

Indiana District 5 Hospital Preparedness Planning Committee, Inc. Meeting Minutes

Date: November 11, 2017 **Time Called to Order:** Called to order at 12:00 PM by Ron Reitenour **Location:** Moore Restoration

Committee Member Hospitals (P=Present A=Absent)

Committee Member Hospital	P	A	Boone County Health Dept.	P	A	Civil Air Patrol Rep.	P	A	Community East Hospital	P
Ambulatory Surgery Centers	P	A	Boone County Health Dept.	P	A	Civil Air Patrol Rep.	P	A	Community East Hospital	P
Community Heart & Vascular Hospital	P	P	Community Rehabilitation Hospital	P	P	Community South Hospital	P	P	Eskenazi Health Services	P
Franciscan Health - Carmel	P	P	Franciscan Health - Mooresville	P	P	Hamilton County EMA	P	A	Hamilton County Health Department	P
Hancock County EMA	A	A	Hancock Regional Hospital	P	P	Hendricks County EMA	P	A	Hendricks County Health Department	A
Hendricks Regional Hospital	P	P	IDHS D-5 Representative	P	P	Indianapolis EMA	P	A	ISDH HPP PROGRAM	P
IU Health - Methodist	P	P	IU Health - North	P	P	IU Health Physician's Group	P	P	IU Health - Riley	P
IU Health - Saxony	A	P	IU Health - University	P	P	IU Health - West Regional Hospital	P	P	IUPUI Representative	A
Johnson County EMA	A	A	Johnson Memorial Hospital	P	P	Kindred Hospital Indianapolis	P	P	Kindred Hospital North	P
Kindred Hospital South	P	A	Major Hospital	P	P	Marion County EMA	P	P	Marion County Health Department	P
MESH	P	A	Morgan County EMA	A	A	Morgan County Health Department	A	A	NDMS Representative	P
Neuropsychiatric Hospital of Indianapolis	A	A	Rehabilitation Hospital of Indiana	P	P	Riverview Health	P	P	Rondebush VA Hospital	A
Shelby County EMA	A	P	St. Vincent Carmel Hospital	P	P	St. Vincent Fishers Hospital	P	P	St. Vincent Heart Center	A
St. Vincent Indianapolis Hospital	P	P	St. Vincent Seton Specialty Hospital	P	P	St. Vincent Women's Hospital	P	P	Valle Vista Hospital	A
Witham Health at Anson	P	P								

Guest(s):

Agenda Item	Discussion	Responsible Party	Follow Up
Guest Presentation	Active Threat/ Active Threat Response Program	Information only	Chase Broad
Call to Order	Meeting called to order at 12:00 PM by - Ron Reitenour, Chair	Information Only	Ron Reitenour
Introductions:	Ron started the introductions around the room.	N/A	N/A

Minutes:	October Meeting Minutes approval was postponed due to issues with sending the email.	Information only	N/A	N/A
Guest Presentations	Chase Broad gave a presentation on active shooter. We would like to thank Chase for providing lunch for the group.	For more information, please contact Chase, cbroad1@juhealth.org	Chase Broad	N/A
Recent Events/Lessons Learned/Surveys	Franciscan Mooresville campus received patients from a bus crash from Decatur Township and tested communication, triage and stressed with media.	Information only	Diana Leonard	N/A
Recent Events/Lessons Learned/Surveys	Lockdown incident occurred at Franciscan Indianapolis campus. The incident started in Johnson County, when a description of a male was reported to have shoplifted from Walmart and had taken off on foot near hospital campus. Lockdown procedures were initiated on campus for access control. There was some conflict with staff members watching news did not all agree with lockdown.	Information only	Diana Leonard	N/A
Disaster Initiatives Coalition Partners	Eskenazi experienced an internal flooding incident, which required help from Moore restoration. Facility was able to recover well after incident since most rooms were not occupied.	Information Only	Justin Mast	N/A
IHEPS Symposium	September 27-28, 2018	Please see webpage for information, Indianadistrict5.com	Chrissy Richards	Update monthly
Ambulatory Surgery Centers	Charlotte shared that several facilities still have not received radios and she has not heard any feedback from participating surgery centers from Oct 31 st full scale drill.	Information only	Charlotte Boden	Update monthly

