

BIO/RAC
Meeting Minutes
October 18, 2011

Attendance: Shae Watson, Russell VanBibber, Nancy West, Connie Stauter, Norman Prewitt, Meaghan Beauchamp, Scott Reid, James Smith, Jesse Buchanan, Keith Kelley, Bertha Evans, Mark Mallory, Wade Cannon, Brent Smith, Bobby Buchanan, Ricky Draper, Mary Beth Rudel, Russell Thrasher, Jeff Nichols, Carolyn Kain, Mike Western

TOPIC	DISCUSSION	DISPOSITION
Called to Order	Meeting called to order by Mark Mallory at 10:00 am	FYI
Approval of 10/18/11 Minutes	Motion to approve 10/18/11 minutes by Scott Reid. Seconded by Bertha Evans and supported by all members present.	FYI
Conference Call - DSHS Exercise Team - Mr. Trogon	Discussed the following items for the Full-Scale Exercise and Initial Planning Conference: <ol style="list-style-type: none"> 1. Concept and Objectives List 2. Exercise Scenerios 3. Master Task List 4. Players 	FYI

<p>Committees: Drills/Exercise</p>	<p style="text-align: center;">DRILLS/EXERCISE COMMITTEE Meeting 11/10/11</p> <p>Attendees: Russell VanBibber Bertha Evans Mark Mallory Norman Prewitt Jesse Buchanan Meagan Beauchamp Keith Kelley Mary Beth Rudel Russell Thrasher Shae Watson</p> <p>Motion to approve 4/14/11 Minutes was made by Bertha Evans and seconded by Meaghan Beauchamp. Motion supported by all committee members present.</p> <p>Discussion Items:</p> <p>NETRAC Full Scale Exercise:</p> <ul style="list-style-type: none"> ➤ Name of the Exercise – keep it as Operation Storm Front ➤ Reviewed the Concept and Objectives ➤ Possible Dates – due to the Homeland Security Conference <ul style="list-style-type: none"> ○ April 12th or April 19th ○ May 17th ➤ Exercise Venue: <ul style="list-style-type: none"> ○ Hopkins County Memorial Hospital – Sulphur Springs ➤ Each hospital reminded that they will need to plan for staff, mock patients at their own facilities, in addition to sending representatives to Hopkins County. 	<p>FYI</p>
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<p>Communications</p>	<p>➤ Discussed/Reviewed the HSEEP Documents:</p> <ul style="list-style-type: none"> ○ Exercise Timeline ○ Planning Team Members ○ Organizational Chart <p>Adjourned at 9:54 am. Motion to adjourn made by Meaghan Beauchamp, seconded by Mary Beth Rudel and supported by all committee members.</p> <p style="text-align: center;">COMMUNICATIONS COMMITTEE Meeting 11/10/11</p> <p>Attendees:</p> <ul style="list-style-type: none"> Shae Watson Mark Mallory Meagan Beauchamp Keith Kelley Bertha Evans Russell VanBibber Wade Cannon Mike Western Russell Thrasher Mary Beth Rudel Bobby Buchanan <p>Approval of 7/14/11 minutes: Motion to approve the 7/14/11 minutes was made by Russell VanBibber, seconded by Meagan Beauchamp and supported by all the committee members present.</p> <p>Discussion Items:</p> <p>➤ IRIS Communications System:</p>	<p>FYI</p>
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	<ul style="list-style-type: none"> ❖ Number of members signed up: <ul style="list-style-type: none"> ✓ To-date we have 303 people signed up. ❖ Establish Administrators: <ul style="list-style-type: none"> ✓ Discussed current groups in the system <ul style="list-style-type: none"> ➤ Current set-up by entities ➤ Over-arching group: NETRAC/COG ➤ Each person can be added to each group as needed/specified ➤ Suggestions: <ul style="list-style-type: none"> ▪ Create a Hospital Group; EMS Group; MMU Group; NETMOC Group; COG Group and add sub-groups for those entities that it pertains to. ➤ Need to designate an Administrator for each entity. ❖ Schedule IRIS Training: <ul style="list-style-type: none"> ✚ Russell will begin training at the January meetings ❖ Disaster Training Tuesday: <ul style="list-style-type: none"> ✚ 2- main boards: TX ENT – Patient Tracking; Resource Request ✚ Discussed the need for local 	
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<p>Updates WebEOC</p>	<p>WebEOC Workshop Committee met November 9th. The structure/format as well as catering/hotel accommodations, and the facilities have been decided upon.</p>	<p>FYI</p>
	<p>Significant discussion that we will possibly have the workshop in conjunction with a a State Exercise/Drill.</p>	<p>FYI</p>
<p>EMTF -4</p>	<p>Planning Coalition met and has allocated more funds to the MMA.</p>	<p>FYI</p>
	<p>Discussed the need to recruit more Physicians, Nurses, Facilities.</p>	<p>FYI</p>
	<p>The following EMS Providers have joined the Ambulance Strike Team: Camp, LifeNet, and Palestine.</p>	<p>FYI</p>
<p>NETRAC Christmas Party</p>	<p>The NETRAC Christmas Party will follow the ICP and begin at 6pm. Please contact Shae if you are planning to attend and the number of guess you will be bringing. Cost is \$15.00 per person.</p>	<p>FYI</p>
<p>Decon Classes</p>	<p>Decon Classes will be held – December 8th at St. Michaels (8-5); December 9th at Hopkins County Memorial Hospital (9-5). Please contact Shae with the names of</p>	<p>FYI</p>

Meeting Adjourned - 11:25	those from you entities who will be attending by December 1 st . Motion to adjourn the meeting was made by Scott Reid at 11:25 am and seconded by Bertha Evans, supported by all committee members.	FYI
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Minutes recorded by Shae Watson - Executive Director