

**OSF SAINT FRANCIS MEDICAL CENTER  
DISASTER PREPAREDNESS**

**REGION 2 HEALTHCARE COALITION MEETING  
October 7, 2016**

**I. CALL TO ORDER**

The Region 2 Healthcare Coalition (R2HC) meeting was called to order by Troy Erbentraut, Disaster Preparedness Manager at 10:01 a.m.

**II. ATTENDANCE**

**MEMBERS PRESENT**

Arnold, Rick	Grainger
Atchley, Nuiel	Graham Hospital
Balk, Josh	OSF Saint Francis Medical Center
Barth, Joni	Pekin Hospital
Blocker, Kandyce	Peoria City/County Health Department
Brandt, Linda	OSF Saint Paul Medical Center
Clarkson, Jeff	Advocate BroMenn Medical Center
Clinton, Lisa	St Margaret's Hospital
Cooper, Alan	Galesburg Cottage Hospital
Cunningham, Chris	McDonough District Hospital
DelMastro, Kevin	OSF Saint Francis Medical Center
Epping, Mike	IDPH
Erbentraut, Troy	OSF Saint Francis Medical Center
Ferguson, Dylan	McLean County EMS
Fish, Nicholas	Illinois Valley Community Hospital
Hartley, Mike	University of Iowa Hospital and Clinics
Heitman, Barb	Advocate Eureka Hospital
Johnson-Wilcox, Tonya	OSF Saint James Hospital
Loeffelholz, Al	Genesis Medical Center - Aledo
Marks, Jason	Peoria City/County Health Department
Matson, Julie	Peoria Area EMS
Mull, Trent	UnityPoint Health Trinity
Napier, Cindy	OSF Saint Mary Medical Center
Rigenberg, Matt	IDPH
Salamon, Tim	OSF Saint Joseph Medical Center
Sorenson, Amy	Perry Memorial Hospital
Stokes, Melissa	UnityPoint Health Proctor
Thomas, Jason	Peoria City/County Health Department
Tippett, Dale	Peoria Area EMS
Webster, Chris	Genesis Illini Medical Center
Wood, Deb	Perry Memorial Hospital

**MEMBERS ABSENT**

Dr. John Warner Hospital  
Hammond Henry Hospital  
OSF Saint Elizabeth Medical Center  
UnityPoint Health Methodist

**III. APPROVAL OF MEETING MINUTES**

- A. Meeting minutes approved as written.

**IV. UPDATE FROM STATE WIDE RHCC MEETING**

**A. QUARTERLY REPORTS/ "DUE DATES"**

1. Provided information by IDPH for the budget period 5 submission dates.
2. The new reimbursement form, will be sent out this afternoon by Troy.
3. The quarterly report for participating hospitals is due January 31, 2017.
4. The last report is due July 31, 2017, and the reports will need submitted no later than 30 days after each quarter. The grant must be in compliance with grant deliverables and the due dates prior to receiving reimbursement.
5. If the budget revision is requested, the work plan must also be made in CEMP and have the approval from the REMSC prior to the submission of the document revision to the department.

**B. HPP GRANTS**

1. Egrams will send an email if grants have been approved. You will need to print off at least four copies. The grant will need signed by the director of IDPH.
2. The regional CPG will need completed by February 16, 2017. During the next meeting in February the regional CPG will be discussed. Matt will go over each hospitals CPG. Troy has agreed to complete the regional CPG and HVA for the region.
3. The due date for your HVA is March 15, 2017.
4. The applications are being emailed to inform you that the HPP are ready. Communication pathway, if you have any questions about the HPP program you will need to contact Troy, Mike, or Mark.
5. There was a letter from IDPH about the antibiotics, antiviral and MCM program. This list was given out during the meeting. If you need an updated authorization letter contact Carla Little.

**C. CARRY-OVER FUNDS-PROJECTS**

1. Nothing has been submitted, ideas are still needed. If you come up with an idea send it via email in some kind of form to Troy.

**D. EMSC/DECON UPDATE**

1. OSHA best practice standards are being used.
2. When decontaminating children the water should be 98-110 Fahrenheit. Your policy and procedure programs will need to say this. If you would like references Troy has that list.

**V. COALITION WORK PLAN**

**A. HEALTHCARE SYSTEM PREPAREDNESS**

1. Committee: Deb Wood, Melissa Stokes, Kevin DelMastro and Chris Cunningham.
2. Discussed coalition medical disaster plan and some activity is required to be done, the first quarter has passed.
3. Review and update regional plan by including the burnt plan, peds/neonatal plan and education local public EMS.
4. Went over details of their responsibilities.
5. Kevin sent out email for hospital contact list updates.
6. Create a document to identify gaps.

**B. HEALTHCARE SYSTEM RECOVERY**

1. Committee: Julie Matson, Al Loeffelholz, Troy Erbentraut, Tom Stecher and Tobey Beagle.
2. Committee members will meet on October 25, 2016 to discuss the plan.

