

HEART Coalition Meeting Minutes
July 14, 2022 12:00 PM CT Hybrid



Subject	Discussion	Follow Up
Call to Order, Emory Kidd	Emory Kidd, Coalition Chair, welcomed all to the meeting. He 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 trainings today are earthquake and patient tracking.	HEART Silo is KY Key is 15870174 Choose #2326 HEART Coalition Meeting and fill in the boxes, and submit
Approval of Minutes from 6/9/2022	Minutes approval was inadvertently skipped.	Minutes will be approved during August 11 meeting.
EPI Report, India Martinez	India had connectivity issues. Emory shared YTD reportable diseases that have been sent to CDC. India requested that if anyone had questions about the slides to please let her know. Karen Wilson shared that the most recent resurgence of COVID-19 is attributable to the BA.5 sub variant of the Omicron strain, representing about 65% of cases in the US. BA.5 is both highly transmissible and has “immune evasion” capabilities meaning that those who have been vaccinated are still susceptible. Vaccination remains vitally important, however, as it substantially lessens the likelihood of severe illness.	The EPI report is available on the July 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 has sent items to the LTC members reminding them to have Emergency Management manuals updated and to look at the OIG website that has CMS guidelines with new updates. They have changed some numbers as to whether they were under Emergency Management or Environment of Care. Next meeting will be September 22, 10:30-11:30 am at BRADD and via Zoom.	Next quarterly meeting is September 22 at 10:30 am Please submit items you would like to see on the agenda for next meeting. MariaE.Church@ky.gov or Yvette.coleman@ky.gov
Communication, Robert Doughty	Robert has talked with WKU about the “Hot Spot” cases (Similar to Plum Cases) and is waiting to hear back from them on some questions we had. Communications meeting is next week, and the committee will address items in the budget.	Communications Committee Meeting Tuesday, July 19, 3:00 pm

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<p>Training & Exercise, Yvette Coleman</p>	<p>Redundant Communication Drill, July 7 was a success. This drill served 2 purposes, RSVP for the meeting and communications testing. Results for all partners – 64 partners-82% completed at least one component (text or email). Core partners-90.6% completed at least one component; 78% completed both components. Our region is known for turning out for our drills. During the EEI drill that the state does, HEART hospitals typically have 90-100% participation.</p> <p>Training – Each contact for HEART agencies should receive a ReadyOp survey regarding training the coalition is looking at bringing to this region. Please submit your survey as this will assist in choosing and prioritizing training/courses for our region. If you are aware of training that isn't listed, please list in the space on the survey or call, text, email Yvette. Please consider your top concerns for responding to any emergency. Listing those on the survey will help prioritizing trainings. These are TEEK courses which will be in our region.</p> <p>Exercises – Please let Yvette know of exercise requirements by Joint Commission, CMS, OIG, etc. for your facilities. The Planning and Exercise committee will begin planning exercises. One of the benefits of being in the coalition is to be able to complete requirements with partners and identify any gaps prior to an emergency.</p> <p>Grant exercise requirements for FY 22-23 are a Radiation Surge Exercise and a Pediatric Surge Exercise. We can combine these into one exercise, should we choose.</p> <p>Radiation Exercise: The Oak Ridge Institute for Science and Education (ORISE) is an excellent resource for training videos, checklists, etc. Partners can access the information available via their website or via the REAC/TS app,</p>	<p>ReadyOp Survey Link for choosing training categories: https://ky.readyop.com/fs/4n1B/374d</p> <p>ORISE Website: https://orise.orau.gov/reacts/index.html 24/7 Telephone Number: 865-576-1005 Radiation App called REAC/TS is available on the</p>

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	<p>available on the Apple and Android stores. Partners were shown a video on what to do if you need to contact REAC/TS during an emergency. ORISE is available 24/7.</p>	
<p>September Meeting Date Change</p>	<p>Due to the HEART Chair, Vice Chair, Clinical Advisor, and Coalition Coordinator being out of town, both September meetings will be moved to September 22. Both meetings will be hybrid; in person at BRADD or Zoom option.</p>	<p>Long-Term Care Quarterly Meeting will be at 10:30 am. The HEART Coalition Meeting will be at 12:00 pm.</p>
<p>FY22-23 Due Dates for Deliverables</p>	<p>August 5: The <u>final budget and work plan</u> is due in the Coalition Assessment Tool (CAT). This year’s budget base amount is \$77,480. We had \$24,142 carryover.</p> <p>August 11: <u>Contact list for member agencies</u> is due to Yvette Bylaws, HVA, Integrated Preparedness Planning Workshop (formerly MYTEP) are all due into the CAT by September 30. They must be approved by the coalition at the September meeting (22 September). These documents will be discussed during the August 11 Meeting. Voting on September 22.</p> <p>The Communications Committee will meet July 19 at 3pm to review the items that were approved during last year’s budget.</p> <p>The Finance Committee will meet July 25 at 10am to prioritize the budget items.</p> <p>Looking to Quarter 2, The Response Plan, Preparedness Plan, and the Pediatric Surge Annex need to be reviewed and any changes need to be discussed in the October meeting, so the vote can be during the November Meeting.</p> <p>Half of the members attending preferred an in-person Integrated Preparedness Planning Workshop (IPPW) and half preferred an email response. Yvette will set a date to meet as well as send the information via email so we get the maximum participation and know all the training opportunities available.</p>	<p>Project submissions must include detailed justification <u>to include maintenance of the project and with whom will the project be vested.</u></p> <p>Projects can be equipment, planning, training, or exercise.</p> <p>Projects should benefit the whole coalition, not only a single member.</p> <p>Projects should not be items required for daily operations.</p> <p>Yvette will email to voting members, the budget after the Finance Committee meeting. This must be a quick turnaround, so the deadline will be August 4th. No response will be considered a “Yes” vote.</p> <p>The Response Plan, Preparedness Plan and Pediatric Surge Annex are available on the MEMBERS Page of www.heartky.org. You need an account to access this. If you have difficulty accessing this, please contact Yvette for a copy to be sent and to troubleshoot the problem.</p>

