

BIO/RAC
Meeting Minutes
October 18, 2011

Attendance: Shae Watson, Kent Klinkerman, James Smith, Mark Mallory, Shane Boatwright, Karen Stephens, Jeff Nichols, Ricky Draper, Jesse Buchanan, Liberty Bailey, Dave Dutton, Norman Prewitt, Blaine Jones, Bobby Buchanan, Mary Beth Rudel, Scott Reid, Danny Wilburn, Russell Thrasher, Robin Gage, Michael Western, Nancy West

| TOPIC | DISCUSSION | DISPOSITION |
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| Called to Order | Meeting called to order by Mark Mallory at 10:00 am | FYI |
| Approval of 7/14/11 Minutes | Motion to approve 7/14/11 minutes by Kent Klinkerman. Seconded by Norman Prewitt and supported by all members present. | FYI |
| Committees: Symposium Committee | SYMPOSIUM COMMITTEE Conference Call Meeting 10/18/11 Attendees: Shae Watson Karen Stephens Liberty Bailey Bruce Bushee | FYI |

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| | <p>Russell VanBibber Mike Western Bobby Buchanan Scott Reid Norman Prewitt Robin Gage Russell Thrasher</p> <p>Call to order at: 8:25 – by Shae Watson</p> <p>Approval of 7/13/11 Minutes: Motion to accept minutes are written was made by Liberty Bailey, seconded by Robin Gage and supported by all members present.</p> <p>Discussion Items:</p> <ul style="list-style-type: none"> ➤ Review and Discussed - Evaluation from the Symposium <ul style="list-style-type: none"> ❖ Most all of the evaluation were positive ❖ All the speakers and topics received great reviews ➤ Suggested Speakers for FY 12 - Symposium <ul style="list-style-type: none"> ❖ Kelley Sowell – Scott and White ❖ Dr. Morre – RAC-G ❖ Coast-Guard | <p>FYI</p> |
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| <p>Review Quarterly OASPR Report</p> | <ul style="list-style-type: none"> ➤ Suggested Topics for FY 12 - Symposium <ul style="list-style-type: none"> ❖ Hypothermia ❖ Proper Documentation (Triage Tags) ➤ Suggestions for FY 12 - Symposium <ul style="list-style-type: none"> ❖ Don't put a time on the program for speakers ➤ Symposium – Best Practices <ul style="list-style-type: none"> ❖ Keep Wrights Birthwrights for the catering – explore new menu option this year ❖ Room Set-up ❖ MMU being set-up in the parking lot <p>FY 12 – 4th Annual Disaster Preparedness and HealthCare Symposium will be – September 7th, 2012</p> <p>The committee reviewed the new Quarterly OASPR Report. The ED composed this report to capture information needed on the Mid-Year and End of the Year OASPR Report, in hopes that accurate information could be captured in a timely manner and make it</p> | <p>FYI</p> |
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| <p>Review NETRAC Exercise - Tabletop AAR</p> | <p>easier on all parties involved when collecting this information.</p> <p>The committee reviewed the June Tabletop AAR. All hospitals/EMS agencies encouraged to start planning efforts at their entities for the April exercise.</p> <p>NETRAC will provide an AAR for entities to use at their facilities.</p> | |
| <p>Discussion: Best Practices/Lessons Learned - Bear Creek Fire</p> | <p>Ms. Karen Stephens reported the following: Great volunteers Great shelter experience</p> <p>Weaknesses: Community lack of knowledge of disasters and how to prepare EOC-Command don't use WebEOC IMT sent by the State don't use WebEOC</p> <p>NETRAC was recognized for efforts in helping with planning support and WebEOC support.</p> | <p>FYI</p> |
| <p>MMU Exercise</p> | <p>Discussed needs from the MMU Exercise: Needs: More people (shifts)</p> | <p>FYI</p> |

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| <p>Updates WebEOC</p> | <p>Every facility (to know how to set-up) Practice ICS structure Some personnel lack of knowledge</p> <p>State Exercise: Good comments from state EMTF- Project Coordinator Discussed weakness and strengthens</p> <p>Suggestions: Train quarterly – Spring and Fall</p> <p>Director of IT Tech Report – see attachment</p> <p>WebEOC Workshop – Lufkin – March 19- 20</p> <p>Discussed Disaster Training Tuesday</p> | <p>FYI</p> |
| <p>EMTF - Volunteer Registration</p> | <p>Discussed plan/letter for recruitment of new people for the EMTF Project</p> | <p>FYI</p> |
| <p>Meeting Adjourned - 11:05</p> | <p>Motion to adjourn the meeting was made by Kent Klinkerman at 11:05 am and seconded by Liberty Bailey, supported by all committee members.</p> | <p>FYI</p> |

Minutes recorded by Shae Watson - Executive
Director