



## South Region Healthcare Coalition CPT Meeting

October 7, 2022

10:00-12:00 p.m.

Please join my meeting from your computer, tablet or smartphone.

[meet.google.com/mwx-uzir-ttd](https://meet.google.com/mwx-uzir-ttd)

### Minutes

<p><b><u>Attendance</u></b>  <b>Kimber Weddle – RRC, SRHCC</b>  <b>Ronald Sasaoka – Public Health, PDPHE</b>  <b>Jason Abney, Hospital Chair, Parkview Medical Center</b>  <b>Kim Gonzales – Fiscal Agent, Las Animas Public Health Department</b></p> <p><b><u>Excused Absence</u></b>  <b>Kim Chavez – EM, Las Animas County</b>  <b>Dr. Vijan – Clinical Advisor, Spanish Peaks Regional Hospital</b>  <b>Justin Carbee - Behavioral Health, Health Solutions</b>  <b>Mike Lening – EMS, AMR</b></p> <p><b><u>Guests</u></b>  <b>Lauren Smith – All Clear Management Group</b>  <b>Savannah Fritz – All Clear Management Group</b>  <b>Phil DorenKamp – Las Animas County Administrator</b>  <b>Dave McGraw – Spanish Peaks, Safety Director</b></p>	
<p><b><u>Call to Order</u></b>          Approve meeting agenda and meeting minutes – Kimber Weddle</p> <p>Approve meeting agenda and meeting minutes:</p> <ul style="list-style-type: none"> <li>• Jason- Motion to approve September 2, 2022 CPT Meeting Minutes and October 7, 2022 Agenda with changes</li> <li>• No objections or changes by CPT             <ul style="list-style-type: none"> <li>-Agenda and meeting motion to approve by Jason Abney. Seconded by Kim Gonzalez. Motion Approved 10/7/2022                 <ul style="list-style-type: none"> <li>○ CPT would like to review quorum clarification in Gov documents.</li> </ul> </li> </ul> </li> </ul>	10:05
<p>Financial Updates – Kimber Weddle</p> <ul style="list-style-type: none"> <li>• Financial Updates – Projected balance</li> <li>• Fiscal Agent has billed July and August. Will be billing September this afternoon.             <ul style="list-style-type: none"> <li>○ August expenses were \$11,839.38.</li> <li>○ August allowable indirect was \$1,385.37</li> <li>○ Total invoiced to date is \$21,094.88</li> <li>○ Remaining balance after July is \$152,472.26</li> </ul> </li> </ul>	10:10

<p>Authorization of the South Region Reallocation Document approved and signed. Submitted to Carolyn Elliott by Kim Gonzales on 10/6/22. Kim Gonzales met with Cynthia Waite to confirm the change. The change included was \$291 was in travel and was moved to Supply line item.</p>	
<p>Radiation Surge Annex Planning – All Clear</p> <ul style="list-style-type: none"> <li>• <a href="#">Planning Notes</a></li> <li>• The March 3<sup>rd</sup> Quarterly Meeting\ Radiation Annex TTX will be scheduled from 9am-12pm. (Adding an additional hour to the meeting).</li> <li>• CPT has agreed to meet on November 4<sup>th</sup> from 9am-10am to review the radiation annex.</li> </ul>	10:15
<p>CPT Updates</p> <ul style="list-style-type: none"> <li>○ Kimber Weddle – RRC, SRHCC</li> <li>○ Phil Dorenkamp – Lan Animas County Administrator <ul style="list-style-type: none"> <li>○ Departed from meeting. No updates</li> </ul> </li> <li>○ Kim Gonzales – Fiscal Agent, Las Animas Public Health Department <ul style="list-style-type: none"> <li>○ Departed from meeting. No updates</li> </ul> </li> <li>○ Jason Abney, Hospital Chair, Parkview Medical Center <ul style="list-style-type: none"> <li>○ Opened two facilities. New Cancer opened and had a soft opening with a few patients. Fully operational starting Monday the 10<sup>th</sup>. New Orthopedic Hospital opened last month. Expecting to get joint commission to visit. Operations of both facilities is going smooth.</li> <li>○ Seeing what the county is seeing regarding Covid 19. Only 3-5 patients. No patients on respirators. Parkview is looking at own internal emergent surge response plans. Parkview is also preparing for winter surges.</li> </ul> </li> <li>○ Ronald Sasaoka – Public Health, PDPHE <ul style="list-style-type: none"> <li>○ Monkey Pox vaccination clinic on the 21<sup>st</sup> of the month. Getting our second dose clinic.</li> <li>○ Mall is open for bivalent vax. Set to end on Nov. 1- and may get a December extension</li> <li>○ Get your flu shots. Flu is increasing among population.</li> <li>○ Jason Abney mentioned the hospital is having a hard time getting bivalent vaccines and they have tried to hold clinics for staff, so they are sending staff to the mall and will need to plan for that. They are only be allocated 120 doses at a time.</li> <li>○ The mall vaccine clinic turnout has been low. When they first opened, they had hundreds of patients, but it has slowed down.</li> <li>○ State vaccine busses are still operating in our area and have bivalent vaccine. Ronald suggested that they might be able to get the bus to have a clinic at the hospital.</li> <li>○ Flu shots are not currently being offered at the mall but are available on the state vaccine busses.</li> </ul> </li> </ul>	10:40am-
<p>BP4 Deliverables Progress &amp; SOW</p> <ul style="list-style-type: none"> <li>• 27 deliverables for the BP4 Fiscal Year</li> <li>• BP4 Response Plan Annex - Radiation Annex <ul style="list-style-type: none"> <li>○ First planning meeting was scheduled for 10/7/22</li> <li>○ Are there any partners we want to invite to the work group?</li> </ul> </li> </ul> <p>Quarter 1</p> <ul style="list-style-type: none"> <li>○ <u>Deliverables Submitted July 30th.</u> <ul style="list-style-type: none"> <li>○ BP4 HCC Budget – Final</li> <li>○ HCC Sub-awardee agreement</li> <li>○ BP4 HCC Workplan</li> </ul> </li> </ul>	10:50am

