

## STARRS Healthcare Subcommittee

Regular Meeting  
Wednesday, January 20, 2021

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### Agenda & Meeting Objectives

- I. Review subcommittee membership roster & organizational representation; identify improvement opportunities
- II. Review & approve 2021 Healthcare Subcommittee Goal Development Plan, including goal/project leaders & members
- III. Discuss CY2021 subcommittee meeting model for regular business, leadership, & workgroups
- IV. Identify & approve CY2021 subcommittee liaison representatives
- V. Update subcommittee members on coalition/regional initiatives & opportunities

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## Review Meeting Minutes

- Last Meeting
  - Wednesday, November 11, 2020
  - Highlights:
    - Leadership Transition
      - New Chairs: J. Campbell & C. Minks
    - Action Item Matrix Review
      - No updates due to COVID-19
    - COVID-19 response & recovery partner discussion
- Next Steps
  - Review & approve

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## Announcements Healthcare Subcommittee Scope & Focus

- Membership Scope:
  - Hospitals & healthcare providers within STARRS geographic area
  - All CMS facility & provider types
- Focus:
  - Network of healthcare sector partners to
    - Facilitate constructive healthcare EM discussions & outcomes
    - Strengthen organizational & industry preparedness
    - Provide regulatory/accreditation compliance solutions

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## Announcements

### Healthcare Subcommittee Scope & Focus

- Coalition Role & Collaboration
  - Support Healthcare Coalition/ESF-8 Committee via
    - Providing sector-specific expertise & guidance to regional interdisciplinary EM planning initiatives
    - Participating in regional training & exercise projects
    - Performance of healthcare EM roles & responsibilities, in accordance with applicable coalition plans & programs
- Out-of-Scope
  - SMOC administration & management
  - Interdisciplinary regional strategic planning/coordination

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## Announcements

### Healthcare Subcommittee Scope & Focus

- Goal
  - Focused & purposeful Healthcare Subcommittee with advanced capabilities to:
    - Coordinate & communicate with healthcare EM partners
    - Develop regional healthcare EM programming
    - Strengthen organizational & industry preparedness capabilities
    - Support member organizational regulatory/accreditation compliance



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## New Business Membership Update

- Current Status

- Approximately eighty (80) individuals representing ~ fifty (50) organizations & agencies

- Charter Definitions

- **Members:**

- Healthcare organization representatives compliant with minimum attendance requirements
  - » Includes different provider & facility types such as Hospital, Healthcare System, Home Healthcare, ASC, Psychiatric Hospital, & Rehabilitation
- Members have one (1) vote each
- Healthcare organizations may have multiple member representatives

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## New Business Membership Update

- Current Status

- Approximately eighty (80) individuals representing ~ fifty (50) organizations & agencies

- Charter Definitions

- **Partners:**

- Non-healthcare organization & agency representatives seeking to collaborate on St. Louis regional healthcare EM projects & initiatives
- Healthcare organization representatives without minimum attendance requirements
- Partners do not have voting privileges

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## New Business Membership Update

- Healthcare Subcommittee Membership Form

- Instrument to update membership details:

- Member/Partner organization
- Facility Type or agency
- System affiliation
- Individual contact information
- Primary vs Secondary rep
- Volunteer support interest?
  - Liaison
  - Workgroup member/leader

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## New Business Membership Update

- Healthcare Subcommittee Membership Form

- Twenty-eight (28) entries

- 22 Healthcare Organizations
  - 16 Hospitals & Systems
  - 2 Psychiatric Facilities
  - 2 FQHCs
  - 1 ASC
  - 1 ESRD
- 6 Partners
  - EMA, Public Health, Fusion Center, IHE

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## New Business Membership Update

- Healthcare Subcommittee Membership Form
  - Twenty-eight (28) entries
    - 17 subcommittee liaison volunteers
    - 17 subcommittee workgroup volunteers
      - 5 project leaders/managers
      - 9 partner coordinators
      - 8 SME technicians
      - 4 data analysts

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## New Business Membership Update

- Recommendations
  - Membership Update
    1. Revise Charter to reflect membership updates
    2. Consider “membership resolution” to allow just one (1) voting member per individual healthcare facility or organization
- Next Steps
  - Discuss recommendations & membership tracking methods
  - Vote to approve
  - Analyze Membership Form entries & update membership roster with;
    - Primary Members
    - Delegates
    - Partners

