



Tri-Cities Medical Response System
Strengthening Emergency Response through Collaboration

Tri-Cities Medical Response System
Steering Committee Minutes
May 10, 2019

Start Time – 10:13 (awaited quorum)

I. Roll Call: Completed by Cody Samuelson

a. Present:

- i. Adams County EMA
- ii. Buffalo County EMA
- iii. Central District Health Department
- iv. Central Nebraska Medical Reserve Corps
- v. CHI Health Saint Francis
- vi. Cozad Community Hospital
- vii. Dawson County EMA
- viii. Kearney County Health Services
- ix. Lexington Regional Health Center
- x. Loup Basin Public Health Department
- xi. Phelps County EMA
- xii. Phelps Memorial Health Center
- xiii. South Heartland District Health Department
- xiv. Two Rivers Public Health Department
- xv. TRIMRS Coordinator

II. What's on Top?

- a. Cody spoke to Brianna Rooney in regard to the annual workshop and whether the April 30, 2019 grant workshop could count in place of a stand-alone workshop. Brianna said that as long as conversation (and the exercise) accounted for vulnerable populations.
- b. Participants for the August functional communication are needed. Knowledge Center will be utilized during the exercise. Participants would need to have a working knowledge of the program to participate.
- c. Cody shared a draft of the After Action Report that was created for the March flooding response. Reports have been requested to be submitted to the State of Nebraska by Friday, June 7, 2019.

III. Minutes from April 19, 2019 reviewed by committee

- a. Motion to approve by Jim Morgan. Second by Catie Larsen. Further discussion: none. **PASSED, approved.**

IV. Financial Report

- a. Jesse Valenti, TRPHD, presented on the reserve funding. The funds have been received from CDHD, and are in a separate account from our operating expenses. Since the last meeting, we paid off the mileage and chair for Brodstone. The expenses sheet noting these transactions is provided. The account with the reserve funds is interest bearing at 2%.
- b. Funding Requests: Presentations, Discussion, Voting
 - i. Cody received 7 requests from members. Ebola money and excess funding has been approved by the state to be spent towards supplies. We may have more requests for PAPRS, ad May 15th was the deadline for hospitals to get those in.
 - ii. Connie Linder presented on the request for PAPRS, which were obtained at a discount. The group reviewed the request. Morgan asked if the discount was reduced from the amount presented on the form. Connie Linder replied in the affirmative.



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- iii. Dale presented a request for the purchase of PAPR batteries and PAPR filters. With TRIMRS Ebola PAPRS, it would get another 5 years of life out of PAPRS. The entire amount was provided, and Dale understands the full amount may not be reimbursed of ~\$7,000.
- iv. Ron (Medical Reserve Corp) presented on request. During last inventory, noticed items in the supply inventory that are approaching expiration. Do a lot of pro-bono medical coverage, including Special Olympics, and use a surplus of supplies for those events. Looking to request monetary purposes towards replenishment. The Emergency Disaster Response Vehicle is an ambulance, and the Trauma Trailer is kept ready to go and operational. Appendix B was for \$4000 to replenish to support the coordinator, and to continue to lead the MRC. Submitting this request to refund the Medical Reserve Corp.
 1. This is a dual submission; each request carries their own \$4000.
 2. Darrin would like funding to be restored to prior levels.
- v. Howard County Medical Center \$1000 for PAPRS respirator mask kit. Purchase a total of 4 PAPRS respirators. Currently using N-95 masks. More detailed items are also provided on invoice quotes. Janelle Morgan is unable to be present.
- vi. Brodstone's request from Diane Littrell for \$840 for 6 PAPR filters and 3 batteries.
- vii. Leeta provided two PAPR requests for Memorial Health.
- viii. Jesse Valenti explained that have \$6,600 through TRIMRS, and with Ebola, could possibly utilize \$7,979.24 for Ebola grant. The total amount available is \$14,579.24.
- ix. Jim Morgan suggested we vote that the 2 totals be combined. Need to keep the funding amounts separately, as the Ebola funding can't be used for the Medical Reserve Corp requests.
- x. Jim makes motion to provide MRC with \$4000 to cover one request, and to allocate the rest of the money to PAPRS requests. Dale seconds the motion. Roll Call vote. **\$4,000 in funding for CNMRC approved.** (*roll call vote results attached*)
 1. Discussion: Allison wants to know what the \$4,000 will be allocated to them. State wants a very specific list of what the MRC will be doing for supplies. Feik is comfortable with the request going towards supplies, like saline fluid, radio batteries, etc.
- xi. Feik makes motion to give every TRIMRS member until May 15th to submit PAPRS requests, and then distribute the remaining Ebola + Additional funds to hospitals on an equitable basis. Dale seconds. Roll call vote. **Motion approved by roll call vote.** (*roll call vote results attached*)

V. CNMRC

- a. Ron did a roster recap to people who have not responded to drills. 4 needed an updated telephone numbers, and a few people are left off. Current roster of 59 members, with 25 registered nurses, and clergy, first aid. Roster still strong and active.
- b. Putting a detailed brochure on the MRC, which he will distribute through Cody.

VI. Old Business

- a. MMA Storage
 - i. Cody asked for discussion on his efforts to collect quotes for storage. One quote back for \$95/month and \$95 deposit. Only other facility in Kearney that responded to requests for quotes is a gated lot that is uncovered, where it could be stored for \$30/month.
 - ii. **Dale makes a motion to go with the \$95/month storage. Jim seconds.** Cody asked if there was any opposition, none received.
 - iii. Jim Morgan and Katie volunteered to help inventory the TRIMRS trailer.
 - iv. Cody will look for Hastings and Grand Island storage units for the second trailer.

VII. New Business

- a. Election of TRIMRS Executive Treasurer



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- i. Term – to conclude the remainder of the two-year term (2018-2020) that the Treasurer seat was vacated.
 - ii. Feik nominates Tesha Broadfoot for TRIMRS Executive Treasurer. Jim seconds. Cody opens the floor for further nominations, no other persons nominated for the seat. Roll Call vote conducted, Tesha Broadfoot elected as TRIMRS Executive Treasurer. (*roll call vote results attached*)
 - b. Plan Review Subcommittee
 - i. Andrew or Teresa would like to participate, Alison Feik, Catie Larsen, TRPHD Representative, Dale Beye, and Jim Morgan. Please notify Cody of interest ASAP!
 - c. Conflict of Interest Form
 - i. Cody provided hard copies of the draft form for those attending in person. He will distribute to members via e-mail with meeting minutes.
 - d. Clinical Advisor
 - i. Starting in July, all healthcare coalitions must have a clinical advisor. Their job is to engage the clinical members in TRIMRS. Coalitions must decide if they will find someone who will donate their time to this effort, or pay for a clinical advisor. Working with the state coordinator for a job description, and might involve 2 – 8 hours either a week / month. Individual needs to be a physician or nurse i.e. clinical credentials.
 - ii. Feik suggests that TRIMRS members start to engage people in facilities to see if they would like to volunteer in this capacity.
 - e. Coalition Surge Test
 - i. Cody will be conducting in June; volunteers to participate need to notify Cody ASAP.
 - f. HVA and Sentinel Survey
 - i. Please submit HVAs to Cody if you have them. Sentinel is due August 2019.
- VIII. Next Meeting
- a. Steering Committee Meeting June 21, 2019 at CHI Health Good Samaritan and via Zoom.
- IX. Close
- a. Motion to adjourn made by Catie Larsen, second by Alison Feik.

Adjourned at 11:10

******More detailed minutes on specific items are available upon request to Cody******