



## **SRHCC Core Planning Team Meeting**

**September 18, 2020**

**Regular Meeting Telephone Conference via GoToMeeting**

**9:00 a.m. – 12:00 p.m.**

Due to local and state mandates, CPT meeting was held via teleconference.

Attendance: Dave McGraw, Spanish Peaks Regional Health, Paul Toth, Pueblo Sheriff's OEM, Rob Bukovac, LAHCDHD, Kevin Weber, MD, Clinical Advisor, Lori Silva, SRHCC Coordinator

900 a.m. Meeting called to order by Dave McGraw

Review and approval of August 21, 2020 CPT meeting. Approved with no changes.

**HCC Council Report:** Lori Silva reported that Corbin Sanchez had volunteered to be back up for Desiree Lipka. Desiree was not able to attend CPT meeting.

**Clinical Advisor Report:** Dr. Weber reported he attended the Pueblo County CCEP meeting. During the review of the Pueblo AAR/IP's the November 2019 Huerfano County bus accident was reviewed. Dr. Weber was included in the discussion and talked about the coordination between EMS, hospitals, State Patrol to get all victims to health facilities.

### **New Business:**

#### **Deliverable Discussion:**

- Governance Document was reviewed and discussed. Changes to include, dates, CPT members, the usage of virtual meeting venue. Discussed the HPP Funding section to possibly move away from HPP funding of facility projects and move to award funding dependent on participation on teams in the HCC with deliverable projects. The awarded facilities for participation could use the funds any way they chose as long as it is used for their facility preparedness programs. This would meet the HCC requirements and take the responsibility of the equipment and supplies off the HCC. If a facility had a special need the CPT would consider the request. Rob Bukovac from the LAHCHD discussed the auditor needs for HCC insurance, inventory, etc. The HCC requirements for the grant were discussed and it is determined the HCC could prove the funds were spend awarding facilities for HCC participation to mee the grant requirements. This also takes the burden of the Fiscal Agent for tracking of equipment and supplies. The Governance Document was approved pending review from Rob Bukovac.
- Response Plan as reviewed and discussed. Additional changes to the plan included CPT members, Pediatric Annex, virtual meetings, a more detailed scope of each entity's



responsibilities, and wording changes to meet the requirements of the Response Plan Checklist. Mass communication was tool was discussed. All changes were approved.

- Strategic Plan Final Review-Lori Silva discussed the Strategic Plan development from the DRAFT plan. This team was led by Justin Carbee. Strategic Plan was approved.
- Information Sharing of Essential Elements of Information Plan was reviewed and discussed. The Standard Operating Procedure for the HCC to provide ASPR Elements of Information was discussed. The HCC Coordinator will call/email hospital and nursing homes to complete and return the information required by ASPR within 24 hours. HCC Coordinator will then submit information to the State. EMResources was discussed as a platform to gather and store information. Lori Silva has a meeting with EMResource individuals from CDPHE to discuss. Approved.
- Signature sheet – Lori Silva will get with other HCC's to see how they are doing their signature sheet.

#### **Upcoming Deliverables that could be workgroups to award funding:**

- All upcoming deliverables were discussed and how teams could be developed to be awarded funding to support their facility preparedness programs. Discussion followed regarding the challenges of members not savvy about the deliverables that are coming up. CPT may need to lead the workgroups. Lori Silva will put out an email to see if any facilities are interested in participating on a team to develop HCC deliverables and acquire funding for their facilities. Other items discussed were website development and a mass communication tool.

#### **Other ongoing business:**

- HPP Funding part 1 (\$25,000). The Centers for Specialty Care in Pueblo has offered their warehouse for storage of SRHCC PPE. Discussion followed regarding a fee, or free space, hours of operation, security, temperature. Hours of operation was discussed. Dave McGraw indicated there should be a little leverage on dispensing the PPE as most would not be an emergent situation should a facility need it. Dr. Weber asked about the shelf life and if the PPE would expire. Lori Silva will send an email to the Centers of Specialty Care for them to draw up an agreement for the usage of the warehouse.
- LPHA Vaccination Survey: The results of the survey were discussed. 2 LPHA's responded to the survey with individuals to administer the vaccine and planning to be their needs. The HCC would not be able to assist with personnel unless someone from another facility would volunteer. It was discussed that the the Federal Government may not use the traditional trained, experiences PODS. They plan could be do go through hospitals.
- COVID 19 During Action Review has been distributed to all CPT members
- Survey feedback from the SRHCC regarding the HCC response. All
- Situation Awareness report that is submitted to CO-Share every Tuesday was reviewed and discussed. Lori Silva will send report to CPT on a weekly basis.



- Website – Paul Toth will look at website designers in Pueblo, Lori Silva will look in Walsenburg/Trinidad.
- Colorado Notification System/Slack: Paul Toth will get Lori Silva information on Slack to send to members. This is a free phone app.
- Plan for October meeting:
  - Website
  - Team Development
  - How to implement Slack and get it going
  - PPE Storage
  - EMResources (Essential Elements of Information)

#### Announcements and Exercises:

- Dave McGraw and Lori Silva participated in Bruce McCandless Community Living Center evacuation drill on September 15, 2020. The concern is where would residents go if needed to be evacuation due to the COVID 19 regulations. What would be the process for admissions?
- Captain Paul Toth and Lori Silva participated in Pueblo County CEPA review on September 17, 2020.
- Pueblo CCEP meeting attended by Dr. Weber, Captain Paul Toth, Mike Lening and several HCC Coalition EM, EMS members.

#### Action Items:

Lori Silva:	PPE Storage -Contact the Center for Specialty Care regarding PPE storage and agreement Email HCC members regarding team participation EMResources – Creating events for EEI, Home Health addition Website –
Paul Toth:	Website Slack
Rob Bukovac:	Ask Kim Gonzales about LAHCHD website development Review Governance Document and get back to Lori Silva