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## New Business 2021 Goal Development Plan

- Overview
  - Healthcare-sector specific workplan to advance four (4) distinct goals
    - Modeled from current Healthcare Coalition Strategic Improvement Plan
    - Integrates 'objective management' methods for effectiveness
- Next Steps
  - Review individual goals, including proposed project objectives & associated deadlines
  - Discuss overall Goal Development Plan
    - Revise & approve goals/objectives
    - Identify goal leaders & teams

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## New Business 2021 Goal Development Plan

- Goal 1:
  - Cultivate an inclusive healthcare subcommittee that is reflective of the St. Louis community & includes representation from all provider types.

	Description	Deadline	Assigned Group/Leader
Objective 1A	Coordinate with local/state partners to identify applicable healthcare organizations and facilities within subcommittee geographic scope.	31-Jan	
Objective 1B	Review, verify, and update current subcommittee membership roster.	31-Jan	
Objective 1C	Develop healthcare subcommittee one-page summary sheet with membership responsibilities, benefits, enrollment details, and FAQs.	31-Mar	
Objective 1D	Distribute subcommittee summary sheet to all eligible healthcare organizations.	30-Apr	
Objective 1E	Monitor membership expansion and healthcare facility representation; revise strategy for Goal 1 achievement if/as required.	30-Jun	

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## New Business 2021 Goal Development Plan

- Goal 2:
  - Deliver healthcare/hospital outcomes defined in St. Louis Healthcare Coalition Strategic Plan.

	Description	Deadline	Assigned Group/Leader
Objective 2A	Coordinate with local/regional partners to establish healthcare organization executive and/or chief officer POC list.	28-Feb	
Objective 2B	Develop and distribute electronic survey to assess current healthcare organization senior leadership engagement and potential gaps in regional emergency management and healthcare coalition programs.	31-Mar	
Objective 2C	Analyze and report leadership survey results to subcommittee during May meeting.	31-May	
Objective 2D	Develop and distribute electronic survey to determine and rank specific membership portal needs/features.	31-Mar	
Objective 2E	Analyze and report membership portal survey results within during May meeting.	31-May	
Objective 2F	Identify potential portal solutions that support/resolve critical needs, as defined by survey results.	30-Jun	
Objective 2G	Establish portal solution for subcommittee membership and verify resolution of critical gaps.	30-Nov	
Objective 2H	Update contact information for all current and new subcommittee members.	28-Feb	

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## New Business 2021 Goal Development Plan

- Goal 2:
  - Deliver healthcare/hospital outcomes defined in St. Louis Healthcare Coalition Strategic Plan.

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Objective 2C	Analyze and report leadership survey results to subcommittee during May meeting.	31-May	
Objective 2D	Develop and distribute electronic survey to determine and rank specific membership portal needs/features.	31-Mar	
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Objective 2F	Identify potential portal solutions that support/resolve critical needs, as defined by survey results.	30-Jun	
Objective 2G	Establish portal solution for subcommittee membership and verify resolution of critical gaps.	30-Nov	
Objective 2H	Update contact information for all current and new subcommittee members.	28-Feb	

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## New Business 2021 Goal Development Plan

- Goal 3:
  - Elevate healthcare subcommittee visibility & accountability via production of semiannual reports.

	Description	Deadline	Assigned Group/Leader
Objective 3A	Coordinate with HCC Coordinator and partner subcommittee chairs to identify content/data to maximize report utility and relevance.	28-Feb	
Objective 3B	Develop DRAFT report outline and dashboard for review/approval by appropriate regional partners/leaders.	31-Mar	
Objective 3C	Distribute initial subcommittee report to full membership and designated partner recipients.	30-Jun	
Objective 3D	Incorporate applicable report revisions/improvements and distribute annual report to all recipients.	30-Nov	

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## New Business 2021 Goal Development Plan

- Goal 4:
  - Optimize healthcare subcommittee management via revision/alignment of applicable Charters, Bylaws, & other administrative materials.

