



HEART Coalition Meeting Minutes
September 22, 2022, 12:00 PM CT Hybrid

Subject	Discussion	Follow Up
Call to Order, Janarae Conway	Janarae Conway, Coalition Vice-Chair, welcomed all to the meeting. She asked those all in-person and as many online who had ReadyOp Forms on their devices to sign in using ReadyOp. Those who have a ReadyOp account please use your account. Those who do not, please use the HEART account by clicking the Silo and Key phrase under the boxes at the top of the page. Please include your in-kind mileage for those in-person. Also, the training today is MACH 5 #4 earthquake.	HEART Silo is KY Key is 15870174 Choose #2326 HEART Coalition Meeting, fill in the boxes, and submit
Approval of Minutes from 8/11/2022	Minutes for the August 11 meeting were sent out prior to the meeting, available on the website, and for those in person, available on the Coalition iPads. Janarae Conway, Vice-Chair, asked for discussion on the minutes. Seeing none, Keith Cassady made a motion to accept the minutes. Joyce Noe seconded. Motion passed.	
EPI Report, Kristen Eggles	Kristen presented the EPI report. COVID cases for 2022 have now surpassed 2021. Still seeing an increase in COVID deaths which is expected after the peak of cases a couple of weeks ago. We expect to continue to see more COVID deaths coming in over the coming weeks. Overview of all reportable diseases. We are seeing a lot of enteric and respiratory illnesses that are the highest burden for the region at this time. We are also seeing some vaccine preventable diseases. The region has seen 5 confirmed Monkeypox cases. We are now up to 50 cases in Kentucky. A question was raised about what to expect during the winter months. Right now, the main concern is influenza.	The EPI report is available on the August slides with your sign in at www.heartky.org . If you need assistance setting up an account, please let Yvette know 502-352-5385.
Long Term Care (LTC) Report, Greg Manley	Greg reported that the LTC meeting was today, just prior to the regular monthly Coalition meeting. The meeting reviewed some of the CMS updates for LTC and the recommendation to get to know your emergency manager. Also talked about mapping to see all the LTC facilities on a digital map where you can see the location of the facilities, the licensed beds, administration. Maria Church mentioned training for Active Shooter for LTC. The typical “Hide, Run, Fight” recommendation for active shooter is not practical for LTC, so working on training for facilities.	Next quarterly meeting is December 8 at 10:30 am. The meeting will be hybrid: In-person at the BRADD office and via Zoom. Please submit items you would like to see on the agenda for next meeting. gbmanley@mchealth.net . MariaE.Church@ky.gov or Yvette.coleman@ky.gov

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Communication, Robert Doughty	Robert reported nothing new for communication except challenging supply chain issues.	
Training & Exercise, Yvette Coleman	<p>Congratulations to our hospitals for the successful response to the Essential Elements of Information (EEI) Drill. We had 90% of our hospitals complete their facility/bed update within the required amount of time.</p> <p>The Coalition is required to submit Supply Chain Assessment Survey and the ReadyOp link to the survey was sent to the hospitals and other members of the Coalition this morning. Terry Massey asked if we were in communication with Bobby Gillis at KYEM. Terry is working on a committee with KYEM regarding supply chain. Terry suggested that we would want to work with them on this supply chain assessment. Yvette said she would pass the information on to Ken Kik, HPP Manager so that HPP and KYEM could work together and not duplicate efforts.</p> <p>The Trauma/Emergency Medicine Symposium information for those hospital personnel attending is due no later than Monday, 26 September. Yvette needs to send in the information so the coalition can prepay the registration. The symposium is scheduled for October 27-28, with some pre-symposium meetings on October 26.</p> <p>TRAINING OPPORTUNITY: Rural Trauma Team Development Course with Burn Care Class. The cost for this class can possibly be paid with a bequest from KHREF. For more information about the program, please see this link: : https://www.facs.org/quality-programs/trauma/education/rural-trauma-team-development-course/faqs/ Please let Yvette know if your facility is interested in bringing this class to our area and a timeframe with will work best. Yvette.coleman@ky.gov or 502-352-5385.</p> <p>The Planning/Exercise Committee has an upcoming meeting to discuss training and exercises for the remainder of this year and through the next budget period.</p> <p>Virtual Tabletop Exercises available through EMI. They are listed on the members</p>	<p>Email Yvette.coleman@ky.gov with personnel information.</p> <p>Training/Exercise Committee members are: Jim Williams, Chair, James Monroe, Michael Webster, Bob Palmer, and Scott Williams. Please contact any of the members with:</p> <ul style="list-style-type: none">• ideas of something your facility would like to include in the exercises• training your facility is conducting that would be appropriate for other members of the coalition



