

Region 8 Healthcare Emergency Preparedness Network
Regional Planning Board • March 16, 2006 • 3:00 p.m. EST
 Holiday Inn, Marquette, Michigan

Present: Cindy Thome (Chair), Gary Wadaga, Alyson Sundberg, Gary Koskiniemi, Bill Fyvie, Katy Driscoll, John Cox, Bob Powell, Bonnie Cotter, Cindy Gurchinoff, Teresa Howell, Teresa Schwalbach, Mary Beth Hodges, Cathy Flores, Pat Hirt, Shelli Arnold, Cal Burdick, Becky Wilder, Tim McKee, Nancy Gage, Tim Kangas

Call to order: Cindy Thome, RPB Chair, called the meeting to order at 2:51 p.m. at the Holiday Inn, Marquette General, Marquette, MI.

Agenda Item	Discussion	Action	Responsible Party
Approval of Previous Meeting Minutes	The meeting minutes of January 12, 2006 were reviewed with no proposed changes.	Motion to approve minutes of 1/12/06. Motion: Driscoll Second: Powell Motion Passed.	None
Approval of Agenda for 1/12/06	The agenda of March 16, 2006 was accepted as presented.	Motion to approve agenda of 3/16/06. Motion: Cox Second: Powell Motion Passed	None
III. Action items: a) Antivirals – Dr. Gephart	\$13,100 is available for ensuring an adequate supply of antivirals to treat the staff of our hospitals and their families. 25 doses will be available for each region with 50 doses for the Central and East regions. 5 doses for pediatrics in South and West regions.	No Motion required. Motion: Second: No Motion	None
b) Patient Moving Equipment	\$26,000 was approved for the purchase of patient moving devices such as two wheeled stretchers that can convert into a cot. This is for evacuation of patients and setting up temporary patient care areas. It was noted that there are 50 cots in our ACC site packs. Baraga has a stair chair and would like another one. \$1,500 will be allocated for each hospital to purchase what they feel they need to evacuate patients. PVC stretchers were a popular item. Alyson will send a list of choices to members describing the choices we can choose from. We can then choose from the list and get what we need.	No Motion required. Motion: Second: No Motion	Alyson Sundberg will provide list of choices for members.
c) Training	National Disaster Life Support (NDLS) Course is currently being held at the University of Georgia. The Train the Trainer course is being offered with Region 7 and others. The first part is for the Basic Disaster Life Support (BDLS) course. The last part is for the Advanced Life Support (ADLS) course, which is for physicians, ER nurses and ALS. The last 7 hours is the trainer course. We are planning to combine our efforts with Region 7. We need to hire a TNCC Site Faculty Instructor for the	Motion for \$10,350: Motion: Fyvie Second: Heart Motion Passed .	None

	course in Newberry. We have approved \$10,350 for the cost of bringing in the State Faculty Instructor. We are hoping for a class size of 20 students with some of them attending the Train the Trainer part.		
d) Regional Operations Plan Approval	The plan was circulated for any last minute changes since January. Changes were made. Send any further changes to Alyson. The most current edition is on the website: reg8.org. The Regional Operations Plan with changes was approved.	Motion for Approval of Plan: Motion: Driscoll Second: Koskiniemi Motion Passed.	The Regional Operations plan is on the reg8.org website.
e) Generators	The generators for the Decon tents have been ordered. Lawn mower type batteries are needed for the generators but are not included in the purchase. That will be the hospital's responsibility.	No Motion required. Motion: Second: No Motion	None
f) Regional EMS Exercise Funding:	\$13,000 approved for the EMS regional exercise. It was described in detail at last night's EMS Advisory Group meeting. The initial stage involves each agency doing a paper-exercise within their group, and forwarding any comments to the Committee for inclusion in the regional tabletop.	Motion for \$13,000 Motion: Wilder Second: Koskiniemi Motion Passed	None
g) Divisional Exercise Funding	\$20,000 (\$5,000 per Division) was approved for the Spring Divisional Exercises. Central, Eastern, and Southern have identified their exercise scenarios and dates. Western will provide this information ASAP.	Motion for \$20,000. Motion: Thome Second: Cox Motion Passed	None
h) Munising Memorial Hospital request for Divisional Exercise	\$1,996 was requested by Munising Memorial Hospital for expenses for the May divisional Exercise. Request was approved. Group reminded to put exercise in portal and to be sure it addresses concerns in HVA. Close out exercise with an AAR (after action report).	Motion for \$1,996. Motion: Thome Second: Fyvie Motion Passed	None
i) Infectious Disease Symposium	\$5,000 approved for travel reimbursement for the I.D. Symposium at the Kewadin Casino in the Soo is on March 24, 2006. The money was moved from the Isolation Capacity funding.	Motion for \$5,000. Motion: Driscoll Second: Powell Motion Passed	None
j) CISM Training	\$8,700 was approved for CISM training in the South Division. A Trainer will be brought in for about 50-75 people. This will close out CISM funding.	Motion for \$8,700. Motion: Thome Second: Powell Motion Passed	None
k) Simulation Manikin	\$12,000 approved for Simulation Manikin.	Motion for \$12,000 Motion: Koskiniemi Second: Driscoll Motion Passed	None
l) ADLS training in Region 7	\$5,000 approved to help region 7 set up training for ADLS.	Motion for \$5,000. Motion: Thome Second: Cox Motion Passed	None

