

**St. Louis Regional Healthcare Coalition
Healthcare Subcommittee
Regular Meeting**

Meeting Details

DATE: Wednesday, July 14, 2021	CONVENED: 0930 HRS	ADJOURNED: 1047 HRS
CHAIRS: C. Minks		

Attendance

MEMBERS:	L. Abrams	S. Austermann	B. Bagby	B. Barton	N. Blaes	C. Blank
	E. Brandmeyer	R. Charney	B. Chotrow	G. Christmann	N. Corliss	L. French
	J. Haalboom	J. Hendee	E. Hooks	T. Horton	S. Icenhower	M. Leasure
	B. Liedtke	J. Mahon	D. Mullen	J. O'Brien	V. Poston	S. Pratt
	J. Ryan	H. Sandkuhl	B. Smith	D. Sparks	A. Spier	M. Tanton
	N. Yanko					
PARTNERS:	B. Chambers	D. Chambers	K. Foerst	K. Hargrave	J. Nowak	S. Peterson
	T. Shaw	J. Whitaker	B. Zoref			

GUESTS:

TOPIC Focus	DISCUSSION/RECOMMENDATION Analyze	ACTION ITEMS Develop
Call to Order	Meeting called to order at 0930 hours by C. Minks via Teams.	No further action required.
Meeting Objectives	<p>C. Minks shared July meeting objectives:</p> <ol style="list-style-type: none"> 1. Review healthcare-specific training/exercise program development discussion outcomes and next steps 2. Update Healthcare Subcommittee Goal Development Plan via leader progress reports; identify any barriers to success 3. Discuss features, functionality, and funding of Healthcare Subcommittee membership website 4. Review/approve Healthcare Subcommittee CY2021 Mid-year Report 5. Update subcommittee members on coalition/regional activities, initiatives, & opportunities 	<p>Objective Complete</p> <p>Objective Complete</p> <p>Objective Complete</p> <p>Objective Complete</p> <p>Objective Complete</p>
Meeting Minutes	<p>Refer to Attachments A, A1 of meeting materials packet.</p> <p>C. Minks submitted draft meeting minutes from Wednesday, May 12, 2021 for review and approval.</p> <p>Discussion No discussion.</p> <p>Recommendation Approve as submitted.</p> <p>Decision M. Tanton motioned to approve; J. O'Brien seconded. Minutes approved as submitted.</p>	No further action required.
Announcements		
Introductions	C. Minks invited new members and partners to provide brief introduction.	

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Introductions cont.	<p>New Members during July include:</p> <p>Billy Chambers Region C Coordinator MO State Emergency Management Agency (SEMA)</p>	<p>Subcommittee welcomed new members.</p> <p>No further action required.</p>
Old Business		
HPP Annex Development Plan	<p>Refer to Attachment B of meeting materials packet.</p> <p>B. Zoref and D. Chambers provided the following updates:</p> <p><u>Current Status</u></p> <p>St. Louis Healthcare Coalition EID Annex submitted to ASPR June 30, 2021</p> <ul style="list-style-type: none"> - Annex is supplement to <i>St. Louis Regional Response Plan</i> - Annex is living document eligible for consensus revisions if/as needed <p><u>Next Steps</u></p> <ol style="list-style-type: none"> 1. Establish review & revision processes 2. Provide EID Annex education & training 3. Exercise EID Annex provisions to verify effectiveness 	<p>No further action required.</p>
Healthcare Sector-Specific T&E Program	<p>Refer to Attachment F of meeting materials packet.</p> <p>C. Minks shared the following updates:</p> <p><u>Current Status</u></p> <p>Initial Planning Meeting conducted Thursday, June 24.</p> <ul style="list-style-type: none"> - Reviewed existing challenges - Proposed short- and long-term solutions for capability development <p>Discussion evolved into healthcare EM “academy” model to identify and develop core competencies for regional healthcare EM professionals</p> <ul style="list-style-type: none"> - Adaptable, multi-layered strategic, operational, and tactical thinking - Interdisciplinary collaboration and coordination - Delivery of high-quality healthcare community goods and services - Drill/Exercise design and evaluation <p>S. Peterson submitted inaugural <i>St. Louis Healthcare EM Training Newsletter</i>, with upcoming training opportunities and registration instructions.</p> <p>Members appreciated healthcare EM training summary and registration details.</p>	<p>Team members encouraged to review newsletter and enroll in preferred training.</p>