**C. EMERGENCY OPERATIONS COORDINATION**

1. Committee: Linda Brandt, Nuiel Atchley, Cindy Napier, Lisa Clinton, Josh Balk and Jeff Clarkson.
2. The TCP will need updated. The RFR is done and need reviewed.
3. Create a plan or policy to add to disaster plans.
4. The committee met today and went over some changes.

**D. FATALITY MANAGEMENT**

1. Committee: Deb Wood, Jason Marks, Kevin Delmastro and Linda Brandt.
2. A survey was sent out and will need to be sent back to Kevin.
3. Information is being gathered for the regional equipment.
4. The ARC patient connection survey would like to know which hospitals has contracts with them. They will try and contact ARC to attend the next meeting.

**E. INFORMATION SHARING**

1. Committee: Tobey Beagle, Matt Rigenberg, Nick Fish, Barb Heitman and Josh Balk
2. There will need to be a document written on how and why its use.

**F. MEDICAL SURGE**

1. Committee: Tim Salamon, Tom Stecher, Richie Springer Trent Mull, Kevin Delmastro, Melissa Stokes, Chris Webster and Dylan Ferguson.
2. Each hospital will need to have a regional evacuation plan.
3. The plans will need to be updated, accurate and with other items included.
4. If any EMS coordinators would like to join this committee let Kevin know.

**G. RESPONDER SAFETY AND HEALTH**

1. Chris Cunningham, Trent Mull, Tim Salamon, Josh Balk and Jeff Clarkson.
2. A plan will need developed and the chempacks will need to be broadcast.
3. Troy would like everyone to have the same plan and for them to review their PPE cash.
4. The region has a total of four chempacks.

**H. VOLUNTEER MANAGEMENT**

1. Bethany Albrecht, Linda Brandt and Josh Balk
2. Meeting scheduled for October 14, 2016.
3. The website has been updated with the group information.
4. Take minutes and document when you meet. When minutes are completed add them to the website. This will help track the progress of the committees.
5. Look into creating a COOP plan between the regional MRC and health and medical response plans. You will need to see where the volunteers will fit.
6. Work on the Illinois Helps and identify the training. You will need to contact Dawn Davis.

**VI. REGIONAL INFORMATION**

**A. STARCOM INFORMATION/DRILLS**

1. The next meeting is scheduled for November 1, 2016 9am. Reminder an email will be sent a week before.
2. REGIONAL EXERCISE 2017
  - a. Everyone agreed to have the next TEDCON conference on August 24-25, 2017.
  - b. Troy will move this discussion to the work group and will send the information he has to the committee.

**B. CONTACT INFORMATION IN CEMP**

1. Some of the updated information has been done. If your hospitals information isn't current please update.

**C. UPDATE INFO FOR IHA**

1. Troy will send out a document from the Illinois Hospital Association, you can make necessary changes and then approve it. There will be a deadline to have this information in. If he doesn't get any feedback about changes he will assume everything is correct.

**D. CMS RULES AND IMPACT TO MEDICAL CENTERS**

1. There was a handout given during the meeting with this information. If you would like an electronic copy contact Troy.
2. These rules will go into effect November of 2017.

**VII. AROUND THE REGION-INFORMATION TO SHARE**

- A.** Decon training at OSF Saint Mary's Medical Center on October 20, 2016. Looking into making it a community wide drill.
- B.** Al introduced his guest Mike Hartley the Emergency Preparedness Manger from University of Iowa Hospital and Clinics.
- C.** Woodford County has a mass casualty drilled scheduled tomorrow October 8, 2016.
- D.** Changes to the chempack and updating the matrix. OSF Saint Paul will be assigned to Kishwaukee Hospital in DeKalb, IL because it closer to them than Bloomington. Once Mike finalizes this information he will send out a copy.

**VIII. OLD BUSINESS**

- A.** None

**IX. NEW BUSINESS**

- A.** The Regional 2016 TEDCON conference survey feedback was great. Currently planning 2017 conference. If interested in being on the committee contact Troy. Your input on some great speakers are needed.
- B.** Illinois Department of Public Health will be added to the next meeting agenda.
- C.** Troy suggested renting out another facility. He would like to get more EMS, Fire and Police to attend the meetings. The Coalition agreed to continue using Disaster Preparedness office.
- D.** Troy will look into contacting Bob Fleming to see his availability to attend the R2HC meetings.

**X. ADJOURNMENT**

Meeting adjourned at 11:55 a.m. by Troy Erbentraut, Disaster Preparedness Manager.

The next meeting is scheduled for December 2, 2016 10 a.m. at the Disaster Preparedness Office.

Respectfully Submitted by:  
Niki Lloyd  
OSF Disaster Preparedness Secretary