

HEALTHCARE DISASTER PLANNING FORUM

Meeting Summary: 26 February 2009

3/25/09 Addendum: Petaluma Valley Hospital also attended.

Present were **44** partners representing: County Public Health, CA Dpt of Public Health, West County Health Ctrs, Sonoma Developmental Center, US Coast Guard, American Red Cross, Coastal Valleys EMS, Healdsburg Hospital, County Emergency Svcs, Sonoma Valley Hospital, Friends House SNF, Kaiser, Blood Bank, Memorial Hospital, **Petaluma Valley Hospital**, Sutter Hospital, Aux Communications Svc, Spring Lake Village SNF, Indian Health, St Joseph Home Care, Golden Living London House SNF, Apple Valley Rehab SNF, Spring Lake Village SNF, Healdsburg Senior Living SNF, and Cloverdale Healthcare Ctr.

ACCOMPLISHMENTS since last meeting:

- ☆ Minutes will be posted on PH Website (and handouts) in late April.
- ☆ 39 health facilities in Sonoma County are established in EMSsystems (all 8 hospitals, all 11 clinics, 20 SNFs). Polling questions for SNFs and Clinics are complete. EMSsystems demo for SNFs held today after Forum today, 9 people attended, 13 new users signed up. Currently 10 out of 31 clinics & SNFs have users enrolled.
- ☆ Ham radio MedNet: 33 healthcare facilities now have licensed operators and 13 operators from 6 facilities participated in Feb. MedNet call.
- ☆ Mass fatality planning group established; first meeting March 9th.
- ☆ About half of the 42 revised Healthcare Cooperative MOUs have been signed.
- ☆ Ham radio MedNet monthly drills continue. 13 operators from 6 facilities participated in Feb 09 drill.

RESOURCES for Healthcare Partners:

CAHAN – contact County CAHAN Administrator, at CAHAN@sonoma-county.org

EMSystem – contact Steve Francis, Coastal Valleys EMS Agency, 565-6604, sfrancis@sonoma-county.org

GETS/WPS – contact County Communications, Connie Varela, 565-1980, cvarela@sonoma-county.org

HAM MedNet – contact Ann Cadgene, Public Health Preparedness, 565-4496, acadgene@sonoma-county.org

HAM radio problems – contact Jeremy Nichols, Aux. Communications Systems, Jeremy@cds1.net

Handouts & other Healthcare Forum Info – www.sonoma-county.org/ph/ (in late April)

ACRONYMS – see last page

NEW TASKS from TODAY

Kim – send email with info on March 7th HAM radio license prep and exam and on March 28th CERT Challenge

UNFINISHED TASKS

Jeremy Nichols – look into whether medical facilities should use separate ham radio frequency and have EOC radio operator separately tracking medical messages

Paul Duranczyk – share report of smallpox tabletop done at Creekside in November

Kent Coxon – start regular EMSsystem polls on different shifts to increase familiarity and response at hospitals

Each hospital – send your top 5 Hazard Vulnerability Assessments (HVA) to Kim for Nov meeting

Kim Caldewey – gather County top 5 HVAs for Nov meeting

All facilities – complete SUASI healthcare facility survey; contact Kent (kcoxon@sonoma-county.org), 565-6504

Chris Love – combine interoperable communications lists (radios, sat phone, GETS, EMSsystem, etc), then give to Steve Francis to collate with EMSsystem info. – DONE. Next step is to decide whether EMSsystem is the best place for this info and how to keep it current.

TODAY'S DISCUSSIONS

HAM Radios – Jeremy Nichols, Auxiliary Communications System

- Clinics are getting hooked up. Some need rooftop antennas, in addition to the magnetic mount antennas. Russian River and Occidental clinics were able to communicate successfully with Santa Rosa.
- There is a new Sebastopol clinic, under the West County Clinics umbrella, next door to Palm Drive Hospital that will need a radio.
- Dale Westertep mentioned upcoming Ham training to prepared people to pass the licensing exam. Those who take this training would still need to also complete hands-on training after they are licensed. Training is Saturday March 7th, @ 8:30am at the Senior Citizen's Ctr, with exam given afterward for \$25 fee. Go to

www.smrs.us to find info (click “Here”, then click “bulletin”, then FRN *, then supply your Social Security #). Kim will send an email with this info.