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Healthcare Sector-Specific T&E Program cont.	<u>Next Steps</u> <ol style="list-style-type: none"> 1. Coordinate with Workgroup to finalize program details, and outline framework for implementation & monitoring 2. Update and distribute <i>St. Louis Healthcare EM Training Newsletter</i> with September meeting materials. 	<p>C. Minks to coordinate T&E workgroup and provide update during next meeting.</p> <p>S. Peterson to update and provide September newsletter prior to next meeting.</p>
Goal Development Plan Reports		
Goal 1: Membership & Recruitment	<p>Refer to Attachment C of meeting materials packet.</p> <p>C. Minks provided the following updates:</p> <p><u>Workgroup Highlights</u></p> <p>No meeting during this reporting period.</p> <p><u>Upcoming Activities</u></p> <p>Workgroup coordinating to:</p> <ul style="list-style-type: none"> - Complete membership data review - Develop DRAFT Healthcare Subcommittee “one-pager” <ul style="list-style-type: none"> o What is mission/purpose Healthcare Subcommittee? o Who are members and partners? o What are responsibilities and expectations? o What are benefits? <p>No challenges or barriers identified.</p> <p>Next workgroup meeting TBD.</p>	<p>A. Blevins to coordinate next workgroup meeting and provide update during next meeting.</p>
Goal 2: Support Technology	<p>J. O’Brien provided the following updates:</p> <p><u>Workgroup Highlights</u></p> <ul style="list-style-type: none"> - Three (3) meetings facilitated during this reporting period - Established workgroup mission: <ul style="list-style-type: none"> o Create a virtual environment where all regional healthcare provider types may connect to share common assets and information to foster regional collaboration - Reviewed web portals of partner coalitions to assess “quality” and generate working list of features/functions <p><u>“Good” Website Examples – Hyperlinked</u></p> <ul style="list-style-type: none"> - Central & West Central Healthcare Coalition - Colorado North Central Region Healthcare Coalition - Kansas Healthcare Coalitions - Missouri Society of Healthcare Engineers (MOSHE) 	

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<p>Goal 2: Support Technology cont.</p>	<p><u>Appealing Healthcare/Coalition Website Features</u></p> <ul style="list-style-type: none"> - Professional & modern look - Member login portal with membership directory - Events, meetings, & training calendar - Resource/documentation library – including T&E material <p><u>Solution Proposal</u></p> <p>J. O’Brien proposed three (3) solutions for Subcommittee consideration:</p> <p><u>St. Louis Area Regional Response System (STARRS)</u></p> <ul style="list-style-type: none"> - <u>Pros</u> <ul style="list-style-type: none"> o Already trying to fill the need - <u>Cons</u> <ul style="list-style-type: none"> o Limitations on approval & control o Lacking sustainable single-source funding <p><u>Missouri Hospital Association (MHA) Healthcare Coalitions</u></p> <ul style="list-style-type: none"> - <u>Pros</u> <ul style="list-style-type: none"> o Already hosted within MHA website o Potential access to new software platform – Live QI - <u>Cons</u> <ul style="list-style-type: none"> o Limitations on approval & control; time delay factors o Limitations to expand scope beyond member hospitals <p><u>eCoalition Web Design</u></p> <ul style="list-style-type: none"> - <u>Pros</u> <ul style="list-style-type: none"> o Positive feedback from ASPR Region VII partners o Basic web model includes all “good features” o Variable support contracts based on region/coalition needs & capability - <u>Cons</u> <ul style="list-style-type: none"> o Costs associated - approximately \$60 - \$110 / month depending on support contract <p><u>Discussion</u></p> <p>C. Minks and J. O’Brien facilitated discussion on workgroup progress, potential solutions, and next steps for long-term sustained success.</p> <p>1. Is regional healthcare website still anticipated to add value?</p> <p>Healthcare Subcommittee members shared consensus agreement that regional healthcare subcommittee website provides tremendous value.</p>	

