



Tri-Cities Medical Response System
Strengthening Emergency Response through Collaboration

Tri-Cities Medical Response System
Steering Committee Minutes
February 15, 2019

Start Time – 1001

I. Roll Call: Completed by Cody Samuelson

a. Present:

- i. Adams County EMA
- ii. Brodstone Memorial Hospital- Diane Littrell
- iii. Buffalo County EMA
- iv. Clay County EMA
- v. Central District Health Department
- vi. Central Nebraska Medical Reserve Corps
- vii. CHI Health Good Samaritan
- viii. Merrick Medical Center
- ix. Memorial Community Health
- x. Jennie M. Melham Memorial
- xi. Kearney County Health Services
- xii. Kearney Regional Medical Center
- xiii. Loup Basin Public Health Department
- xiv. Mary Lanning Healthcare
- xv. Memorial Community Health
- xvi. South Heartland Health Department
- xvii. CHI Health St. Francis
- xviii. South Heartland District Health Department
- xix. Two Rivers Public Health Department
- xx. Region 3 Behavioral Health Services
- xxi. TRIMRS Coordinator
- xxii. NRDHRE: Casey, Michelle, Jacob

II. What's on Top?

- a. **What's on Top not discussed due to time constraints**

III. Minutes from January 18, 2019 reviewed by committee

- a. Motion to approve the minutes – Jim, Second – Dale, Discussion – None

IV. Financial Report – Financial Subcommittee held first meeting prior to Steering Meeting

- a. Motion to approve – Jim Morgan, Second – Renae Jacobson, Discussion – None

V. Presentation of NRDHRE Project and Surge Workshop

- a. Casey, Michelle, and Jacob presented information for the NRDHRE project and surge workshop; there is grant money for emergency preparedness. Software would be used to assist with emergencies and disasters, with automated patient tracking, volunteer management, etc.
- b. Jim Morgan voiced concerns about the Knowledge Center program
- c. Darrin Lewis voiced support of the Knowledge Center program



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VI. CNMRC

- a. CNMRC Coordinator Ron Pughes provided updates.
 - i. Kearney Special Olympics and Minden in the next week
 - ii. Go Bag Project
 - iii. Jim Morgan inquired about Long Term Care facility in South Heartland Health Department's district needing a Volunteer Plan and if CNMRC could assist
 - iv. CNMRC, TRIMRS, and regional ERCs are continuing work on a plan for vulnerable populations

VII. Old Business

- a. New Coordinator
 - i. Cody Samuelson is the new TRIMRS Coordinator as of January 7, 2019. He can be reached at csamuelson@trphd.org 888-669-7154 (office) or 308-991-9842 (cell).
- b. New Executive Committee Members / Elections
 - i. Diane Littrell explained to the group that she had received 11 votes for Executive Committee members.
 - ii. Cody clarified that the existing bylaws do not specify a quorum limit for Executive Committee voting, quorum for general voting purposes is 10.
 - iii. Clarification was provided that the votes received (11) were single votes from voting members, i.e. a voting member did not have more than one vote submitted or counted from within the same agency.
 - iv. There were no write ins, no new nominations for Executive Committee positions, and all 11 votes were for current members to remain in current chair positions.
 - v. Dale Bye made a motion to approve and accept the votes. Renae Jacobson seconded the motion.
 - vi. Cody opened the floor for further discussion and asked all members in favor of approving and accepting the votes to say 'aye' and those opposed to approving and accepting the votes to say 'no'. The only audible sign from voting members was 'aye' to approve.
- c. Kearney TRIMRS trailer
 - i. Cody will be giving notice of the intention to remove the TRIMRS trailer from storage unit in Kearney
 - ii. Cody has inquired if the Loomis Fire Department would be interested in providing storage of a trailer at their fire hall, no definitive answer at this time.
 - iii. Cody will continue to look for a place to store the trailer.
- d. Decon First Responder or Train the Trainer
 - i. Diane at Brodstone Memorial Hospital informed the group that she did not have an update from the Center for Preparedness to host a train the trainer course on decontamination.
- e. Committees: Reforming, Reviving, Etc.
 - i. Discussion on having the Designing / Drill Planning Subcommittee meet
 - ii. Jim Morgan expressed the idea that regional Emergency Response Coordinators should be part of the subcommittee to fall in line with work plan items of the PHEP and HPP grants.
 - iii. Discussion about using March 27th tornado drills as evacuation exercises for members; Subcommittee will attempt to meet to plan for this.
- f. Any new business forum:
 - i. Request for outlook invites for the meetings

VIII. New Business

- a. Cody discussed creating a cloud storage and information sharing folder or site specific to TRIMRS for contact information, forms, policies, agendas, minutes, etc.
 - i. Cody would prefer to use a service that is free, such as Dropbox.
 - ii. CHI policies do not allow their personnel to utilize Dropbox.
 - iii. Leeta and Jim provided feedback.



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iv. There is historical information placed on a google site made for TRIMRS by Laura Meyers. Cody would collect this information and incorporate it into a new system.

v. More discussion to come.

b. Ebola training funding

i. Suggestion to continue using the money to replace the PAPRS with the funding money

ii. Several hospitals still need to trade in or buy new PAPRS

iii. It was thought that the former Coordinator Dustin Handley was working with 3M to get a large trade in discount for all hospitals that had PAPRS purchased or funded by TRIMRS. It is unknown where that process currently stands at this time.

iv. There are several outstanding reimbursements needing to be paid, Cody is working to get those paid up in the best way possible that would be covered in the event of an audit. These outstanding reimbursements are for mileage and funding requests that were previously approved.

v. There is about \$8,000 of Ebola funding that needs to be used by the end of June.

c. Med 4 issues

i. There have been some Med 4 and satellite phone issues. Historically they were both purchased by TRIMRS, but the facilities housing Med 4 and those that didn't return satellite phones are to maintain the cost and upkeep of the equipment.

ii. Valley County incurred costs with a Med 4 antenna, Dustin Handley was to work with Darrin Lewis to follow up. Cody will work with Darrin to resource a potential solution.

d. Knowledge Center

i. **Will be discussed at a later time out of respect to members' time.**

ii. A workshop (April 30th) and training(s) (to be determined) will provide further information on Knowledge Center as well.

IX. Next Meeting

a. Steering Committee Meeting April 19th at CHI Health Good Samaritan

X. Close

a. Motion to adjourn made by Darrin Lewis, second by Elaine.

Adjourned at 11:00

******More detailed minutes on specifics items are available upon request to Cody******