



group that in relation to this situation- there are no outstanding or pending regional issues being monitored that we feel need be reported at this time. Instead we continue to move forward with our fiduciary responsibility while working closely with Amanda Reed and Dr. Kal Attie, and have already started the process of talent search to fill the Coordinator role in a responsible and timely manner. If there are any questions or concerns regarding this situation, please contact Dr. Kal Attie, Dr. Jerry Evans, or Amanda Frifeldt.

#### **1:06 pm | Fiduciary Report | 4 min**

- Amanda Frifeldt: BP4 budget as of December 2022- more than 50% of the grant has been sent. Updating spreadsheets and tracking data. A Reed will send out the updated budget report with these minutes. Any further questions regarding financials, Amanda Frifeldt is happy to answer.
- Dr. Evans- WMRMC is Region 6 and 7 employer. Regional Coordinator position is currently vacant. Advised that the Board take the lead to form a committee to conduct interviews to fill the position. HR will handle posting of the position and can conduct the initial screening if the board wishes. Committee of 5-7 people. Job posted for 1-2 weeks, 3-5 interviews in 1 day, try to do 2 days at most. In person or virtual.
- **INTERVIEW COMMITTEE- Contact Fred Craig (via email or phone) if you are interested in being on the committee. Will meet separately from Planning Board. Each Healthcare system, EMS, and LTC group should be represented.**
  - John Bolde
  - Kathi St. Pierre
  -

#### **1:12 PM | VOTING ITEMS | 40 min**

##### **1. Decon Trailers and Equipment (See discussion in Old Business) (No vote)**

- Discussion:
- Motion:
- Second:
- Vote Results:

#### **1:50 PM | AGENDA | 30 MIN**

Meeting Purpose | 1 min

- To discuss BP5 planning, finalize direction for decon trailers and equipment, discuss Chem/Rad plans, vote on reimplementation of Advisory Committee and Subcommittee structure, discuss amendments to bylaws to incorporate reintegration of AC/SC structure.

Attachments | 1 min

- Agenda, previous month's minutes, BP5 Project Proposals, BP5 ASPR Budget and work plan, Regional Preparedness and Response Plan, Executive Summary, Region 7 Bylaws.

Announcements | 1 min

- None.

#### **1:55 pm | New Business | 30 min**

- BP5 Deliverables due Jan 31
  - ASPR Budget and Workplan- submit to MIHAN (State) and CAT (Federal)
  - Preparedness and Response Plan and Executive Summary- Submit to MIHAN and CAT
  - Approved by Board Chair. Included notes about specific sections. Amanda will go through Fred's notes and will make updates. The documents will be shared with Dr. Attie, Fred, and the Fiduciary.
- Interim Reporting- due February 28<sup>th</sup>

- BP4 work plan, budget, and training and exercise plans. Updates will be made to reflect mid year progress and then shared with the Board and the Board Chair and Fiduciary for approval.
- These documents are submitted to the State in the MIHAN.
- MOUs- J Bolde asks if this would be a good time to review MOUs? Possibly expand to LTC?
  - Amanda and Dr. Attie will work on reviewing the MOU documents for any updates that need to be made. Fresh documents will be sent out to partners for review. Might be a good idea to have a couple board members involved in review of the documents for proper wording and to make sure all necessary points are covered.
- Advisory Committee/Subcommittee Structure- voting in February
  - TABLE until April or the Regional Coordinator position is filled.
- Bylaw updates- voting in February
  - ~~Approve verbiage about reintegration of Advisory Committee and Subcommittee Structure.~~
  - TABLE until April or the Regional Coordinator position is filled.
- GLHS 2023- Save the Date: May 9-11, 2023
  - Reviewing budget, let us know how many you would like to send. At least one person per system.
  - <https://www.michigan.gov/msp/divisions/emhsd/glhs>
- March 7-9 downtown Muskegon. MPSCS conference
  - <https://www.michigan.gov/mpscs/events>

#### NEW BUSINESS ACTION ITEMS:

- Amanda making further updates to Preparedness and Response plan and Executive Summary. Will share when complete.
- Amanda and Dr. Attie updating BP4 documents for Interim Reporting. Will share when complete.
- Amanda and Dr. Attie working on MOU documents- Hospital LTC, will send to Board for review and updated signatures.
- GLHS- if you would like to send someone from your facility, email Amanda- [arc@mir7hcc.com](mailto:arc@mir7hcc.com) . We will need to verify the budget to confirm how many people we can send.