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<p>Goal 2: Support Technology cont.</p>	<p>2. What are sustainable funding options?</p> <p>Team agreed HPP funds are most appropriate for St. Louis Healthcare Subcommittee and Healthcare Coalition website.</p> <p>Alternatively, healthcare system/organization financial contributions to STARRS may be appropriated to support design/maintenance of Healthcare Subcommittee website.</p> <p>3. Website administration and management responsibility?</p> <p>Team members suggested Healthcare Coalition site management be assigned to St. Louis Healthcare Coalition Coordinator, B. Zoref.</p> <p>Additionally, team recommended coalition subcommittee chairs have update/revision rights to website for discipline-specific updates.</p> <p>Team suggested St. Louis University (SLU) Computer Science students may be able to support initial site design as a program “capstone project”.</p> <p>D. Chambers shared STARRS staff are unable to manage/maintain Healthcare Subcommittee or Coalition website.</p> <p>4. What assets and functions are most important?</p> <p>Team agreed the following features are ideal:</p> <ul style="list-style-type: none"> - Professional, modern look - Member login portal with membership directory - Events, meetings, & training calendar - Membership progress report form and intake/request form links - Resource/documentation library – including T&E material <p>Team suggested also including links to external partner support agencies/resources.</p> <p>Team suggested including coalition site traffic/hit tracker to monitor success.</p> <p><u>Recommendation</u> Team recommended continued exploration of all website options, features, and deliverables; additional details and next steps to be shared during next meeting.</p> <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Coordinating with workgroup to define membership technology needs <p>Next workgroup meeting Tuesday, July 20 at 0900 hours.</p>	<p>J. O'Brien to coordinate next workgroup meeting and provide update during next meeting.</p>

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Goal 3: Subcommittee Report	<p>Refer to Attachment D of meeting materials packet.</p> <p>C. Minks provided the following updates:</p> <p><u>Workgroup Highlights</u></p> <ul style="list-style-type: none"> - DRAFT Healthcare Subcommittee Mid-Year Report submitted - Includes the following elements: <ul style="list-style-type: none"> o Subcommittee overview & participation o Goal Development Plan progress, outcomes, & outstanding actions o Membership & recruitment activity outcomes o Membership accomplishments, celebrations, & resources <p>Team members reported not reviewing <i>DRAFT Healthcare Subcommittee Mid-Year Report</i> prior to meeting and requested additional time prior to approval.</p> <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Distribute approved report to Healthcare Coalition & STARRS Board <p>No challenges or barriers identified.</p> <p>Next workgroup meeting is scheduled for July 28.</p>	<p>Mid-Year Report to be re-distributed with Healthcare Subcommittee meeting minutes, with 7 business day deadline for revisions/recommendations.</p> <p>J. Campbell to coordinate next workgroup meeting and provide update during next meeting.</p>
Goal 4: Subcommittee Administration	<p>C. Minks provided the following updates:</p> <p><u>Workgroup Highlights</u></p> <ul style="list-style-type: none"> - Workgroup met Friday, June 25 - Reviewed and commenced revision of CY2018 Charter <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Finalize Healthcare Subcommittee revision and editing - Distribute to members for review and approval - Coordinate with Healthcare Coalition Charter Workgroup to harmonize respective documents to maximize effectiveness <p>Next workgroup meeting TBD.</p>	<p>C. Minks to coordinate next workgroup meeting and provide update during next meeting.</p>
Goal Plan Summary	<p>C. Minks opened meeting for subcommittee goal plan development discussion.</p> <p>No additional discussion occurred.</p> <p>Goal plan to be updated based on leader updates.</p>	

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Goal Plan Summary cont.	<u>Next Steps</u> <ul style="list-style-type: none"> - Goal workgroup leaders schedule July and August meetings - Goal workgroup leaders submit electronic progress report form for September meeting update 	<p>All goal leaders to complete actions as approved.</p>
Workgroup Reports		
Pediatric Surge Planning	<p>C. Minks provided the following updates:</p> <p><u>Workgroup Highlights</u></p> <p>No meeting during this reporting period.</p> <p><u>Upcoming Activities</u></p> <p>SLCH hosting TEEEX Pediatric Disaster Response & Emergency Preparedness course September 30 - October 1, 2021</p> <ul style="list-style-type: none"> - Registration information available soon. <p>No challenges or barriers identified.</p> <p>Next workgroup meeting August 31, 2021.</p>	<p>M. Tanton to coordinate next workgroup meeting and provide update during next meeting.</p>
Coalition Partner Updates		
Public Health	<p>T. Shaw provided the following updates:</p> <p><u>Sector Highlights</u></p> <ul style="list-style-type: none"> - Continuing to support smaller COVID-19 vaccine clinics <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Monitoring COVID-19 delta variant case increases <p><u>Challenges</u></p> <p>No challenges reported.</p>	<p>T. Shaw provide update during next meeting.</p>
Emergency Medical Services (EMS)	<p>H. Sandkuhl provided the following updates:</p> <p><u>Sector Highlights</u></p> <ul style="list-style-type: none"> - Regional EMS collaborating with 911 dispatch partners to streamline COVID-19 questionnaire - Respiratory protection and etiquette being reinforced. <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - No upcoming activities <p>Next meeting TBD.</p>	<p>J. Nowak/H. Sandkuhl to provide update during next meeting.</p>

