clusters of patients presenting with similar symptoms and sets up alerts for staff. The committee co-chairs suggest the consideration of expending FY 05 funds on some type of surveillance software. RedBat is used nationwide and can be linked to regulatory agencies. Because data must be entered, many facilities may have to have additional FTEs to input data. Estimated cost would be \$6,000 with an additional \$1,500 for the health dept. add-on. The committee will also be looking at Syrus system at a later date. Whatever software is chosen, TSA-D and local health departments will have to be on the same system. Dyess is requesting that HMC have some system to assist them in monitoring their personnel.

9. Other Business

Roger Dickey stated Joint Commission will be at Hendrick. Some of their HRSA funds were used to purchase partitions for privacy during decontamination. Patient privacy is very important to JCHAO.

Mike Rollins asked about DSHS Web EOC training on their board. Roger Dickey stated training will be on Aug 28, 2006, at 10:00 AM in Computer Library.

10. The meeting was adjourned at 11:00 A.M. by Roger Dickey.