Civil Air Patrol	Not Present	Information only	Li Clevenger	Update monthly
Local Health Depts.	<p>Leslie stated that they were working on county specific task force for the 17 providers that are being affected with the new CMS changes. The health departments will continue to reach out to hospitals that have submitted closed POD letters of intent to explore further.</p> <p>Greg stated that they are looking at duplication of effort for closed POD with shipment of resource allotment. He is requesting feedback from coalition partners to aid in the implementation of smooth operations.</p>	Information only	Leslie Stewart	Update monthly
IDHS	Nothing to report	Information only	Ben Esterline	Update monthly
ISDH	<p>Hospital Level: Caitlan states to get with Chrissy on radios that are still out and assist in scheduling radio programming for mobile radios. She requests for those whom are missing radios to reach out.</p> <p>The Infectious Disease Summit on Emerging Infectious Disease at Your Doorstep will be held at JW Marriott 10 S. West St., Indianapolis on November 29-30, 2017. This two day event will bring together public health, health care providers, animal health and preparedness agencies to learn about preparing for mitigation and preventing the transmission of infectious pathogens. Registration and additional information can be accessed WWW.ININFECTIOUSDISEASE.ORG</p>	Information only.	Caitlan Kotowski	Update monthly

<p>Coalition Level and PHEP: Nothing to report</p>	<p>Information only</p>	<p>Chris Gilbert</p>	<p>Update monthly</p>
<p>MESH</p> <p>Anne shares that multiple hospitals have submitted letters of intent POD and will be going ahead to moving along with process.</p> <p>MESH is excited to announce the fourth speaker in our 2017 Grand Rounds Series! On Tuesday, December 5, 2017, John S. Urbanetti, MD, National/international expert on medical implications of & response to nerve agents, chemicals, other weapons of mass destruction will present Syria - Sarin and Other Substances: How Prepared Are We? at the Eskenazi Health Center - Pecar, 6940 N Michigan Rd, Indianapolis, IN 46268</p>	<p>Information only</p>	<p>Anne Edwards</p>	<p>Update quarterly</p>
<p>Midwest Contingency Planners</p>	<p>Not present</p>	<p>Ron Reitenour</p>	<p>Update monthly</p>
<p>LITCH3</p> <p>Just had the 3rd District 5 LTCH3 subcommittee meeting with 160 in membership with 40 members who attended. She obtained feedback from partners on drill exercise and will share out.</p> <p>A survey will be sent out to gather more contact information to gain better representation, with reconfiguration of group membership.</p> <p>Tabletop exercise and full-scale exercise education training on Wednesday went well, and is optimistic for future development.</p> <p>There was a discussion around the development of closed POD implementation.</p>	<p>Information only</p>	<p>Shawn Wellman</p>	<p>Update monthly</p>

IU Physicians' Practice	Indiana Guard Reserve will be marshaling Veterans Day parade tomorrow. Tom reports that there about 300 rostered members at this time.	Information only	Tom Huser	Update monthly
Indiana Guard Reserve	All counts are done for 2017. Anne thanks everyone for doing them over the course of the year. When she get the dates for 2018, she will send them to the district.	Information only	Tom Huser	Update monthly
NDMS		If you are a NDMS hospital, be looking for the email for the bed count.	Anne Edwards	Up date monthly
District Business				
Communications Test	78% Compliance on radio, 98% on LiveProcess 100% Officer Response 92% Overall	Information only	Ron Reitenour	Update monthly
Treasurer's report				
Balance & Invoices	Updates given quarterly. We have the funds to draw out of our account, and will utilize sustainment when needed.	Information only	Jane Forni	Update monthly
Old Business				
Lunch Update MSA Exercise	Ron asked coalition members on what presentations they might be interested for the future. Jennifer the Grainger representative offers assistance to engage venter partners that coalition members might be interested. The group was	Information only	Ron Reitenour	Update monthly

<p>interested on flood mitigation vendor that was suggested. Diane Leonard suggests a radiologic event awareness information presentation. The group was agreed that would be interested.</p>	<p>Information only</p>	<p>Brent Shepherd</p> <p>Update monthly</p>
<p>Brent will be meeting in a couple weeks to draft the AAR. Cardyn Koltowski, Steve Lyday, Ron Estedine, Chris Gilbert and Brent Shepherd all participated as evaluators at the healthcare coordinator center. The biggest take back was that will need continue live process training to make sure that coalition partners understand the communication platform.</p>	<p>Information only</p>	<p>Brent Shepherd</p> <p>Update monthly</p>
<p>Ron shared that participation letter and explanation of the HSEEP after action report process has been sent out. He requests that if any participating hospitals who have not received to reach out for re-distribution.</p>	<p>For more information contact Ron, rreitenour@riverview.org</p>	<p>Ron Reitenour</p> <p>Update monthly</p>
<p>Ron continues to identify community partners to promote the coalition and pull partners. District 5 will continue to provide orientation for new members and will share dates once established.</p>	<p>Information only</p>	<p>Ron Reitenour</p> <p>Update monthly</p>
<p>The Core 4 group is working on the final draft for the governance and by-laws. The original 501c3 will remain the fiscal agent, but how we provide representation and approval process. Completed HVA and submitted TEP calendar and will share out to coalition members. We are in good shape in coordinating our deliverables. There is an ASPR</p>	<p>Information only</p>	<p>Ron Reitenour</p> <p>Update monthly</p>

	assessment tool that we will utilize to assist in guiding us into this new CORE 4 development.	
New Business	No new business	
Educational Opportunities	Army National Guard drill emphasizing radiologic awareness training in April, including D5 agencies over the span of 2 weeks. Brent to follow up with additional guidance on how will participate in exercise. Army National Guard is requesting hospital partners to receive patients from black hawk helicopter simulating military working with civilians.	Update monthly
Adjournment	Meeting was adjourned at 2:00pm, 1 st by Mary Kay Foster, and 2 nd by Jeannine Forner. Many, group approved.	N/A
Adjournment	If hospitals are interested in participating, reach out to Brent, whom will share out more information once further clarification available.	Brent Shepherd Ron Reitenour Next meeting

Next meeting will be December 8, 2017, Moore Restoration, 3610 Shelby St, Indianapolis, IN 46227
NOTE:

- District Officers –**
Chair – Ron Reitenour, Riverview Hospital
Chair Elect – Brent Shepherd, Johnson Memorial
Lead Hospital Representative – Jeannine Forner, St. Vincent Carmel/Medxcel
Secretary – Alyssa Lyle- IU Health
Chair Emeritus – Kevin Webb, St. Vincent Health/Medxcel

Mission Statement: The District 5 Hospital Preparedness Planning Committee Inc. mission is to ensure all hospitals in Indiana District 5 develop, maintain, refine, and to the extent achievable, enhance the capacities and capabilities of their healthcare systems, and for exercising and improving preparedness plans for all –hazards including pandemic influenza.”