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Emergency Management	No report.	B. Chambers to provide update during next meeting.
EMResource	No report.	A. Blevins/B. Zoref to provide update during next meeting.
Interoperable Communication	No report.	T. Horton to provide update during next meeting.
Mass Fatality	No report.	K. Hargrave to provide update during next meeting.
New Business	Deliberately left blank.	
Regional Initiatives		
Healthcare Coalition & SMOC	B. Zoref provided the following updates: <ul style="list-style-type: none"> - Next meeting scheduled Friday, May 21 at 0900 hours. 	S. Icenhower/B. Zoref to provide coalition update during next meeting.
Training and Exercise		
T&E Subcommittee Report	S. Peterson provided the following updates: <p><u>Highlights</u></p> <ul style="list-style-type: none"> - J. Hendee approved by STARRS Board of Directors as Healthcare Subcommittee T&E Representative. <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Next T&E Subcommittee meeting scheduled August 10, 2021. 	S. Peterson to provide coalition update during next meeting.
Organizational T&E Opportunities	No organizational T&E opportunities shared.	No further action required.
Grant Funding Programs		
UASI, HPP, and PHEP	D. Chambers provided the following updates: <p><u>Grant Highlights</u></p> <ul style="list-style-type: none"> - St. Louis Regional Response Plan – Burn Annex pending - Missouri State preparing to develop state-wide COVID-19 After Action Report (AAR) 	D. Chambers to provide update during next meeting.
Regulatory/Accreditation		
Survey Activity	S. Austermann provided highlights from recent TJC EM mock survey at Progress West Hospital. <ul style="list-style-type: none"> - COVID-19 incident analysis and After Action Report (AAR) - New employee orientation specific to emergency management roles/responsibilities - Hospital decontamination capabilities - Self-Sustainability Analysis (SSA) and 96-hour plan - Licensing/credentialing for independent practitioners 	

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Survey Activity cont.	<p>G. Christmann provided highlights from recent TJC EM survey at St. Luke’s Hospital.</p> <ul style="list-style-type: none"> - Concurred with Progress West mock survey elements - Succession and Continuity of Operations (COOP) planning 	<p>No further action required.</p> <p>Subcommittee members to share relevant EM survey experience during upcoming meetings.</p>
Open Discussion		
COVID-19 Delta Variant Surge	<p>J. O’Brien encouraged team members to prepare for potential surge volumes and service shortages due to likely COVID-19 Delta variant-related cases.</p> <p>Team members discussed EMResource variations and discrepancies related to COVID-19 data submission throughout Missouri.</p>	<p>Updates and next steps to be reviewed during standing SMOC update calls.</p> <p>No further action required.</p>
Medical Examiner Office Award	<p>K. Hargrave reported St. Louis Medical Examiner’s Office recently received “Top Referral Agency Award” from Mid America Transplant Center, due to compassionate and consistent referrals for families to consider tissue and organ donations for community benefit.</p>	<p>Team members expressed appreciation and congratulations.</p> <p>No further action required.</p>
Resources and Literature		
ASPR TRACIE – The Express	<p>Refer to Attachments E, E1 of meeting materials packet.</p> <p>J. Campbell shared two (2) issues of ASPR TRACIE – The Express. Featured topics included</p> <ul style="list-style-type: none"> - CMS EM regulatory requirement update - COVID-19 vaccine champions - Medical supply chain responses during COVID-19 - Hospice and Homecare in rural communities - Innovations in Patient Surge Management 	<p>No further action required.</p>
Meeting Conclusion		
Action Item Review	<p>C. Minks reviewed action items from July meeting:</p> <p><u>Goal Development Plan</u></p> <ul style="list-style-type: none"> - Goal workgroup leaders facilitate July and August meetings, then share progress/outcomes via electronic Healthcare Subcommittee Report Submission Form <p><u>Healthcare Sector Specific T&E Program</u></p> <ul style="list-style-type: none"> - C. Minks to coordinate T&E workgroup initial meeting and provide update during next meeting. <p><u>Healthcare Subcommittee Mid-Year Report</u></p> <ul style="list-style-type: none"> - J. Campbell to distribute DRAFT Mid-Year Report for approval prior to next meeting. 	
Next Meeting	<p>Wednesday, September 8, 2021 0930 – 1100 hours Microsoft Teams</p>	<p>No further action required.</p>
Adjournment	<p>C. Minks adjourned the meeting at 1047 hours</p>	<p>No further action required</p>

Respectfully submitted,

Jason Campbell
Chair
STARRS Healthcare Subcommittee