

**OSF SAINT FRANCIS MEDICAL CENTER
DISASTER PREPAREDNESS**

**REGION 2 HEALTHCARE COALITION MEETING
December 4, 2015**

I. CALL TO ORDER

The Region 2 Healthcare Coalition (R2HC) meeting was called to order by Troy Erbentraut, Disaster Preparedness Manager at 10:03 a.m.

II. ATTENDANCE

MEMBERS PRESENT

Fish, Nicholas	Illinois Valley Community Hospital
McGraw, Rob	OSF Saint Elizabeth Medical Center
Balk, Josh	OSF Saint Francis Medical Center
Cooper, Alan	Galesburg Cottage Hospital
Bitner, Jason	OSF Saint Luke Medical Center
Brandt, Linda	OSF Saint Paul Medical Center
Clinton, Lisa	St. Mary's Hospital - Streator
DelMastro, Kevin	OSF Saint Francis Medical Center
Epping, Mike	IDPH
Erbentraut, Troy	OSF Saint Francis Medical Center
Ferguson, Dylan	McLean County EMS
Florea, Michelle	Graham Hospital
Larsen, Andy	OSF Saint James Hospital
Kennon, Shana	OSF Holy Family Medical Center
Ballard, Maggi	UnityPoint Health Proctor
Loeffelholz, Al	Genesis Medical Center - Aledo
Marks, Jason	Peoria City/County Health Department
Matson, Julie	Peoria Area EMS
Neumann, Lisa	St Margaret's Hospital
Mull, Trent	UnityPoint Health Trinity
Napier, Cindy	OSF Saint Mary Medical Center
Rigenberg, Matt	IDPH
Salamon, Tim	OSF Saint Joseph Medical Center
Tippett, Dale	Peoria Area EMS
Stecher, Tom	UnityPoint Health Methodist
Caho, Darrell	Hopedale Medical Complex
Thomas, Beth	Pekin Hospital
Wood, Deb	Perry Memorial Hospital

MEMBERS ABSENT

Advocate BroMenn Medical Center
Advocate Eureka Hospital
Dr. John Warner Hospital
Graham Hospital
Hammond Henry Hospital
McDonough District Hospital

III. APPROVAL OF MEETING MINUTES

A. Meeting minutes approved as written.

IV. UPDATE FROM STATE WIDE RHCC MEETING

1. The last meeting was canceled.
2. The grant reimbursements have been submitted.
3. The state is creating a concept of operations and when Troy receives a draft copy he will send via email.
4. Every hospital should have received their grant document. The document covers HPP and PHEP funding.
5. There is a requirement that the region does a full scale exercise. Any ideas are needed on how to get the exercise together so that all 18 counties can participate.
6. Matt Rigenberg informed everyone that the state has a PHEP state wide full exercise scheduled for June 2016 if anyone is interested in attending.
7. There are seven objectives that need met for the grant agreements.
8. Everyone agreed to continue using Dan Lee as the vendor. Troy will contact him so that he can start preparing a regional full scale exercise for the region.

B. GRANT UPDATES

1. Troy has documents to forward to everyone, but he's holding off on that until he receives the executed grant.

V. COALITION WORK PLAN

A. ESSENTIAL SERVICES

1. Lisa Neumann developed a survey for everyone to input the department and their facility information for essential services to see how everyone rates. Cindy Napier volunteered to help with this committee.
2. The continuity operations plan will be sent out and put into Region 2 plan.
3. Participation and volunteers are needed

B. COMMUNICATIONS

1. The TIC-P has been created and put into the Region 2 Disaster Plan.

C. EVACUATION

1. The plan is done and has been submitted. The next level is to put it into a Region 2 plan, and talk about who's going to be involved in communication chain.

D. PLANNING AT-RISK

1. The committee met, they're still working on which direction to go and would like some feedback on what should go in the plan so that a template can be created.
2. There was five hospitals chosen and those facilities were sent the At-Risk functional exercise.

E. REGION 2 DISASTER PLAN

1. The plan has been written and approved. Suggestions on how to send the document so that it can get to the person responsible to sign.
 - a. **Signatures**
 - There are still signature pages that have not yet been sent in.

VI. REGIONAL INFORMATION

1. Suggestions are needed on how to present the regional HVA.
2. There needs to be consistency on the annual data being entered.
3. Bed reporting information as follows Mendota Hospital, Advocate Eureka Medical Center, OSF Saint Elizabeth, OSF Saint Luke and Unity Point were the only hospitals over 90%.

A. STARCOM INFO/DRILLS

1. The next drill is scheduled for January 5, 2016 9:00 am.
2. Kevin's main concern is to make sure the radios are working properly so please respond back to him.

B. EVACUATION EQUIPMENT/NEEDS

1. The equipment is still stored at the disaster warehouse. These four hospitals volunteered to store equipment at their facility Genesis, Galesburg Cottage, OSF Saint Joseph and OSF Saint James. The equipment that is being held are med sleds.
2. The PPE equipment bought with the Ebola funds will be divided amongst the 287 agencies. The agencies are divided as follows: UnityPoint Proctor 7, OSF Saint James 26, OSF Saint Elizabeth 11, Illinois Valley Community Hospital 9, Genesis, Silvis 16, St. Mary, Streator 13, Galesburg Cottage 23, OSF Saint Mary, Galesburg 9, McLean County 48, McDonough District 11, PAEMS 67, and UnityPoint Trinity 37.

C. WEBSITE/TOOLS/INFORMATION

1. Josh gave a presentation on how to locate and navigate different areas on the new Disaster Preparedness website. Information as follows please enter everything exactly how it appears:
Email address- <https://www.osfhealthcare.org/saint-francis/services/emergency/osf-disaster-preparedness/>
Login: RHCC
Password: R2RHCC!

VII. AROUND THE REGION-INFORMATION TO SHARE

- A. Andy Larsen is the new Manager EMS and Emergency Management for OSF Saint James Hospital.
- B. Robert McGraw is the new Manager EMS and Emergency Management for OSF Saint Elizabeth Medical Center.
- C. St. Mary's Hospital in Streator has closed and Lisa Clinton will be leaving the department and will be working for the stress lab.
- D. Julie Matson is setting up the chief complaints to be added for the disaster victims.

VIII. OLD BUSINESS

1. The CAT Big yellow drill that was held back in September did qualify as a regional drill.
2. Troy suggested that the region should drill more.

IX. NEW BUSINESS

1. There may be some carry over funds and Troy needs a plan on what to purchase with the money. He requested around \$18,000 to send at least 3 or 4 people to a training in New York. Once he finds out if that funding was approved he will select those individuals to attend.

Meeting adjourned at 11:51 a.m. by Troy Erbentraut, Disaster Preparedness Manager.

The next meeting is scheduled for February 5, 2015 10 a.m. at the Disaster Preparedness Office.

Respectfully Submitted by:
Niki Lloyd
OSF Disaster Preparedness Secretary