

Texas Hospital Preparedness Program
Norris Conference Center – South Side of Shopping Center
2525 West Anderson Lane, Austin, TX 78757
March 22, 2011 – 8AM to 5PM
MINUTES

Attendee Welcome & Introductions – Ray Apodaca, DSHS

Advertisement for the WebEOC Workshop - Tyler

FY11 HPP Program Update -- Ray Apodaca, DSHS

- HPP End of Year Report Template – recommendations
 - Reviewed the template –from suggestions made by contractors to make report easier to understand while completing
 - Ray will send the template out later today
 - End-of-Year Report will be due by around early to mid-September (September 16th)

- Alternate Care Site (ACS) Template for EOY Reports
 - New template
 - Ray will send the template out later today

CMU Update – Norma Six, DSHS

- FY11 HPP Monthly Fund Spending Reports
 - TSA-F – has spent 75.36% of our total allocation as of – February 2011

- FY11 Equipment Spending Deadline for HPP & PHER Equipment
 - March 30th deadline for equipment purchases
 - April 15th deadline for equipment purchases for those contracts that were amended for EMTF
 - PHER dollars – encumbered deadline is May 1st

- FY11 HPP EMTF & SCO & PHER Contract Amendment Status
 - EMTF amendments have all gone through

- FY12 HPP Contract SOW – Draft
 - Still haven't received the new Scope of Work from the Fed's for FY 12
 - Each Contractor will have to present "Best Practices" for their RAC – Ray will send out a schedule – 2 presentations per meeting
 - Discussion – PHEP requirements for coming to meetings only 4 times per year vs HPP contractors have to meet monthly. Why??????

Break

FY12 HPP Funding Allocation – Contractor Recommendations to DSHS

- Formula for HPP Base Funds
 - Population, \$5,500/participating hospital, \$250k minimum/region, \$250k/EMTF
 - Suggestions: Includes EMS, make it a Health Care Systems approach
 - Keep the funding formula the same

- Definition For Participating Hospital
 - Acute care, specialty, long-term care???
 - Only hospitals that are 100% NIMS compliant?
 - EMS will have to be NIMS compliant as well
- Statewide Projects
 - EMResource/HAvBED & Hospital Situational Awareness (\$991k)
 - EMResource/Dialysis Facilities (\$247k)
 - Discussion: Should/Could we look at shaving some of this cost?
 - Suggestions: Can utilize the PHIN for system notifications – WebEOC for Bed Reporting
 - Suggestions: Look at doing away with the Dialysis component or re-evaluate
 - TWIRP (\$483k currently not funded with HPP base funds)
 - Suggestions: Continue funding with TDEM's additional support
 - EMTF State Coordinating Organization (\$200k)
 - Suggestions: Keep Funding this project

Lunch

HPP Contract Technical Assistance – DSHS CMU

- **Documentation of Personnel Cost**
 - Must have Time Sheets: Executive Director and IT Techs
 - Format: See Hand-out
- **Cost Allocation Plan**
 - See Hand-out
- **Question & Answer**
 - DSHS will be compiling a document of the questions and answers

HPP Meeting Adjourned

(Meeting may end sooner, depending on Technical Assistance Q&A)

March Meetings

- *22nd – HPP Monthly Meeting – 8AM to 12PM – Norris Conference Center*
- *22nd – HPP Contract Technical Assistance – 1PM to 5PM – Norris Conference Center*
- *23rd -- TX EMTF Face-to-Face Meetings – 9AM to 4PM -- THA Conference Room*
- *24th – TDMS Steering Committee Meeting – 12PM to 4PM – DSHS MACC*

April HPP Meeting

Cancelled Due to TX Emergency Management Conference in San Antonio