#### 2:25 pm | Old Business | 15 min

- Decon Trailers
  - Status update on repairs/maintenance to be completed:
    - J Bolde- new info from regional Hazmat team- dry decon process- ordering equipment, this would impact hospitals. John will be receiving an equipment list.
    - Cadillac and Manistee- new tires (paid by facility)
    - M Fitch- new tires- facility absorbed payment- a few years ago. Will inventory equipment.
    - Cindy- needs inventory. Amanda will send out inventory list.
- Decon Equipment
  - Status update on what inventory needs to be replaced:
    - Amanda will send out inventory list to all hospitals. Please go through the list and provide a status update on the items.
- BP5 Project Proposals
  - Discuss and vote on submitted proposals
  - No proposals submitted. If you have a proposal to shar, please email it to Amanda- [arc@mir7hcc.com](mailto:arc@mir7hcc.com)
- Development of a Regional Ethical Guidelines/Scarce Resource Allocations Work Group or Subcommittee

- MNM- active committee internally, from a regional standpoint- resource allocation issue- accept/send patients.
- Munson- put McLaren in touch with Munson transfer center to help with some issues.
- Dr. Attie- will reach out to other regions to find out how they are approaching this workplan item/project and figure out how we can collaborate and provide situational awareness regionally.
  - Emphasis could be on resource allocation and EMS transports. Would be good to give this a little more attention via meeting and would allow for more discussion/idea sharing.
  - Find out how Region 8 is handling things.
- 
- Chemical and Radiation Plans
  - If you have these components in your plans and can share them, please email copies to Amanda and Kal.

#### OLD BUSINESS ACTION ITEMS:

- Review decon inventory, provide updates on condition of equipment, email to Amanda
- Send BP5 project funding proposals to Amanda
- R7 will ask other HCCs how they and their partners are handling the Development of a Regional Ethical Guidelines/Scarce Resource Allocations Work Group or Subcommittee

#### 2:40 pm | Facility Updates | 15 min

- Medical Director | Dr. Kal Attie- Conducted C-Suite meeting today, well received, learned of changes in personnel and will update for future meetings. Facility staffing, boarding, EMS transports, behavioral health/social work holds, strategies, Hi flo nasal Ox therapy, work plan update, went well. Meeting 2x per year. /// FYSA- HCC is trying to locate 12 ventilators in the region, if you come across the vents, please let us know. We may reach out if there is trouble locating them. THANK YOU JIM MCNAMEE FOR HOUSING THE CAGES AND FACILITATING TRANSFERS!
  - OMH- 6 ventilators to be picked.
  - C-Suite meeting includes CMOs and CNOs- about half of the regions conduct these meetings, well received, provide situational awareness, work plan item from state, typically ask how things are going and share information.
- DEPR BETP | Representative- Damon provided an update on regional and statewide COVID numbers/statuses. Overall, numbers look like they are holding steady, possibly headed downwards.
- Epidemiology | Roger Racine-
- Public Health | Cara Eule/Bret Haner- no major updates.
- Emergency Management | Matt Blythe-
- Trauma Coordinator | Deb Fisher- Heidi- moving forward with water safety/injury prevention in Munson system (poss other HC systems as well.)
- Behavioral Health | Joanie Blamer/Stacy Kaminski- Conducting first CISM training in Wexford this week. Much interest in the CISM team, will likely conduct another training this summer.
- Dialysis | Georgia Wilson- none
- LTC | Vacant- none
- SPRN/EMS- none
- Hospitals/MCAs
  - Munson HC Otsego Memorial/ Munson HC Grayling/ Munson HC Charlevoix – nothing at this time.
  - North Central MCA / Otsego MCA – Munson system is going to send out education- care of pregnant trauma patient- will send to pre-hospital providers as well.
  - Munson Medical Center- transition phase- Randi Terry is retiring this Friday.

- Munson HC Paul Oliver Memorial / Cadillac /Manistee – POMH- new construction in lower basement//Cadillac still seeing BH patients /// Manistee ER project proceeding, April 1- supply issues// seeing transfer issues as well.
- Kalkaska Memorial Health Center- none.
- MNM Petoskey- nothing further
- MNM Cheboygan- on track to open behavioral health unit in May.
- My MI MC Alpena - none
- McLaren Northern MI Systems- none
- Northern MCA - none
- Northwest MCA – none
- Manistee MCA – none
- NE MCA- none
- MI Ctr for Rural Health- none
- **Questions/Open Discussion:**
  - none

**2:15 pm | Meeting Closing | 5 min**

Action Items

- Contact Fred if you would like to be part of the interview committee.
- Amanda making further updates to Preparedness and Response plan and Executive Summary. Will share when complete.
- Amanda and Dr. Attie updating BP4 documents for Interim Reporting. Will share when complete.
- Amanda and Dr. Attie working on MOU documents- Hospital LTC, will send to Board for review and updated signatures.
- GLHS- if you would like to send someone from your facility, email Amanda- [arc@mir7hcc.com](mailto:arc@mir7hcc.com) . We will need to verify the budget to confirm how many people we can send.
- Review decon inventory, provide updates on condition of equipment, email to Amanda
- Send BP5 project funding proposals to Amanda
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Next Planning Board Meeting: **February 22, 2023 1 pm – 3pm**

Adjournment-

- Motion to adjourn: H O’Malley
- Second: K St. Pierre
- Adjourned: 2:33 pm