

Meeting Minutes



Team: Core Planning Team
Pueblo County Sherriff's Office of Emergency Management

Date: January 17, 2020

Time: 9:00 a.m.

Attending: Dave McGraw, Spanish Peaks Regional Medical Center, Justin Carbee, Health Solutions, Captain Paul Toth, Pueblo County Sheriff's Office, Doug Park, Bruce McCandless Veterans Living Center, Elisa Livengood, Custer County Health Dept., Lori Silva, HCC Coordinator

Place: Pueblo, Colorado

12/20/2019	Meeting Topics	Presenter
9:15 a.m.	Called to order 9:05 a.m. Minutes approved from December 2019 meeting.	Dave McGraw
Discussion Items	<p>FY 21 Budget:</p> <ul style="list-style-type: none"> FY 21 budget was reviewed and compared to 2019-2020 budget. Current budget items from the Las Animas Huerfano County Health Department were reviewed and discussed. A DRAFT budget needs to be submitted to CDPHOEPR by January 31, 2020 to meet the deliverable deadline. Approved The LAHCHD was invited to attend the meeting, however, due to scheduling conflicts was not able to attend. We will work on scheduling a time to discuss the fiscal elements. 	
	<p>Workplan:</p> <ul style="list-style-type: none"> The FY 2020-2021 Workplan was distributed and discussed. Curt Drennen presented the Response Coordinators the SOW through year 2014. The workplan was updated with new deliverables and performance measures for FY 21. Deliverables and performance measures that are not due next year were discussed and will be made a part of the 5-year strategic plan. <p>Workgroups:</p> <ul style="list-style-type: none"> Pediatric Annex – Elisa Livengood reported that a conference call was held on January 16th with members of the workgroup. Each member was given an assignment and will report back. Lori has a sign in sheet and work log to keep track of work performed. Transfer agreements were discussed with most hospital having MOU's. We will look at the AFN population as well. Most workgroup members 	All

	<p>will attend the Pediatric Annex Webinar in February prior to completion of the annex.</p> <ul style="list-style-type: none"> • Mission Essential Functions –Capt. Paul Toth reported that he spoke to Curt Drennen. We are in the first stage of building the SRHCC COOP Plan. Exercises were provided through the Quarterly Communications Drill to help members begin thinking about a COOP Plan for their agencies. Lori will forward workgroup names to Paul. • 5 Year Strategic Plan – Justin Carbee reported that he has started to look at strategic plan. Lori will provide information and workgroup names along with the DRAFT SOW through year 2024. <p>Other Discussion Items:</p> <ul style="list-style-type: none"> • CST Planning and Discussion- Captain Toth will discuss with Larisa Orgindulph regarding contracting this out. • Technical Assistance Requests are due 3/31/20- this is a discussion item at the HCC Coordinator meeting in February to find out more information. • Inclusion of Volunteers in Med Surge – discussed volunteers and CVM. • Website Update – Lori talked to two other HCC’s. One HCC uses Google Sites, which is free. The other pays a fee. Lori will check how much a website would cost. We will ask members if they have access to Google. • Anniston – this will be an agenda item for the Quarterly Meeting on Feb. 4th to see if there is enough interest to be able to put a group together in order to attend. 	
	<p>Quarterly SRHCC Agenda Items:</p> <ul style="list-style-type: none"> • Pandemic Influenza Tabletop discussion will take up most of the agenda. Other items: • Google site – who can’t access • Anniston Group 	All
	<p>What’s the Buzz? Announcements: Upcoming trainings:</p> <ul style="list-style-type: none"> • March 2-3, 2020 -PIO Training • March 20, 2020 – Psychological First Aid • April 2, 2020 • Dave reported that he is working on tabletop exercises and IC training that he will do as EPR training. Discussed the use of legos with exercises. Dave will get information to the CPT. 	All

	<ul style="list-style-type: none">• Justin will be looking at active shooter exercises and recovery.	
Action Items	<ul style="list-style-type: none">• Paul- Contact Larisa Orgindulph• Dave- Information regarding the use of Legos in exercises• Lori – Website costs/can you access google?• Lori – Calendar to Dr. Weber	
	Next Meeting March 20, 2020	