- Monthly MedNet ham radio practice is going well. Drills are 2nd Wednesdays @ noon, next one March 11. Currently there are 33 facilities with licensed ham radio operators. Thirteen operators from 6 facilities participated in the Feb 09 MedNet.
- Radio frequency usage has now become a concern, since the MedNet participants are so many. May need to have healthcare Ham operators work on a separate frequency.

EMSystems – Steve Francis, Coastal Valleys EMS Agency

- EMSystems was developed as an emergency hospital communication and a resource management tool. It is web-based, so users can access it from any Internet-connected computer.
- EMSystems lists many types of facilities (called “resources”), defined by each County. In Sonoma, we have listed all hospitals, clinics, and SNFs as resources with some very basic info about each “resource” (their address, phone, type of facility). After a “resource” or facility is established in EMSystems, then users from each facility need to enroll by getting a username and password from EMS (see attached *EMSystems User Add Request* form). There can be more than one user per facility. Users are responsible to fill in and maintain information about their facility and to respond to special polls or inquiries as to their status during an emergency. In Sonoma County, we have these EMSYSTEM facilities set up:

Facility Type	Set up as a Resource in EMSystems	Users signed up
Hospitals	All 7	All facilities
Clinics	All 11	3 facilities
SNFs	All 20 (Sebastopol SNF closed)	7 facilities

- It can track the current status of each facility: are they opened, damaged, have certain types of health support available, etc. Hospitals update their bed status every day. Emergency polls sent to each facility can generate status for in the moment emergency planning, eg: HAvBed status of bed availability by bed type.
- There are now 39 health care facilities/agencies in EMSystems from Sonoma County: all 7 hospitals, 11 clinics, and 21 SNFs, along with ambulance providers, fire depts., MCI resources, and other types of resources or facilities.
- Since the last Forum meeting, Paul Duranczyk of Creekside Convalescent worked with Steve to develop appropriate polling questions for SNFs during an emergency (eg: capacity for dental care, G-tube care, number of beds, etc). Status questions for Polls have also been set up for clinics.
- Info that facilities enter is visible only to that facility and to EMS or EOC staff. Facilities can also elect to share info.
- Note: CAHAN, the California Health Alert Network, is a completely separate system that could be used to send alerts and emergency notifications from Public Health to many healthcare and community partners during disasters.
- Next step: get all SNFs signed up and trained to respond to polls and manage their own info. Orientation to be held after Forum meeting today. Certain key SNFs were invited to start the process of getting all SNFs connected to the Forum and to community-wide health care coordinated disaster response and support.

EMSYSTEM Success Story: Kaiser has set certain alerts in EMSystems. When their ER closed in the middle of the night recently, it alerted key Kaiser staff and also sent a notice to SR Memorial (the local Trauma Center). They did a bed poll immediately and were quickly able to keep EMS and other facilities informed about their emergency. —*courtesy Gabe Kearney, Kaiser*

Community Clinics – Jane Barry, West County Health Centers

- RCHC held a teleconference Feb 12th for 8 Sonoma County health centers. Topics included CERT trainings, which clinics are considering for their staff; Ham radios and trainings, and NIMS training. Staff turnover in clinics is frequent, so these trainings need to be continuously offered.
- Next meeting will address medical bio-hazardous waste management.
- Clinics are planning to participate in the Pandemic Flu tabletop exercise on March 31st

- West County Clinics (Occidental and Russian River) update:
 - now has a 3rd clinic in Sebastopol
 - practiced Ham radio usage, Occidental clinic was able to communicate with Lakeport!
 - Writing a grant to buy a storage trailer for clinic emergency equipment
 - Purchased a generator battery
 - Purchased safety packs for staff & families and worked with staff to develop their family emergency plans

Hospital Emergency Preparedness Report – Jerry Martin, Santa Rosa Memorial / St Josephs

- California Hospital Association (CHA) reg'l coord., Diane Akers, is chairing a local hospital evacuation planning group. Group has been meeting since Sept 08. They meet bi-monthly at different hospitals each time. Next meeting April 7 at Petaluma Valley Hospital. Contact: Diane dianeakers@aol.com
- Hospitals are sharing their evacuation plans and comparing to CHA and other plans and checklists.
- Group agreed that all hospitals will use the same HICS forms for evacuations, triage tags, patient evacuation tracking forms, NIMS compliant tracking tools for evacuations. Note: these same forms are being made available to SNFs for their emergency planning, see SNF Handout Review below.
- There will be a Hospital Evacuation Conference and Tabletop Exercise on March 13th @ Aviation Blvd for local facilities. Go to www.redwoodregionaltraining.org for more info and to sign up.
- The 3 smaller hospitals (Sonoma Valley, Palm Drive, and Healdsburg) are working with Alan Proulx, consultant, to develop surge planning, EOPs, and evacuation plans.