m) Salamander – Patient Tracking	\$60,000 was approved for placing the Salamander Patient Tracking system in each of our four divisions. Training is also included.	Motion for \$60,000 Motion: Hodges Second: Fyvie Motion Passed	None
n) Houghton/Keweenaw area EMS request	\$19,000 approved for five EMS agencies in the Houghton/Keweenaw area to stage a cache of patient moving and PPE equipment strategically in their areas. This is to address mutual aid within their own area and is a cooperative effort between Mercy EMS, Bootjack MFR, Otter Lake MFR, Adams Township MFR, and Chassell Township MFR.	Motion for \$19,000 Motion: Hodges Second: Fyvie Motion Passed	None
o) Surgical masks for NEHC and ACC's	\$35,000 approved for 500,000 surgical masks. Masks to be distributed according to population. U.P. has a population of 330,000.	Motion for \$35,000 Motion: Hodges Second: Heart Motion Passed	Facilities must be prepared to store their allocated supply of masks.
p) Stat Paq's PPE kits	\$12,800 approved for the purchase of 2 cases per hospital of Statpaq's. These are kits that contain a protective gown, 2 sizes of nitrile gloves, shoe covers, N-95 mask and protective eyewear. These can be used in the Emergency Departments.	Motion for \$12,800 Motion: Fyvie Second: Thome Motion Passed	None
q) 5W Handheld UHF radios	\$2,940 approved for Keweenaw Memorial Medical Center to purchase 12 five watt UHF radios for their ACC site or Command Center or Decon Tent. The radios have a scrambling capability and can also be built into an IT network.	Motion for \$2,940 Motion: Fyvie Second: Driscoll Motion Passed	None
r) Long back boards	\$1500 approved for Gogebic/Ontonagon MCA to purchase 15 long back boards.	Motion for \$1,500 Motion: Thome Second: Fyvie Motion Passed	None
s) N-95 masks	\$7,500 approved for N-95 masks. 60 cases to be purchased. Funds to come from EMS funds.	Motion for \$7,500 Motion: Thome Second: Fyvie Motion Passed	None
t) EMSsystems	\$12,600 approved for EMSsystems	Motion for \$12,600 Motion: Cox Second: Koskiniemi Motion Passed	None
u) EMS Communication and Recruitment	Approved the use of 50% of remaining available EMS funds for communication and recruitment for EMS.	Motion to use 50% of available EMS funding Motion: Koskiniemi Second: Wilder Motion Passed	None
IV. Fiduciary Report	Today is the last day for determining where the majority of our funding is going to be spent. Alyson will be sending out this information tomorrow. Our current fiscal year	No Motion required.	None

	ends on August 31, 2006.		
V. Exercise Planning	ACC's are to be utilized during the divisional exercises. Pharmaceutical caches are to be requested during the exercises.	No Motion required.	None
VI. NIMS	IS-100 IS-200, IS-700 and IS-800 courses were discussed and criteria was handed out for which personnel are to take which courses. We need to have our NIMS training completed by August 31, 2006. By doing this we justify receiving the \$10,000 we received in the past for NIMS.	No Motion required.	Send the number of NIMS completed to Alyson on a monthly basis.
VII. Pharmaceutical Management	Representatives from Guaranteed Rx gave us a presentation on their company and how they can help us return medications to pharmaceutical companies.	No Motion required.	None
VIII. U.P. wide Regional EMS drill	Tabletop Exercise for the Regional EMS exercise will be held on May 16 th from 8 am to 10 am via video conferencing. Regional U.P. wide EMS exercise to be held on June 13, 2006. The AAR will be held on June 20, 2006 and will be attended by video-conferencing. It will revolve around Pandemic flu.	No Motion required.	None
Next meeting	The next meeting will be on May 18, 2006, location TBA.	All present agreed upon the date selected for the next meeting.	Minutes are posted on the www.reg8.org website

With no further business, the meeting was adjourned at 5:24 p.m.

Respectfully Submitted,

Gary M. Koskiniemi

Gary M. Koskiniemi
 Planning Board Secretary
 Director of Nursing Services
 Munising Memorial Hospital