<ul style="list-style-type: none"> <li>○ Kimber provided the documents via google drive for the CPT to review.</li> <li>○ <u>Deliverables Submitted August 31, 2022</u> <ul style="list-style-type: none"> <li>○ HCC Member Organization List</li> </ul> </li> <li>○ <u>Deliverables are submitted September 30, 2022</u> <ul style="list-style-type: none"> <li>○ Response plan           <ul style="list-style-type: none"> <li>▪ Submitted in Draft form. Plan needs to be updated and completed.</li> <li>▪ CPT requests the documents are reviewed and send comments and suggestions of changes before timelines.</li> <li>▪ All CPT members are welcome to join the workgroup.</li> <li>▪ Workgroup to complete:               <ul style="list-style-type: none"> <li>• Ronald, Jason, Kimber</li> <li>• Tues/ Thurs work best for Jason A.</li> <li>• Wednesday works best for Ronald S.</li> </ul> </li> <li>▪ Meeting dates: 10/13 and 10am-11:00am</li> </ul> </li> <li>○ Response plan checklist           <ul style="list-style-type: none"> <li>▪ Completed, but will be updated if there are changes to the plan.</li> </ul> </li> <li>○ HCC Governance document           <ul style="list-style-type: none"> <li>▪ Submitted in Draft form.</li> <li>▪ Workgroup to complete               <ul style="list-style-type: none"> <li>• Jason, Ronald, Kimber</li> <li>• All CPT members are welcome to join group.</li> </ul> </li> <li>▪ Meeting dates : 9:30-:10:30 10/11: Kimber to send out invites.</li> </ul> </li> <li>○ Communication Drill data in CO-share and Cat           <ul style="list-style-type: none"> <li>▪ Added feedback that the links were problematic and that the pages on the website did not open.</li> <li>▪ Submitted in CO-SHARE. The CAT system is locked till 10/10/22 and Kimber will update The CAT PM when its unlocked.</li> <li>▪ SRHCC has registered the CNS system for the next drill.</li> </ul> </li> <li>○ <u>Quarter 2 Deliverables</u> <ul style="list-style-type: none"> <li>○ 12_ Capability Assessment           <ul style="list-style-type: none"> <li>▪ There is an activity that requires the SRHCC to schedule a capability assessment OEPR. The agenda was too full to include for todays meeting on October 7<sup>th</sup>.</li> <li>▪ Kimber to create a meeting invite to review the CPT.</li> </ul> </li> <li>○ 13_ There is not a deliverable labeled #13</li> <li>○ 14_ JRA/HVA           <ul style="list-style-type: none"> <li>▪ Kimber uploaded the 21-22 plan into the google drive.</li> <li>▪ Work group: Ronald, Justin, and Kim Chavez</li> <li>▪ Meeting date:</li> </ul> </li> <li>○ 15_ Activities for Integration Document           <ul style="list-style-type: none"> <li>▪ This was a typo in the contract. CDPHE still needs to correct or provide more information.</li> </ul> </li> <li>○ 16_ CDPHE OEPR Recovery Plan Feedback Form           <ul style="list-style-type: none"> <li>▪ CDPHE has not provide this form yet. CDPHE still needs to provide more information.</li> </ul> </li> </ul> </li> <li>○ <u>Quarter 3 Deliverables Due in January</u> <ul style="list-style-type: none"> <li>○ HCC Budget</li> <li>○ HCC workplan</li> </ul> </li> </ul> </li></ul>	
New Business -Kimber/CPT	11:00 am