Fatality Management Planning – Kim Caldewey, Public Health

- All health facility partners need to coordinate mass fatality surge management. Planning is needed at each facility and also at the countywide level and the regional level.
- SUASI has established a mass fatality workgroup to address regional level planning and to bring counties together to share ideas for local- and facility-level plans.
- Our first Sonoma County fatality management planning meeting is scheduled for March 9th. Participants include: County DES, Public Health, mortuary services group, EMS, and Coroner.
- Final Passages (Jerrigrace Lyons) is a model project offering education for personal and legal rights concerning home or family-directed funerals. www.finalpassages.org
- UASI Regional Catastrophic Planning Grant will hire a consultant to coordinate mass fatality plans from counties into a Regional Plan. Consultant work to occur over the next 1.5 years.

Healthcare Cooperative MOU – Kim Caldewey

- The July 2008 revised MOU has now been signed by:
- Elements of the MOU include:
 - Signed by healthcare facilities, and County Dept of Health Svcs, EMS, and DES. Agreement is voluntary and continuous (no expiration date)
 - A common process for emergency credentialing of staff
 - MRC can be integrated into hospital response teams
 - Share across facilities any resources purchased with HRSA/HPP funds
 - Meet and develop collaborative emergency plans
 - Participate in exercises together
 - Share ideas, tools, best practices
 - 42 facilities (7 hospitals, 11 clinics, 20 SNFs) to sign agreement, about half are completed
- Ann Baechler has been working with SNFs and clinics to get them signed into the agreement (previous version of MOU involved only hospitals).

Pandemic Flu Continuum of Care Webcast – Kim Caldewey

- CDPH has a multi-part training program for pandemic flu planning for local health departments and health facilities. To see their plan, go to <http://bepreparedcalifornia.ca.gov/epo/>, then click in the Healthcare Providers column on Satellite Broadcast.
 - Part 1 – Webcast, we watched segments today
 - Part 2 – Gap Analysis, a self assessment for facilities to identify gaps in their pan flu readiness. This is not shared with anyone, not required to turn it in. Answers for each “capacity” are “completed / in progress / not started” so the analysis is easy to complete.

- Part 3 – Pan Flu Tabletop, scheduled for March 31 at Aviation, 9-2. To register, go to www.redwoodregionaltraining.org.
- Part 4 – Pan Flu Full Scale Exercise, scheduled for June 18th.

SNF Handout Review – Ann Baechler

- Ann reviewed a list of 14-15 handouts available to SNFs and others. Please mark the handouts you want and turn in to Ann for her to send to you. See list attached.

Announcements

- Hospital Evacuation Conference, March 13th, SNFs are welcome. Sign up at www.redwoodregionaltraining.org.
- Pan Flu Tabletop, March 31st, register at www.redwoodregionaltraining.org.
- “CERT Challenge” event, March 28th, in Santa Rosa. They need victim volunteers. Sebastopol CERT is the host. Contact Jim Bray at Sonoma County Volunteer Center: vcjimbray@yahoo.com. Kim will send an email with information.
- MRC – no new volunteer recruitments scheduled for this year. Two hospitals (Sonoma Valley & Palm Drive) have established MRC Auxiliary Teams and have integrated use of MRC into their facility operations. This is available to other facilities as well, especially the smaller facilities.
- DHCV – Disaster Healthcare Volunteers of California – anyone interested in being on this statewide registry can self-enroll at <http://www.emsa.ca.gov/disaster/CalMedVol/default.asp>.
- Public Health Preparedness staff cuts – Grant fund reductions this year have impacted PHP staffing. Both Stephen Rios, Training & Education Coordinator, and Gabrielle Trubach, MRC Coordinator, have left the PHP program. They still work in the Health Dept but for different programs. Ann Baechler will take over management of the MRC.
- Budget Update from the State – Tom Bailey will bring an update on budget projections for 09-10 grant HPP funds to the next Forum meeting. For now there is no info on any benefits expected from the Stimulus Package. HPP grants are planned in 5-year cycles and we are in the middle of the current cycle, which means that we can expect HPP grants to continue for the next few years. We can expect a 3-5% reduction in HPP funds for the Aug 09-Aug 10 grant year.

