

**Emergency Preparedness Committee**  
**June 5, 2006 1 p.m.**  
**Memorial Conference Center**  
**1700 McHenry Ave, Modesto (McHenry Village)**

**Attendance:**

Doug Buchanan, Mountain-Valley EMS Agency  
Renee Cartier, Stanislaus Health Services Agency  
Sharon Perry, Memorial Medical Center  
Tom Brennan, Modesto City Fire  
Terry Nelson, Stanislaus Surgical Hospital  
Jim Worobe, Mountain-Valley EMS Agency  
Rosie Lopez, Stanislaus HSA  
John Walker MD, Stanislaus Public Health Officer  
Teri Norton, Stanislaus Control Facility  
Kay Gordon, (chair) Doctors Medical Center  
Robert Mark Keizer, Memorial Medical Center  
Marianne Shaw, Memorial Medical Center  
Scott Penner, Golden Valley Health Center  
Patrick Lynch, San Joaquin EMS/ RDMHS Region IV  
Dan Cipponeri, Evergreen/ Progress Valley

**1. Welcome and Introductions**

Kay welcomed everyone. Self-introductions conducted.

**2. Approval of Minutes**

**Motion: (Cartier/Keizer) unanimous “ to accept the minutes as presented”**

**3. System Saturation**

Dr. Walker asked how we are trending 2005 vs 2004, etc. Teri shared that the DCF collects data and compiles statistics monthly. Kay asked about the role of the EPC in regard to data review. Renee suggested that if this committee is supposed to make recommendation that a mission and bylaws should be created in addition to more detailed guidelines for interpreting the data. Tom assured the committee that review of ambulance turn-around times at hospitals needs to be looked at by committee. Dr. Walker also pointed out that policy level decisions are to be made at the EMSC. Doug clarified that the EPC's role in review of the data is to make recommendation to the EMSC.

**Motion (Nelson/Penner) unanimous: “Next meeting we agendaize this topic to look at the mission, function, and scope of this committee.”**

**Motion: (Walker/ Nelson ) unanimous. “Within 90 days we receive a report on the findings of the Diversion Pilot with re commendations.”**

Dr. Walker suggested that maybe we should have regularly scheduled meetings with the hospital executives, maybe twice a year, to present findings and saturation data.

#### 4. **Tabletop Drill Follow-up**

Renee shared that data is being compiled on the data received from the tabletop and these should be available by mid-July in the After Action Report.

#### 5. **Functional Drill**

Doug shared that this Thursday the 911 receiving hospitals are planning to drill the deployment of the Surge Tents, as well as the Tactical Radio Frequency draft policy. AMR has agreed to deliver the “staged” ambulance patients at DMC and MMC to the Surge Tents to test the delivery and receipt of patients at an alternate reception point. Jim shared that he has programmed the portable radios at each hospital with the four frequencies outlined in the draft Tactical Radio policy for Stanislaus County. Dan asked if this exercise was intended to simulate a bird flu pandemic. Doug shared that this exercise is only testing certain components of our surge plan, specifically the Surge Tent deployment and Tactical Radio assignments. Mark asked why MMC couldn’t use their own frequencies in the portables. After some discussion, the group agreed there was no reason a facility could not use their own frequencies, since radios could be re-programmed quickly if they are ever needed for outside deployment.

#### 6. **HRSA Update**

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

##### i. **Communications (Professional Management Associates)**

Doug shared that the Tactical Radio policy is in draft 4, and is close to being sent out for public comment. Dr. Walker suggested that we review the role of the MHOAC at future meeting.

##### **Motion (Walker/Penner) Unanimous. “ to approve change in Communications in Year 3 from Portable Radios to Repairs on the Mt. Oso Repeater Site. “**

Doug also shared that the Communications Subcommittee will be making further recommendations regarding the need for a Back-up Repeater and Portable Radio Cache at a future meeting.

##### ii. **Surge Capacity (Health Analytics)**

Mike Petrie is expected to submit a new draft Surge Plan in the near future. This new draft will be combining the Diversion Pilot and Hospital Saturation policies into a single document, with possibly more levels or “tiers” of triggers/responses.

##### iii. **Training/Exercises**

No report.

##### iv. **PPE/Decon**

Doug reported that EMSA has made some monies available for First Responder PPE to be expended by June 30<sup>th</sup>. These monies are intended to purchase PPE for those ambulances and other first responders that have not been purchased through other grant sources. Doug is polling the local providers to identify PPE needs by this Friday.

##### b. **HRSA Year 4 / 5**

Renee shared that Year 5 HRSA is focusing on Scenario-based requirements. She expects local allocations/guidance information by August. She also shared that the biggest goals that she presented to the Homeland Security group is Pandemic Flu and Hospital Surge. Both Renee and Dr. Walker stressed that the Homeland Security funds have a very short turn-around time requirement. Renee also shared that she would like to develop a Corrective Action Plan, based upon feedback from the Tabletop Exercise, and begin planning for a Functional Exercise. Terry suggested that a standard policy/procedures be draft that could easily be incorporated by any facility after the purchase of equipment, rather than each facility developing their own documents. Renee asked for volunteers to sit on a Pandemic Flu subcommittee because she has a very short turn-around time to develop certain goals and priorities for upcoming grants. She will be scheduling a meeting in the near future. (Renee took names of volunteers). Dan shared that he is excited about the focus on Long Term Care in Year 5 of HRSA.

**7. Roundtable**

- Kay distributed the latest update on the HICS project. We are hoping to see the new HICS documents by the end of August.
- Terry suggested that we consider light-weight one-size-fits-all hoods instead of N95 masks, since they don't require fit testing. Dr. Walker suggested a show-and-tell at a future meeting. Renee offered to have the Grainger and 3M reps come to our next meeting.
- Doug distributed a paper version of the draft Stan County Chempack policy. He will be distributing electronically and asking for feedback.
- Patrick shared that the Statewide Exercise is scheduled for November 15, 2006. The exercise guidebook has not yet been released.

**8. Next Meeting: July 10, 2006**