

Emergency Preparedness Coordinators Meeting  
2/6/06

Attendance:

Kay Gordon, chairperson, Doctors Medical Center  
Doug Buchanan, Mountain-Valley EMS Agency  
Renee Cartier, Stanislaus H.S.A.  
Terry Nelson, Stanislaus Surgery Hospital  
Vivian Thompson, Oak Valley District Hospital  
Mark Keizer, Memorial Medical Center  
Scott Penner, Golden Valley Health Centers  
Sharon Perry, Memorial Medical Center  
Rosie Lopez, Stanislaus HSA Clinics  
Dennis Nelson, Doctors Medical Center  
Gina Leguria, Stanislaus Sheriff's Office  
Lynn Leatherman, Emanuel Medical Center  
Daniel J Cipponeri, Progress Valley President  
Don Bailey, Evergreen  
Michael Rossini MD, Public Health  
Marvin Heyboer MD, Memorial Medical Center  
Darrell Freitas, Stanislaus Sheriff's Office/OES  
Ray Jackson, Deputy Fire Warden/OES

**1. Welcome/Introductions :**

Kay called the meeting to order at 1 p.m Self-introductions were conducted.

**2. Meeting Minutes:**

A copy of the minutes was circulated.

**3. Law Enforcement Project**

Gina Leguria is designing a course for POST re:Unified Command. Law is currently under-trained to implement ICS on scene. POST has requested course on Unified Command training. New course will focus on Stanislaus County implementation. She will be distributing a paper version of a 9-Question survey, but will also send a link to a website for completing the survey re: value of ICS training in Stanislaus County.

**4. NIMS Training the Trainer Course**

Renee Cartier reminded everyone that Stanislaus County is sponsoring a NIMS train-the-trainer course. Darrell shared that some agencies have submitted 4 or 5 names for registration, however, they will likely be told that they are limited to 2 persons for this first training, and that OES will be scheduling another course in the future.

**5. System Saturation Issues/Surge Capacity**

Dan Cipponeri shared that the Progress Valley Chapter and Tri Valley Nurse Council are interested in the development of a Surge Capacity tool for long term care facilities. Renee suggested that the tool used to assess the acute care facilities be evaluated to see which pieces might apply to long term care facilities. Dan passed out a document that might be considered for future discussion. He suggested that even though not all LTC facilities are part of the Progress Valley organization, documents may be posted on their website as tools for LTC facilities. Rosie asked how many of these facilities are represented by this organization. Dan shared that about 12 of the approximately 18 facilities belong to this organization. He also suggested that the Licensing and Certification restrictions would have to be waived to expand their capacity. Terry and Scott shared that their facilities have similar needs and concerns to address the role of the clinics and non-911 hospitals in Surge Capacity.

**Motion/Second (T Nelson/R.Cartier)** to accept the proposal made by Dan Cipponeri to develop a tool to be used by non-911 facilities regarding Surge Capacity. (vote: unanimous)

#### **6. May 17, 18 Exercise**

Renee distributed a Scenario Booklet for a Pandemic Influenza Tabletop Exercise, based upon the HHS document. This has been customized for Stanislaus County. The first day of the exercise will be held in the Arbor Room at the Double Tree Hotel. Renee will send out an electronic version and request comments/suggestions. Doug and Kay volunteered to help organize the Functional Exercise for May 18. The group agreed that they would like real “victims” for Day 2. The group will be asked for suggestions for the Functional Drill objectives while reading the Table Top scenario. Vivian also suggested that after the committee receives the recommendations from the Surge Consultants we will be better prepared to identify objectives.

#### **7. HRSA Update**

##### **a. Year 3**

- i. **Communications:** Doug reported that the Professional Management Associates will provide the draft Plan outline to the March meeting. Doug also asked for volunteers to meet as a Communications subcommittee to provide recommendations on certain items under this topic. A Subcommittee meeting has been scheduled for Feb 28 at 2pm at the EMS Agency. Dennis Nelson, Dan Cipponeri, and Ray Jackson offered to sit on the subcommittee. Doug will also be inviting representatives from SR911 and AMR dispatch.
- ii. **Surge Capacity:** Doug shared that the EMS Agency has made contact with Health Analytics several times last week, and they have assured us that they will meet the agreed upon revised

timeline. However, the Consultants did agree to provide a summary to today's meeting and it was not received. After much discussion, the committee advises the EMS Agency to offer an ultimatum to the Consultants that the "survey summary" be provided electronically to the EMS Agency by Feb 13 and the "recommendations" to the March 6 meeting (include a progress report on the other outstanding objectives) or exercise the cancellation clause option in the contract and seek another consultant group to complete the objectives.

- iii. **Training/Exercises:** The committee was disappointed at the lack of work put into the "Final After Action Report" from the November exercise. It appeared to the committee that the reports from MMC and PH were simply combined into single document without any formal review. Kay also pointed out that the After Action review by DMC was also missing. The committee requested that a letter be sent to this consultant requesting a full After Action Report be submitted. Doug reported that Dr. Mitchell asked that the other items be deferred to next month's meeting as she is out of town during this week.
- iv. **Equipment Purchases:** Hospitals reported that they have received new generators and other equipment. Radios still have not been delivered to EMC and MMC. Dr. Rossini stated that the Medical Society has need of a new generator.

**b. Year 4**

Renee reported that the state is hoping to get application approvals by March. She also shared that the new "data elements" for HRSA need to be completed by March 1, 2006, and that she will be disseminating the appropriate portions to each agency for completion.

**8. Roundtable Reports:**

- Terry Nelson distributed a High Census protocol he received from Marshall Hospital. He also offered to forward the e-version to anyone who wants it.
- Doug will email out the template for the Medical/Health Directory discussed at the last meeting.

**9. Next Meeting: March 6, 2006**