After Healthcare Forum, 12-1pm:

EMSystems Demonstration – Steve Francis

- Suggestion to expand EMSsystems facilities to include other long-term care (eg: Avalon or Sunrise) that have large resident populations.
- Should St Joseph’s Home Care and other similar agencies be in EMSsystems?
- Suggestion to create an area in EMSsystems, under the “Regional Information” tab for important documents, like our Rainbow/Waterfall guide, our Cooperative MOU, our PHP Plan, etc.

Attachments:

- List of Planning Resources for Healthcare Disaster Planning Forum
- Healthcare Forum Roster update
- EMSsystems User Add Request

**NEXT MEETING: THUR May 21, 2009
9:30-NOON @ 475 Aviation Blvd**

ACRONYMS

ACS	Auxiliary Communications System (ie: Ham Radios), organized through County DES
ACS	Alternate Care Site (government authorized ACS, as opposed to alternative locations planned by hospitals where they can move their patients)
BT	bioterrorism
CAHAN	California Health Alert Network (Internet based notification, alerting, and information sharing system used by State and local health departments, run by State)
CAHF	California Association of Health Facilities, education & advocacy for long-term health care

CD	Communicable Disease (also, Communicable Disease Unit of Public Health, usually called “Disease Control” or “CD”)
CDC	Centers for Disease Control and Prevention, Atlanta, Georgia
CDPH	California Dept of Public Health
CERT	Community Emergency Response Team, neighborhood based disaster response teams trained (usually by fire depts or Red Cross) in triage, light search & rescue, sandbagging, fire suppression, etc
CHA	California Hospital Association
COPE	Citizens Organized to Prepare for Emergencies, a Santa Rosa program similar to CERT
CPCA	California Primary Care Association, for not-for-profit community clinics
DC	Disease Control (as in Disease control Unit of Public Health, usually called “Disease Control” or “CD”)
DES	Dept of Emergency Svcs, Sonoma County agency, not to be confused with State OES
DHCV	Disaster Healthcare Volunteers of California
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Operational Response Team
DOC	Department Operations Center, an emergency ops center at the department level
ED	Emergency Department of a hospital
EDIS	
EMS	Emergency Medical Svcs, we have Coastal Valleys EMS Agency, which covers Sonoma-Napa-Mendocino
EMSA	Emergency Medical Svcs Authority, California state agency
EOC	Emergency Operations Center (County Op Area)
EOP	Emergency Operations Plan
EPO	Emergency Preparedness Office, under the CDPH
HCC	Hospital Command Center (hospital EOCs)
HEPA filter	High Efficiency Particulate Air filter
HICS	Hospital Incident Command System, a hospital based ICS
HO	Health Officer
HPP	Hospital Preparedness Program (federal funds for hospitals and health facility partners for emergency planning and response, formerly HRSA)
HRSA	Health Resources Services Administration (federal funding for health center emergency planning, now called HPP)
I&Q	Isolation & Quarantine
IAP	Incident Action Plan, used to plan activities during a disaster
IC	Infection Control
ICS	Incident Command System, an organizational structure used to command and coordinate people from different areas or agencies, doing different tasks, all in a coordinated response to a disaster
JAS	Job Action Sheet (same as position checklist)
JCAHO	Joint Commission on Accreditation of Healthcare Organizations (regulates hospitals), pronounced “JAY-co”, now simply called “The Joint Commission”
JIT or JITT	Just-in-Time Training
Logs	Logistics (in the ICS organization structure)
MCI	Mass casualty incident
MHOAC	Medical-Health Operational Area Coordinator
MOC	Medical Operations Center, San Diego’s model for a health and medical center managing resources and implementing actions during a disaster
MOU	Memorandum of Understanding
MPU	Medical Planning Unit, concept in the planning stages for Sonoma County, similar to MOC
MRC	Medical Reserve Corps (Public Health registered volunteers)
N-95	Respirators that filter 95% of airborne particles, the N stands for “Not” resistant to oils
NIMS	National Incident Management System, national standards and guidelines for managing disasters
NPI	Non-pharmaceutical interventions, such as school closure or use of masks during pandemic flu
OASIS	
OES	Office of Emergency Svcs, a CA state agency, not to be confused with Sonoma County DES
Ops	Operations (in the ICS organization structure)
PAPR	Powered Air Purifying Respirator (face mask with battery powered blower to move air through filters)
PH	Public Health
PH-DOC	Public Health Division Operations Center (in Sonoma County, we call the DOC a “Surge Center:

