

DEPARTMENT/COMMITTEE: Texas "J" Region Emergency Preparedness Committee		Date: January 21, 2009	
Members Present: Jason Saldivar, Adrienne Dryfus, Jincy Burks, Sal Ortiz, Jack Hamilton, Sallie Connor, Sharon Lloyd, Meloyde Pryor, Christy Seidenberger, Joe Harper, D. J. Hensley, Stewart Coleman, Rance Ramsey, Charlie Smith, Teri Welborn, Lorri Fields, Gary Valeriano, Joshua Ureta, Monica Sherwood, Debbie Ruebush, Elia Estrada, Jamie Ramirez, Faye Lease, Kathy Kelton, Linda Row, Robert Underwood, Michael Enriquez, Jackie Wilson, Donna Pachl, Connie Thompson, Karen Luce			Time Adjourned: 9:30 a.m. Chair: Sharon Lloyd Recording: Sharon Lloyd
AGENDA	DISCUSSION/FINDINGS	RECOMMENDATIONS/CONCLUSION	ACTION/FOLLOW-UP
I. Call to order	Meeting was called to order		
II. Minutes	Stewart Coleman noted that there was a line in the Exercise section that was not complete. Sharon stated that this line would be removed from the minutes. Approval with corrections of the minutes for the December 09, 2008 was requested.	Motion was made to accept the minutes with corrections by Robert Underwood and Melonye Hart seconded	All in favor.
III. Programmatic Progress A. Level One Sub-Capabilities	Sharon stated that the new schedule was on the desk at the back of the room. She asked that they note that the new time for the EP Committee is 9:30 am		
I. Interoperable Communications	The mobile satellite was used during the welcome home for President Bush. Region 18 is also setting up the video conferencing portion so that we can use it during our meetings. She hopes it will be ready for our next meeting.		
II. Bed tracking system	Sharon stated that the reports were available for review. Status overdue is almost non-existent. She also told EMS that they needed to report at least once a week and how many units they have running and staffed. We will be reviewing that information at the next meeting. She wanted to give Kudos to everyone for a job well done. Keep up the good work.		
EM Resources reporting.	We have most of the equipment and are working with EM Resources to write policies and procedures. We will be using EM Tracking during the Airport drill on June 20, 2009. Sharon told hospitals and EMS to make sure they had two people that could be sent to the training section. A discussion ensued. The Patient Tracking workgroup will meet next week. We are starting with Midland and Odessa and work out from there. It will be a "Train the Trainer" program.		
III. ESAR-VHP	Still looking for Regional Administrators and volunteers. There will be a meeting in Austin in March. We will bring the information back.		

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V. Hospital evacuation plans	We only have one shelter in place plan and only 4 HVA. The deadline is February 28, 2009.		
B. Overarching Requirements I. NIMS compliance elements	Continue reporting NIMS		
II. Education and training			
III. Exercise, Evaluation, Corrective Action	Remember to report your drills and after action plans.		
IV. New Business			
Asset Tracking System	We are waiting on a bid from Facility Technology for a tracking system.		
Open Discussion	Adrienne Drayfus offered an updated alternate care site and mass evacuation plan from Thomason in El Paso that she would share. Sharon requested that she send a copy to the RAC offices to share with other hospitals. Sharon stated that we have also put an HVA template on the website for their use.		
IV. Adjournment	Sharon called for a motion to adjourn.	Motion was made by Melodye Pryor and seconded by Monica Sherwood.	All in favor.