Connecticut Health Care Coalition

**Connecticut Health Care Coalition**
**Bimonthly Meeting Minutes**
**Wednesday, February 21, 2024**
**12-2 PM**
**Recording HERE (passcode: .3PBCzBL)**

| Agenda Item | Meeting Notes |
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| Welcome and Attendance | Kim Cerullo welcomed everyone to the meeting, handed over the introduction to James (Jim) Brown<br>Jim B asked for any new members/first-time attendees to introduce themselves. New members:<br>- Kris Magnussen, Region 4 ESF-8<br>- Andrea Boissevain, Stratford Health Department<br>- Veronica Cortes, Capitol Region MRC Coordinator<br>- Sue Jacozzi, ESF-8 Region 1 Coordinator<br>Paul Rabeuf (Chair) was not able to attend the meeting today so Jim B, Co-Chair led the meeting. |
| CT HCC Path Forward | **HCC Path Forward:**<br>• Jim B highlighted that the HCC is a work in progress; the goal is to get a solid foundation built so we can move forward together and make the HCC more operational rather than a "check the boxes" type coalition.<br>• Kim C reviewed the current activities that the Chairs and All Clear have implemented to ensure the HCC is a member-led coalition.<br>o Weekly Chair/Co-Chair meetings to connect on high priority items<br>o Chairs have been working with ESF8 and hospital partners to elevate feedback to All Clear<br>o Member-led meetings and workgroups are a priority moving forward, with support from All Clear<br>**Bylaws Revision**<br>• Jim B noted the bylaws had been worked on by the workgroup and discussed in recent meetings. Updates to the bylaws should be addressed by the workgroup as an opportunity to solidify some of the factors that affect the HCC path forward.<br>• Pat Turek noted that Paul R reported to him that some additional work needed to be done with the bylaws.<br>• Jim B asked if any voting members wanted to motion to form a workgroup.<br>o *Pat T made a motion to reinvigorate the bylaws workgroup, suggested John Pallazzo could lead that group.*<br>o *Jessica Kristy seconded the motion.*<br>o *Kim C launched a Zoom poll for voting and received 13 answers to the poll* |

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| CT HCC Path Forward (cont.) | ○ **The motion passes with 13 "yes" votes and 1 abstention (rather than voting "abstain," the participant did not fill out the poll).**<br>• Ginny Schwartzer: If the group needs any support (research, resources provided), let All Clear know. Besides that, All Clear will provide logistics and admin work for the Bylaws workgroup.<br>• Some HCC members have already been in touch with Paul R expressing interest in joining the workgroup, follow up will be coming via email.<br>**Satisfaction poll**<br>• Jim B explained that the purpose of this poll is to get a better idea of how members feel regarding the direction of the HCC path forward.<br>• Kim C opened the satisfaction poll via Zoom poll.<br>• Results will be shared with Chair and Co-Chair and will be utilized to guide the HCC path forward. |
| Budget Update<br><br>Budget Update (cont.) | **Budget Highlights**<br>• All Clear submitted December and January invoices to DPH.<br>• First round of mini grant process for MRC group resulted in $69,053 awarded.<br>• Second round of mini grant process for MRC group is currently open through the end of February.<br>• First round of special projects application process resulted in two projects that passed initial eligibility screening and were sent to the voting members prior to this meeting to score.<br>• Second round of the special projects application is currently open through March 8th.<br>• Questions can be sent to coordinator@cthcc.org . We would like to award 100% of the funds, please apply!<br>**Spending Year to Date**<br>• Total: $1,019,925.00<br>• Spent as of 1/31: $385,397.82<br>• Amount left: $634,527.18<br>**Full Budget Snapshot**<br>• Budget line items "MRC Funded Projects" and "Other Projects" make up the special projects budget; since documentation (reports and reimbursement requests) has not been submitted from awardees yet, that is why the total remains at $0 at this time.<br>○ If there are funds left unspent in the MRC category, it will go into the special projects line item. This will not inhibit MRCs from applying for funding when it is moved to the special projects.<br>• Special Projects Line Item:<br>○ $26,676.43 was previously approved and allocated to the CT HCC Conference<br>○ $149,480.52 is what is still available for special projects<br>**Discussion** |