- New Fiscal Agent Updates
  - Meeting with Brandon Chambers / SCRETAC on 10/5/22. SCRETAC is interested but will need to investigate the HUTF funds and see if they can use them to support the coalitions expenses and then reimburse.
  - Reached out to all regional LPHA's health directors. Did not hear back from Custer. Pueblo and Fremont have politely turn it down.
  - Spanish Peaks and Parkview are not able to be the FA.
  - Zero responses on the FA response form emailed to members.
  - Kimber to update CDPHE on FA progress
  - Trailhead is an option that the SRHCC can consider.
    - Ronald has concerns about the location of Trailhead and not being regional.
  - SRHCC will need to give Brandon the opportunity to research and propose this to the RETAC. We will wait till he give a final answer of YES>NO and then the SRHCC will look into the Trailhead.
- Review CPT Meeting Schedule (Nov – Jan)
  - Kimber to schedule the CPT Nov 4<sup>th</sup> at 9am for radiation planning
    - Jason will need to leave the member meeting at 11am.
    - Cyber/IT training (90 minutes)
    - All Clear will create a flyer.
  - December 2– Kimber remote in California.
  - January 6 –
- Newsletter Content Request
  - Reporting on New Facilities.
- Google Docs
  - Some CPT members are not able to access the google drive or open document. Requesting CPT to provide a google email so we can work on documents.
- National Healthcare Preparedness Conference
  - Jason is not able to attend this year. Are there any CPT members interested.
  - Dates: Nov 29- Dec 1.
  - SRHCC budgeted for one CPT to go.
  - CPT approved RRC to purchase plane tickets and reserve the room. The plane itinerary go into San Diego and Depart from LA.
- RRC/CPT training, conference, holiday, vacation, PTO schedules
  - Kimber out
    - October 20-21 HSEEP training – pueblo
      - Need a stand in for 10/20 radiation meeting
    - October 31 – jury duty
    - November 9 (Kimber out)
    - Training: Nov 16-17: IS 300
    - Conference and Holiday Nov 21 - Dec 6
    - Training: Dec 6-7: ICS 400
  - Ronald will be attending CEMA
  - CPT Holiday Thanksgiving and Christmas
    - Jason – Thanksgiving off out Tuesday, Nov 22 – Friday, November 25th, Christmas Day out of office.
      - Out in December in Michigan. Dates are TBD
    - Ronald – nothing at this point.
    - Kimber will be at the HSEEP training on Oct 20-21, Jury Duty on Oct. 31<sup>st</sup>, Nov 9<sup>th</sup> out of the Office. ICS -300 in Nov., Conference

<p style="text-align: center;">Nov 21-Dec 1, and ICS 400 on December 6-7.</p> <ul style="list-style-type: none"> <li>• Colorado Notification System: <ul style="list-style-type: none"> <li>○ Will use for the net Communications Drill</li> <li>○ State will use CNS to alerts HCC's</li> </ul> </li> <li>• Regional Meeting, trainings, and exercises SRHCC can participate in <ul style="list-style-type: none"> <li>○ For example: County IPP's, MCI exercises, ESF-8 meetings</li> <li>○ Jason requested the SRHCC RRC to join IPP meeting</li> <li>○ Ronald will send RRC an invite to the next ESF-8 meeting</li> <li>○ The Pueblo Zoo will be having interagency drill. There may be emergency vehicles at the zoo this day</li> </ul> </li> <li>• Other Topics, Questions and Answers <ul style="list-style-type: none"> <li>○ Review SRHCC Core Planning Team questions <ul style="list-style-type: none"> <li>▪ No updates.</li> </ul> </li> </ul> </li> </ul>	
<p style="text-align: center;">Next CPT Meeting Friday, November 4 at 9:00am Next quarterly member meeting November 4<sup>th</sup> 10-12pm.</p>	
<p>Adjourned</p>	<p style="text-align: right;">12:00pm</p>

Meeting Action Items:

- RRC –Update response plan. Send meeting invites
- RRC –Governance documents. Send meeting invites
- RRC – Connect with Brandon Chambers Early November to get update on FA decision. Reach out to Trailhead if RETAC has decided no to become the FA.
- RRC- Research Dropbox capabilities and prices.
- RRC – Schedule CAT assessment meeting in November.
- 

Acronyms

- BP4 – Budget Period 4
- Cat – Coalition Assessment Tool
- CPT – Core Planning Team
- FA – Fiscal Agent
- HCC – Healthcare Coalition
- PDHPE – Pueblo Department of Public Health and Environment
- PM – Performance Measures
- RRC – Readiness and Response Coordinator
- SA – Situational awareness
- SRHCC – South Region Healthcare Coalition
- SOW – Scope of Work
- TBD – To be Determined
- Qtr - quarter