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	<p>pages of the website. The list will be on the Training Opportunities page of the website at www.heartky.org. https://www.heartky.org/files/ugd/2f097a_8de4a93cdda0404f810ec6d5ae93dad9.pdf</p> <p>Yvette attending the Family Reunification after an earthquake VTTX on Oct 6. Will report information gathered during that tabletop. The exercises listed on the slides are examples of some of the tabletop exercises, i.e., Winter Weather, Active Shooter (mall)</p> <p>Redundant Communication Drill, September 19 was a success! This drill served 2 purposes, RSVP for the meeting and communications testing. Results for all partners – 64 partners-80% completed at least one component (text or email). Core partners-94% completed at least one component, 81.2% completed both components. Congratulations on a great drill!</p> <p>Tony Keithley asked if the redundant communication drill will serve as proof of participation in the drill to meet quarterly requirements. Yvette will send those out. For anyone who needs certificates of drills/exercises, please let Yvette know if you haven't already. They will be sent out before the end of the quarter.</p>	<p>Drill results are available on the member pages of the website. If you have difficulty accessing this for your records, please contact Yvette to send you a copy via email.</p>
<p>IPPW</p>	<p>The Integrated Preparedness Training and Exercise Schedule was shared. This plan had the usual drills/exercises/training, such as the Redundant Communication/EEI Drill, MACH5 tabletop drill, ICS courses that are offered virtually. This document is a living document, so as trainings/exercises/drills are available, they will be added to the document.</p> <p>There was discussion about the ICS300 an ICS400 courses. EMA, EMS, Health Department staff need these courses. There was also discussion about the challenge of getting the CNO, COO to courses so those in charge have full understanding of how the EOC/IMT works together. We need to look at ways of getting the appropriate training to the officials in the county and the hospitals. Perhaps work with KHA and KDPH to help get the attendance for training executives.</p>	



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	<p>Discussion about the surge and direct hit (of a facility) and the training needed to address these situations. Keith Cassidy asked who are we looking to educate? The people in the room or the ER staff? Our focus needs to be on who do we need to educate? The problem is facilities are still struggling with staffing, so how can we educate those who will be dealing with the surge? The suggestion was to “Train the Trainer” courses so that facilities can train their staff on their schedule “in house”. Invite the current HEART group, COO’s, and personnel who can train their people “in-house”.</p>	
<p>By-Laws Vote</p>	<p>By-Laws were discussed at the last meeting. The changes were sent to the membership. Members were asked if they wanted to discuss further. Tony Keithley made a motion to accept the By-Laws as changed. Joyce Noe Seconded. Motion passed.</p>	
<p>Budget Update</p>	<p>Wi-Fi Cases have been ordered. We allocated \$20,000 and the cost is \$9,965. These cases are from West Networks. The state has an account with AT&T, but the Coalition cannot use the state account for our sim cards. Some of the coalitions have gone through one of the Emergency Manager Director who has arranged for the Wi-Fi card and are reimbursed for the cost. Verizon can be billed through our fiscal agent KHREF.</p> <p>The Coalition iPads are missing charging cables. Request authorization to purchase charging cables</p> <p>Request to purchase a wet/dry vacuum for the inflatable hospital trailer for approximately \$70 on Amazon.</p> <p>Request to move \$10,000 from the Wi-Fi Case line item to the Maintenance line for trailers/generators and equipment for a total of \$12,000 for maintenance. This money will be used to service the trailers.</p> <p>Ronnie Pearson made a motion to approve maintenance to the trailers, purchase of the wet/dry vacuum, and iPad charging cables. James Monroe seconded. Motion passed.</p>	<p><u>Link to submit projects for the budget</u> ReadyOp Purchase Request Form/Link: https://ky.readyop.com/fs/4n1z/1a90</p>



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<p>Inventory – Trailer/Generator QR Codes</p>	<p>The QR Codes are ready for the trailers and the generators. We will attach the QR codes to the trailers with waterproof stickers and generators.</p> <p>If a generator has never had fuel put in it, DON'T put in fuel! Annual maintenance is dependent on engine hours. This is not a standard number of hours but based on the manufacturer.</p> <p>Working on how to send a reminder of when to conduct the next inspection.</p> <p>Trailer World on Three Springs Road is ready to start servicing trailers. Yvette needs to know when trailers are taken and picked up to submit the purchase request to Jerrod Wright, who makes sure our bills are getting paid.</p>	
<p>Preparedness Plan Discussion</p>	<p>Currently in the plan, we have a list of equipment, by county. Recommend making this list an attachment. List and location of PPE will be an attachment. HVA will be an attachment of the preparedness plan. By-Laws will remain separate from the Preparedness Plan.</p> <p>The current preparedness plan has a section that discusses training for members at coalition meetings. Ronnie Pearson recommended to offer the training to groups who would need to use them. (For example, the PortaCount)</p> <p>The preparedness plan also includes verbiage of ensuring there is a plan written for maintaining the new equipment.</p>	
<p>MACH 5 Earthquake TTX #4</p>	<p>This scenario has the earthquake occurring while you are in the middle if your routine halfway on your way to work. You are concerned about your family, relatives, pets, and kids. What are your thoughts and how will you proceed?</p> <p>First, check in with your family to be sure they're ok. Another consideration was which bridges can be safely crossed? If you live in the county, can you go back home or can you get to the office?</p> <ul style="list-style-type: none"> • Consider developing employee response guidelines that will discuss what to do at any time of the day at home and at work, during a holiday, etc. 	



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	<ul style="list-style-type: none"> • Have an out of state contact number and be sure everyone you care about or are responsible for are a part of your out of state contact procedures. • Have family be part of a neighborhood support group. • Home checks – assign a team that will gradually check on staff/families 	
Miscellaneous	Ronnie Pearson asked the hospitals about the RAMP devices to use on scene to determine chemical use. What do hospitals do today if someone has been exposed to Ricin or some other chemical? The blood test must be sent to a lab, and it takes 24-48 hours. Do the hospitals have internal processes to determine chemical and treat?	
Next Meeting:	Ronnie Pearson made a motion to adjourn. Joyce Noe seconded. Meeting Adjourned. Next Meeting is October 13 at 12:00 pm via Hybrid: In-person at BRADD 177 Graham Avenue, Bowling Green and Zoom	Guest Speaker: Troy Walker