

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

Meeting Details

DATE: Wednesday, September 08, 2021	CONVENED: 0930 HRS	ADJOURNED: 1039 HRS
CHAIRS: J. Campbell C. Minks		

Attendance

MEMBERS:	S. Austermann	N. Blaes	E. Brandmeyer	R. Carter	R. Charney	B. Chotrow
	G. Christmann	L. French	E. Hooks	T. Horton	S. Icenhower	B. Liedtke
	C. Matthews-Snow	D. McDonald	D. Mullen	V. Poston	H. Sandkuhl	E. Timmer
	N. Yanko					
PARTNERS:	B. Chambers	D. Chambers	N. Kohlberg	S. Peterson	A. Taylor	B. Zoref
	J. Langan					

GUESTS:

TOPIC Focus	DISCUSSION/RECOMMENDATION Analyze	ACTION ITEMS Develop
Call to Order	Meeting called to order at 0930 hours by J. Campbell via Teams.	No further action required.
Meeting Objectives	<p>J. Campbell shared September meeting objectives:</p> <ol style="list-style-type: none"> 1. Update Healthcare Subcommittee Goal Development Plan via leader progress reports; identify any barriers to success 2. Review/approve Healthcare Subcommittee CY2021 Charter 3. Update subcommittee members on coalition/regional activities, initiatives, & opportunities 	<p>Objective Complete</p> <p>Objective Complete</p> <p>Objective Complete</p>
Meeting Minutes	<p>Refer to Attachments A, A1, & A2 of meeting materials packet.</p> <p>C. Minks submitted draft meeting minutes from Wednesday, July 14, 2021 for review and approval.</p> <p>Discussion No discussion.</p> <p>Recommendation Approve as submitted.</p> <p>Decision C. Christmann motioned to approved; H. Sandkuhl seconded. Minutes approved as submitted.</p>	No further action required.
Announcements		
Introductions	<p>J. Campbell invited new members and partners to provide brief introduction.</p> <p>New Members during September include:</p> <p>Joanne Langan Disaster Preparedness Coordinator SLU Valentine School of Nursing</p> <p>Scott Austermann Manager, Endoscopy BJC Progress West</p>	Subcommittee welcomed new members. No further action required.

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Participant Roster Update	<p>Refer to Attachments F of meeting materials packet.</p> <p>J. Campbell provided updates on the electronic participant form and Participant Roster progress.</p> <p>Current roster reflects new participants gained via recruitment efforts, and career transitions for regional partners. Participant breakdown as follows:</p> <table border="1" data-bbox="423 436 797 617"> <thead> <tr> <th>Participant Type</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Total Participants</td> <td>45</td> </tr> <tr> <td>Healthcare Representatives</td> <td>36</td> </tr> <tr> <td>Voting Members</td> <td>23</td> </tr> <tr> <td>Delegate Representatives</td> <td>13</td> </tr> <tr> <td>Partners</td> <td>9</td> </tr> </tbody> </table> <p>Participant Roster used as the primary directory used for subcommittee business, including email correspondences and meeting notices.</p> <p>Participant form remains active for new submissions, accessible via this link: Healthcare Subcommittee Participant Form</p>	Participant Type	Total	Total Participants	45	Healthcare Representatives	36	Voting Members	23	Delegate Representatives	13	Partners	9	<p>J. Campbell to provide update during next meeting.</p> <p>New participants to submit form entry, as needed.</p>
Participant Type	Total													
Total Participants	45													
Healthcare Representatives	36													
Voting Members	23													
Delegate Representatives	13													
Partners	9													
Old Business	Deliberately left blank.													
Goal Development Plan Reports														
Goal 1: Membership & Recruitment	<p>Refer to Attachment B of meeting materials packet.</p> <p>J. Campbell provided the following updates:</p> <p><u>Workgroup Highlights</u></p> <p>No meeting during this reporting period.</p> <p>J. Campbell shared workgroup leader transition.</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” <p>No challenges or barriers identified.</p> <p>Next workgroup meeting TBD.</p>	<p>J. Campbell to coordinate next workgroup meeting and provide update during next meeting.</p>												
Goal 2: Support Technology	<p>C. Minks provided the following updates:</p> <p><u>Workgroup Highlights</u></p> <ul style="list-style-type: none"> - Defined 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. 													