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	<p>Any partners who desire to work on the Coalition Assessment Tool who are not on the Executive Committee, please let Yvette know. Otherwise, the Executive Committee will complete this deliverable.</p> <p>Budget FY23-24: Please begin thinking about the budget for next year. Our work plan and FY23-24 budget is due January 31. Projects submitted for the budget must be tied to a hazard, risk, the work plan, or a gap identified during the AAR/IP process. They need to be beneficial to the region and not just one facility. When submitting a project, a maintenance plan, training plan, and quote should be submitted in the justification.</p> <p>Robert Palmer requested a wet/dry vac for the hospital tent trailer to help fold the tent better.</p> <p>Tony Keithley suggested for communications to use Tango-Tango. He was asked to present to the communications committee on July 19</p>	<p>ReadyOp Purchase Request Form/Link: https://ky.readyop.com/fs/4n1z/1a90</p>
<p>Mach5 Earthquake Exercise</p>	<p>Exercise #2-Earthquake: Building on last week’s scenario, you have determined that your family is safe and although there is no electricity or phone service, your home has not suffered any major damage. As a department head, it is essential that you report to the EOC/DO as soon as possible. You need to head off to the EOC/DOC to begin your organization’s response, but you need to make sure that your family can manage without you. What preparations have you made at home to ensure that your family can manage without you?</p> <ul style="list-style-type: none"> -Families have plenty of food/water, charged cell phones, vehicles had fuel -Hopefully flexible connections fuel(gas/electric), make sure items not stored overhead due to aftershocks/Food emergency supplies, water, fill bathtub up with water if still on. -Emergency supply go bags/kits stocked with water, food, etc. Some said their organizations will use internet to set up EOC from home if internet is up. Some would try to get to their offices after assuring families okay first. -Make sure family members don’t have injuries, have food, water, and 	

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Patient Tracking Practice	<p>Partners in the room and on Zoom were instructed in the procedures. Those in the room broke into groups of 4 or 5 and scanned patients into ReadyOp. The Zoom partners were able to see the updates after scans were submitted. Key points were that the bar code needs to follow the patient. This is why it's important to note where the scan came from. Tags should be unique so there aren't two patients with the same bar code. Ideally adults will have a driver's license to scan, but in a pediatric surge, there will not be a license.</p> <p>Patient tracking important for Emergency Rooms to see what is coming to their facility, by knowing the triage tag colors coming in, the ED can be better prepared. Patient tracking is also important for family reunification, as the EOC can see where a patient is and/or going.</p> <p>This program is also valuable for LTC facilities/shelters, etc. to track residents.</p>	<p>If your agency does not have a ReadyOp account and would like one to practice, please let Yvette know.</p> <p>Even if you do not have an account, ReadyOp forms can be downloaded on a device and you can practice/participate in the exercises. To practice, the HEART Coalition Silo and Key can be used.</p> <p>Silo KY Name (put your first initial and last name) Key 15870174 (This is the HEART Key)</p>
Survey	<p>The Hospital Preparedness Program (HPP) is working with All Clear Emergency Management Group. They will be sending a survey to all members of all coalitions across the state. Yvette requested that the members fill out the survey, being brutally honest, so that the coalition and the coordinator can focus on what is important to our partners. The responses are returned to All Clear, they will analyze the data and provide information on what we are doing well and what we need to do to improve.</p>	
Miscellaneous	<p>Agencies housing trailers need to be sure they are ready to deploy. The inventory management policy includes exercising and caring for trailers. If a facility wishes to not have the responsibility of the trailer, please let Yvette know so arrangements can be made to be sure maintenance is conducted per guidelines.</p>	
Next Meeting:	<p>Robert Palmer made a motion to adjourn. Terry Massey seconded. Meeting Adjourned. July 14 at 12:00 pm via Hybrid: In-person at BRADD 177 Graham Avenue, Bowling Green and Zoom</p>	

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