

**LONG TERM CARE & HOME HEALTH EMERGENCY MANAGEMENT COLLABORATIVE (LTCHHEMC)
MEETING - February 17, 2012**

Agenda

1. LTCHHEMC 2012 Goals, Objectives, and Priorities;
2. Discuss development of Memorandums Of Understanding/Agreement for emergency LTC & HH support;
3. 2012 Healthcare Hurricane and Disaster Preparedness Summit

Meeting Notes:

The participating membership voted to approve and adopt the over-arching goals and objectives as noted in the LTCHHEMC Overview and the priorities noted in the meeting minutes from September 23, 2011. For quick reference these have been annotated below:

The LTCHHEMC aspires to:

1. Build community resiliency;
2. Build preparedness and response capacity, particularly in the ESF#8 (Public Health and Medical Services) realm;
3. Collaborate and leverage capabilities, resources, and assets with our planning and response partners to best serve the emergency management interests of the LTC/HH community and the ESF#8 function as a whole;
4. Develop effective communication channels with LTC and HH representatives including:
 - a. Routine communications
 - b. Health alert network messaging
 - c. Health Resource tracking
5. Enhance understanding of emergency management systems and processes through briefings and trainings, and LTCHHEMC participation in assessment, planning, training, and exercises.

Short term Goals:

- A. Point of contact and face-to-face relationships with LTC/HH community and Emergency Management, Public Health, & Hospital/Healthcare Planning Partners (OEM, HDHHS, SETRAC, RHPC and others);
- B. Contact information for notification and messaging purposes for both planning and emergency response accessible to Emergency Management, Public Health, & Hospital/Healthcare Planning Partners;
- C. Partnerships with LTC/HH agencies for public health emergencies including weather events, outbreaks, SNS, and pandemic response;

- D. Forum for LTC/HH to identify their needs for emergency planning in partnership with Emergency Management, Public Health, & Hospital Planning Partners;
- E. Development of a List Serve for LTC/HH;
- F. Distribution of identification vests for LTC residents (and home health clients, as appropriate) based on surge or other risk factors.

PRIORITIES for LTCHHEMC

<i>Item</i>	<i>Priority Ranking (Highest to lowest)</i>
Sharing Session for Best Practices/Lessons Learned	10
Distribution/Dispensing system for bioterrorism/communicable disease outbreak	8
Memorandums of understanding/Memorandums of Agreement	8
Triggers and protective measures for infection control	7
Resource guide/ power restoration/ waste disposal	7
Health Alert Network (HAN) and communications	6
Credentialing/Badging for employees	5
Matching RNs & durable medical equipment (DME) providers to shelters/continuum of care for patients	5
Nurse delegation of duties/ insulin injections and use of ventilators	4
Bed reporting	4
HR policies and resource sharing	3

The membership then determined that the following objectives should be acted on currently:

1. Enhance membership and participation
 - a. Reach out to membership organizations to leverage participation
2. Develop Emergency Resource Guides/Templates
3. Develop MOU templates
4. Develop a Mutual Aid Plan; and,
5. Train and Exercise.

Prior to closing the session it was announced that the 2012 Healthcare Hurricane and Disaster Preparedness Summit at the George R Brown Convention Center would be held on April 11th from 8am-3pm. It was determined that a next meeting would be scheduled some time after the Summit.