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Goal 2: Support Technology cont.	<ul style="list-style-type: none"> - eCoalitions developed STL Healthcare Subcommittee prototype website for review/consideration <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Coordinating with workgroup to review website design and contract proposal <p>Next workgroup meeting Wednesday, October 6 at 1300 hours. Participants to include workgroup members and STARRS leadership.</p>	<p>J. O'Brien to coordinate next workgroup meeting and provide update during next meeting.</p>
Goal 3: Subcommittee Report	<p>J. Campbell provided the following updates:</p> <p><u>Workgroup Highlights</u></p> <ul style="list-style-type: none"> - Healthcare Subcommittee Mid-Year Report approved and submitted to Coalition leadership and STARRS BOD. <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Collecting feedback, suggestions, and new content ideas for CY2021 Final Report. <p>No challenges or barriers identified.</p>	<p>Participants provide revision and improvement feedback to J. Campbell by Nov 30, 2021.</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 completed revision and submitted DRAFT CY2021 Charter to Subcommittee for review/discussion and approval <ul style="list-style-type: none"> o Included under "New Business" - Workgroup members participating on Healthcare Coalition Charter Workgroup to create linkages/harmony within charters <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Coordinate with Healthcare Coalition Charter Workgroup to harmonize respective documents to maximize effectiveness 	<p>C. Minks to coordinate next workgroup meeting and provide update during next meeting.</p>
Goal Plan Summary	<p>J. Campbell opened meeting for subcommittee goal plan development discussion. No additional discussion occurred.</p> <p><u>Next Steps</u></p> <ul style="list-style-type: none"> - Goal workgroup leaders schedule September and October meetings - Goal workgroup leaders submit electronic progress report form for November meeting update 	<p>All goal leaders to complete actions as approved.</p>

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Workgroup Reports		
Pediatric Surge Planning	<p>J. Campbell 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> <p>No challenges or barriers identified.</p> <p>Next workgroup meeting TBD</p>	<p>Participants encouraged to register once details available.</p> <p>M. Tanton to coordinate next workgroup meeting and provide update during next meeting.</p>
Coalition Partner Updates		
Public Health	<p>N. Kohlberg provided the following updates:</p> <p><u>Sector Highlights</u></p> <ul style="list-style-type: none"> - Regional COVID-19 vaccine booster clinics pending <p><u>Upcoming Activities</u></p> <ul style="list-style-type: none"> - Monitoring COVID-19 delta variant case increases and coordinating for larger vaccine booster clinics, as anticipated. <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"> - EMS still experiencing higher staff transmission - Updating EMS community education for broader virtual capabilities <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>
Emergency Management	<p>B. Chambers reported EMAs continuing to support regional and coalition partners.</p>	<p>B. Chambers to provide update during next meeting.</p>
EMResource	<p>G. Christmann reported EMResource progress halted due to COVID-19 delta variant surge. No new features to be considered until healthcare conditions/environment more appropriate.</p>	

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EMResource cont.	H. Sandkuhl reported additional discussion during regional EMResource meeting focused on single sign-on. Discussions to continue during next meeting.	A. Blevins/B. Zoref to provide update during next meeting.
Interoperable Communication	<p>T. Horton reported supporting healthcare partners with 700 and 800 MHz system handheld radio frequency verification. Specific questions/concerns were related to code-plugs and full interoperability between discipline-specific talk groups.</p> <p>Reported potential gap is SMOC duty officer radio ability to interface with EM radios for Charity Classic Golf Tournament.</p> <p>C. Christmann shared proper code plugs were installed in 2018, but legal agreements between individual HSOs and State of Missouri authorities challenge universal information sharing.</p> <p>Recommend Interoperable Communication Subcommittee review MOSWIN and SLATER talk groups with B. Marler, and identify necessary next steps for full functionality.</p> <p>No major updates to occur during COVID-19 surge activity.</p>	T. Horton provide update during next meeting
Mass Fatality	No report.	K. Hargrave to provide update during next meeting.
New Business		
Healthcare Subcommittee Revised Charter	<p>Refer to Attachment C and C1 of meeting materials packet.</p> <p>J. Campbell reported the following details:</p> <p><u>Current Status</u></p> <p>St. Louis Healthcare Subcommittee Charter reviewed by Goal workgroup, with suggested revisions and improvements submitted for approval. All revisions to previous version reflected via “Track Changes” and embedded comments.</p> <p><u>Revision Overview</u></p> <ul style="list-style-type: none"> - Reformatted Charter into five (5) distinct sections: <ul style="list-style-type: none"> o Overview o Participation o Structure o Meetings o Voting - Added Charter purpose and January 2021 mission statement - Incorporated March 2021 revised participant definitions - Expanded participation benefits and responsibilities - Clarified roles and structure, and added leadership eligibility, terms. and transitions - Established standard work and management for all meeting types 	

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Healthcare Subcommittee Revised Charter cont.	<ul style="list-style-type: none"> - Strengthened voting processes and measures via: <ul style="list-style-type: none"> o Verifying quorum standards o One (1) vote allocation for individual Healthcare Organizations o Defining primary and secondary voting officiants o Detailing standard and alternative voting methods, including conditions - Added standard business matrix to <ul style="list-style-type: none"> o Define leadership duties/terms o Outline core functions, deliverables, and frequency of standard work <p>Discussion No discussion.</p> <p>Recommendation Approve revised Charter as submitted.</p> <p>Decision E. Hooks motioned to approved; G. Christmann seconded.</p> <p>Voting members unanimously approved revised Charter.</p> <p>Next Steps</p> <p>Continue coordination with Healthcare Coalition Executive Committee Charter review workgroup to create linkages between administrative documents</p>	<p>J. Campbell to distribute new STL Healthcare Subcommittee Charter with meeting minutes.</p> <p>S. Icenhower/B. Zoref to provide update during next meeting.</p>
Regional Initiatives		
Healthcare Coalition & SMOC	<p>B. Zoref provided the following updates:</p> <ul style="list-style-type: none"> - Last meeting occurred Friday, July 16, 2021 <ul style="list-style-type: none"> o August meeting cancelled due to lack of content and busy schedules - SMOC thrice-weekly meetings continue <ul style="list-style-type: none"> o Includes state partners - SMOC is monitoring Charity Classic Golf Tournament activity, with V. Poston and S. Icenhower as POCs. <ul style="list-style-type: none"> o No concerning reports or activity to date - Next meeting scheduled Friday, September 17 at 0900 hours. 	<p>S. Icenhower/B. Zoref to provide coalition update during next meeting.</p>
Training and Exercise		
T&E Subcommittee Report	<p>Refer to Attachment D of meeting materials packet.</p> <p>S. Peterson provided the following updates:</p> <ul style="list-style-type: none"> - Thank you for participating in regional T&E needs survey <ul style="list-style-type: none"> o Healthcare EM submitted the most responses! 	

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T&E Subcommittee Report cont.	<u>St. Louis UASI THIRA/SPR 2021 Exercise Series</u> <ul style="list-style-type: none"> - Registration link: https://www.surveymonkey.com/r/THIRASPR - Five (5) virtual TTXs focused on specific mission areas & core capabilities - Cross-functional & cross-agency participation 	Participants encouraged to register. 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: <u>Grant Highlights</u> <ul style="list-style-type: none"> - Anticipating reactionary HPP/PHEP funding post-COVID-19 - Missouri State continuing to develop state-wide COVID-19 After Action Report (AAR) - Regional Coalition Surge Test (CST) requirement from ASPR updated <ul style="list-style-type: none"> o Initial indications is a higher-quality exercise with more relevant and actionable outcomes 	D. Chambers to provide update during next meeting.
Regulatory/Accreditation		
TJC New EM Chapter	J. Campbell reported the following details related to TJC EM SRP: <u>Current Status</u> <ul style="list-style-type: none"> - Proposed new EM Chapter currently in Field Review for broader comments and input - SRP to review feedback and submit final revisions/recommendations to TJC by Sept 29, 2021 <u>Revision Summary</u> Review, discussion, and editing within 4 phases aligned to key program elements <ul style="list-style-type: none"> - Leadership support and administration of EM programs - Program activities aligned to each EM phase - Program activities aligned to TJC six (6) critical EM areas - Outputs and outcomes effectiveness monitoring Expands EM requirements in: <ul style="list-style-type: none"> - Continuity of Operations (COOP) and Crisis Standards of Care (CSC) - Staff education and training competence - Program effectiveness monitoring/evaluation <ul style="list-style-type: none"> o drills/exercises, reporting, & performance metric integration 	

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TJC New EM Chapter cont.	<u>Next Steps</u> <ul style="list-style-type: none"> - Anticipated implementation CY2022 - New standards implementation likely to have positive effect on actual hospital disaster outcomes 	No further action required.
Survey Activity	<p>C. Minks provided highlights from recent TJC EM mock survey at SSM St. Charles and De Paul hospitals.</p> <p>EM specific highlights include:</p> <ul style="list-style-type: none"> - Surveyor alluded to “next generation” of TJC EM chapter - COVID-19 incident analysis and After Action Report (AAR) - Exercise activity and corrective action management - Staff support, including well-being and burnout management <p>Surveyor had military background and relevant EM experience.</p>	<p>No further action required.</p> <p>Subcommittee members to share relevant EM survey experience during upcoming meetings.</p>
Open Discussion		
HRSA Regional Pediatric Pandemic Network	R. Charney announced appointment to Site Director of U.S. HHS Health Resources & Service Administration (HRSA) Regional Pediatric Pandemic Network Grant. Dr. Charney leads one (1) of five (5) sites in the country.	Subcommittee congratulated Dr. Charney on the appointment. No further action required.
National Preparedness Month	<p>J. Campbell announced September 2021 as National Preparedness Month, and highlighted weekly themes and readiness tools.</p> <p>Weekly themes to celebrate and encourage emergency management activity include:</p> <ul style="list-style-type: none"> - Week 1: Make a Plan - Week 2: Build a Kit - Week 3: Cost-Efficient Preparedness - Weekly 4: Youth EM Engagement <p><u>CDC Webinar</u></p> <p>#BringDownBarriers to Emergency Preparedness & Response</p> <ul style="list-style-type: none"> - Sept 15 at 1200 hours CST - https://www.zoomgov.com/j/1600814729?pwd=Njc4YUxvYzNTSUZ5em9NOWF5TElPUT09%20 	<p>Participants encouraged to register.</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. August featured topics include:</p> <ul style="list-style-type: none"> - COVID-19 pediatric lessons - Support service role(s) during hospital disasters - Suicide & mental health management - HPP funding opportunity announcements 	No further action required.

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Meeting Conclusion		
Action Item Review	<p>J. Campbell reviewed action items from September 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 Subcommittee Charter</u></p> <ul style="list-style-type: none"> - J. Campbell and C. Minks to continue coordination with STL Healthcare Coalition Executive Committee Charter Review workgroup to improve synergy between regional governance documents. <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. 	
Next Meeting	<p>Wednesday, November 10, 2021 0930 – 1100 hours Microsoft Teams</p>	No further action required.
Adjournment	J. Campbell adjourned the meeting at 1039 hours	No further action required

Respectfully submitted,

Jason Campbell
Chair
STARRS Healthcare Subcommittee