**Indiana District 5 Hospital Emergency Planning Committee
Attendance Roster**

Meeting Date: November 11, 2017

Location: Moore Restoration

<u>Hospital</u>	<u>Representative</u>	<u>Hosp. Rep.</u>	<u>Alternate</u>
Ambulatory Surgery Centers	<i>[Signature]</i>		<input checked="" type="checkbox"/>
Civil Air Patrol			
Community Hospitals- East/North/South/Heart and Vascular	<i>Ellen Baker</i>	<input checked="" type="checkbox"/>	
Community Rehab Hospital	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
D-5 Public Health Departments	<i>Randy Hally</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
EMS Representative	<i>Andrew Bous</i>		
Eskenazi Health Services			
Franciscan St. Francis Health- Carmel/Indianapolis/Mooresville	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
Hancock Regional Hospital	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
Hendricks Regional Hospital	<i>Kathi Mestensen</i>		<input checked="" type="checkbox"/>
Home Health and Hospice			
IDHS D-5 Representative			
Indiana Orthopedic Hospital/ <i>ortho Emrg</i>	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
IPHCA			
IRHA			
ISDH HPP Program	<i>Caitlan Kotoski</i>		
IU Health- Morgan Hospital	<i>Brea Blondell</i>	<input checked="" type="checkbox"/>	
IU Health- North Medical Center	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
IU Health- Saxony Medical Center	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
IU Health- West Hospital	<i>Jan Form DARY</i>	<input checked="" type="checkbox"/>	
IU Health-Methodist/Riley/University	<i>Alyssa Kyle</i>	<input checked="" type="checkbox"/>	
IU Physicans Group	<i>[Signature]</i>		
Johnson Memorial Hospital	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
Kindred Hospital- Indianapolis	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
Kindre-North	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
Larue D. Carter Hospital			
Major Hospital	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
MESH Representative	<i>Aue Edwards</i>		
NDMS/ FCC Coordinator			
Neuropsychiatric Hospital of Indianapolis			
Rehabilitation Hospital of Indiana	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
Riverview Health	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
Roudebush VA Medical Center			
St. Vincent Fishers Hospital	<i>Mary Wilbur</i>	<input checked="" type="checkbox"/>	
St. Vincent Heart Center	<i>[Signature]</i>		
St. Vincent Hospital Carmel	<i>Jeannine Torner</i>	<input checked="" type="checkbox"/>	
St. Vincent Hospital- Indianapolis/Women's/ Peyton	<i>[Signature]</i>		
St. Vincent Seton Specialty Hospital	<i>[Signature]</i>		
Valle Vista Hospital			
Witham Health at Anson	<i>[Signature]</i>	<input checked="" type="checkbox"/>	
Witham Memorial	<i>[Signature]</i>	<input checked="" type="checkbox"/>	

Guest Sign-In On Next Page

District 5 Hospital Preparedness Planning Committee Inc.

Monthly Communications Test

November 16, 2017

Hospital	Radio	LiveProcess	Comments
Community - East		X	
Community - North	X	X	
Community - South	x	X	
Community - Heart Hospital	X	X	
Community Rehab Hospital	X	X	
Eskenazi Health Services	x	X	
Franciscan St. Francis Hospital - Carmel	x	X	
Franciscan St. Francis Hospital - Indianapolis	X	X	
Franciscan St. Francis Hospital - Mooresville	X	X	
Hancock Regional	x	X	
Hendricks Regional Health	X	X	
Indiana Blood Center (optional)	X	-	
Indiana Orthopedic Hospital (Optional)	x	-	
IU Health - Methodist		X	
IU Health - Riley	X	X	
IU Health - University Hospital		X	
IU Health - Morgan	X	X	
IU Health - North		X	
IU Health - Saxony		X	
IU Health - West	X	x	
IU Physicians Group	No Radio	X	
Johnson Memorial	X	X	
Kindred - Indianapolis	X	X	
Kindred-North	x	X	
Larue D Carter	X	X	
Neuropsychiatric Hospital of Indianapolis			
Major Hospital	X	X	
Rehabilitation Hosp. of Indiana	X	X	
Riverview Hospital	X	X	
Roudebush VA Med Center (optional)	-	X	
St. Vincent Indianapolis	X	X	
St. Vincent Carmel	x	X	
St. Vincent Peyton Manning Children's	X	X	
St. Vincent Heart Center of Indiana (optional)	-	X	
St. Vincent Fisher's Hospital	X	X	
St. Vincent Seton Specialty Hospital	X	X	
St. Vincent Women's Hospital	X	X	
Valle Vista Health Services	x		
Witham Anson Medical Center	X	X	
Witham Memorial	X	X	
Boone County Health Department		-	
Johnson County Health Department	X	-	
Hamilton County Health Department		-	

District 5 Hospital Preparedness Planning Committee Inc.

Monthly Communications Test

Hancock County Health Department		-	
Hendricks County Health Department		-	
Marion County Health Department	X	-	
Morgan County Health Department	X	-	
Shelby County Health Department	X	-	
ISDH Communication Trailer		-	
Medxcel Facilities	X		
MESH	X	-	
% RESPONSE: possible 41 hospitals and 8 health departments	86%	94%	
D-5 Officer Pager Test- 100%	_X_ Chair	_X_ Chair Elect	_X_ Hospital Rep _X_ Secretary _X_ Chair Emeritus

Overall Response 93 %