	Description	Deadline	Assigned Group/Leader
Objective 4A	Verify all applicable documents are included in subcommittee review/revision scope.	31-Jan	
Objective 4B	Review current subcommittee Charter; document recommended edits and submit revised version to subcommittee for review/approval.	31-Mar	
Objective 4C	Coordinate with HCC Coordinator and ESF-8 Committee Chairs to strengthen alignment of approved Healthcare Subcommittee Charter with applicable coalition/STARRS administrative documents; support revision as appropriate.	30-Jul	
Objective 4D	Verify all applicable coalition and healthcare subcommittee management materials are aligned for optimal administrative coordination for upcoming year.	30-Nov	

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## New Business 2021 Goal Development Plan

- Next Steps
  - Discussion & recommendations
  - Identify & assign goal leaders
  - Vote to approve

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## New Business 2021 Meeting Model

- Maintain Regular Meeting schedule
  - Bimonthly; 2<sup>nd</sup> Wednesday from 0930 - 1100 hours
  - Regular business & discussion
- Establish Workgroup Meeting schedule/cadence
  - Monthly; set by leader & teams
  - Project & objective management
- Establish Subcommittee Chairs & HCC Coordination Meeting schedule
  - Monthly; 4<sup>th</sup> Wednesday from 1600 – 1700 hours
  - Subcommittee leadership & management

Meeting	Occurrence	Topics
Regular Meeting	Bimonthly; Second (2 <sup>nd</sup> ) Wednesday	<b>Normal Business:</b> Project reports & discussion, T/E opportunities, regional partner highlights, regulatory/accreditation updates,
Workgroup Meeting	Monthly; TBD per Workgroups	<b>Project Management:</b> Team coordination, task performance, progress assessment, & support need identification
Chairs/HCC	Monthly; Fourth (4 <sup>th</sup> ) Wednesday	<b>Leadership &amp; Oversight:</b> Goal trending assessment, administrative process review, meeting management

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## New Business Subcommittee Liaisons

- Current Status
  - Subcommittees pending liaison representative verification:
    - Mass Fatality
    - EMResource
    - Interoperable Communications
    - Training & Exercise
    - Public Health
    - EMS
- Next Steps
  - Discuss subcommittee purpose/scope & liaison role
  - Identify & approve liaison representatives

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## Subcommittee Workgroup Reports Pediatric Surge Planning

- Workgroup Highlights
- Goals/Initiatives Progress
- Upcoming Activities
- Challenges

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## Subcommittee Workgroup Reports Cache Sustainment Planning

- Workgroup Highlights
- Goals/Initiatives Progress
- Upcoming Activities
- Challenges

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## Subcommittee Workgroup Reports Others?

- Current Status
  - Pediatric Surge Planning
  - Cache Sustainment Planning
  - EMResource
- Next Steps
  - Verify all appropriate workgroups included in Healthcare Subcommittee report-out
  - Develop standardized, automated report submission process

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## Coalition Partner Updates Public Health

- [Sector Highlights](#)
- [Goals/Initiatives Progress](#)
- [Upcoming Activities](#)
- [Challenges](#)

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## Coalition Partner Updates EMS

- [Sector Highlights](#)
- [Goals/Initiatives Progress](#)
- [Upcoming Activities](#)
- [Challenges](#)

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## Coalition Partner Updates Emergency Management

- Sector Highlights
- Goals/Initiatives Progress
- Upcoming Activities
- Challenges

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## Regional Initiatives Complex Coordinated Terrorist Attack (CCTA)

- Program Highlights
- Goals/Initiatives Progress
- Upcoming Activities
- Challenges

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## Regional Initiatives Healthcare Coalition & SMOC

- [Coalition Highlights](#)
- [Goals/Initiatives Progress](#)
- [Upcoming Activities](#)
- [Challenges](#)

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## Training & Exercise Subcommittee Report

- [Training Program Updates](#)
- [Upcoming Regional Opportunities](#)
- [Drills & Exercise Updates](#)

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## Training & Exercise Organizational Opportunities

- Upcoming Training & Exercises
  
- Healthcare Reimbursement Webinar
  - “COVID-19 Recovery Funding for Health Care”
    - Federal funding sources
    - Assistance application steps/process
    - Compliance, reporting, & grant requirements

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## Grant Funding Update ASPR

- HPP
  
- PHEP

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## Grant Funding Update UASI

- TBD

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## Open Discussion

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## Action Item Review

- Meeting Action Items

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## Next Meeting

- STARRS Healthcare Subcommittee Meeting
  - Wednesday, March 10, 2021
  - 0930 – 1100 hours
  - Microsoft Teams

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THANK YOU!!



BARNES JEWISH  
Hospital  
EBC HealthCare

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