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| Budget Update (cont.) | • Jessica K: what are the reporting requirements for the subcontractor awards?<br>  ○ *Quarterly* report of activities that you have done. For this current budget period: First reporting period is Jan to March, and the final is April – June.<br>  ○ *Monthly* reimbursements reports are due 10 days following the end of each month. These details are identified in the notice of award/contract that is issued to awardees. Participants requested that the second round of funding will have more specific dates in the contracts- like DPH contracts.<br>• Elisabeth Matuska: was awarded an MRC mini grant; wondering about a budget revision because they underspent in one category but had to spend more in another category. They are wondering what the process would be to formally submit a budget revision. Ginny S & Elisabeth M will discuss offline. Hoping to match the budget revision process that is already in place at the state level.<br>**MRC Project Updates**<br>Cheryl Assis – Capitol Region MRC<br>• Signed the agreement and they are ready to start executing the project.<br>• The scope of the project is to continue the work that CRCOG has been doing in past years; providing beside support and logistics support.<br>Elisabeth M - Shoreline MRC<br>• Planned a regional training and exercise day that would be available to the whole state on February 6th, 2024.<br>• This training day included three in-person trainings and one tabletop exercise, fourth training was held yesterday (virtually) and was recorded. Evaluation forms from the training day came back very positively.<br>• Elisabeth M's next step is finishing the reporting paperwork; they are waiting for invoices/other documentation.<br>• Met with Region 2 Coordinator about expanding on the progress they have from this project. They would like to do this again next year, depending on funding availability. Have already received suggestions for next year's trainings.<br>Stamford MRC - no one present, no report<br>Stratford-Trumbull-Monroe – Veronica C, Coordinator<br>• Utilizing funds for mental health training. Partnering with trauma response organization to offer trainings for MRC volunteers.<br>• Training has 97 people registered so far, and there are still some openings available.<br>**Strategic Plan Development**<br>• In 2021, All Clear completed a 3-year strategic plan for the CT HCC, so it is expiring this year. |

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| Budget Update (cont.) | • As part of the contract with DPH, the fiscal agent (All Clear) is required to develop and implement a 5-year strategic plan; discussions thus far have leaned toward hiring another contractor to do this for CT HCC.<br>• Jim Paturas mentioned that the timing may be a little off with the 5-year grant project period ending this year and new guidelines from ASPR are not out yet but is definitely in favor of hiring an outside contractor.<br>• Ginny S: The FOA has not been released yet, but we are hearing from federal partners that it will be out in March. The plan would be to incorporate anything from the FOA, once it is released, into the Strategic Plan. If anyone has contacts for potential vendors/contractors to hire, please let Ginny S know.<br>• Jim P: Does have contacts but is concerned about the timeframe for hiring them; Leadership Greater Hartford has been utilized in the past. Wants to ensure the strategic plan is not too broad; establish key focus areas.<br>• Jessica K: contract requirements are good to know, but we should also consider the cost benefit of strategic planning. Successfully planning without the FOA will be difficult. Definitely have an independent contractor do this if the money is there. There are other strategic planning efforts in the public health space and hospitals happening right now.<br>• Ginny S: A good next step is to determine what the scope of work looks like for hiring an outside contractor so that they know exactly what CT HCC needs them to do. This is also contingent on the timing of the release of the FOA; Ginny will discuss with DPH re: an extension for this requirement so that the timing can be better aligned with the FOA.<br>• Jim B: Did not want to leave it opened ended in this meeting; wanted to address it with the group.<br>• Jim P suggested that we ask DPH, could they allow us to simply review/revise the 2021-2024 Strategic Plan to meet this deliverable? Maybe provide a report on what has/has not been addressed since 2021?<br>• Ginny S will discuss with Bill to see if a revision/update is sufficient and will report back out. |
| Staffing Update | Carmen Flores has joined the All Clear Emergency Management Group as a Planning specialist. She comes to the team with over five years of experience and will be supporting the CT HCC as needed. |
| Special Project Application Review | **Special Project Process**<br>• Feb. 9 - Round one of Special Projects Funding application opened<br>• Feb. 14 – scoring sheets were sent to voting members so that they could rank the projects before voting on them officially.<br>  ○ 6 project scoring sheets were received from 2/14 to 2/20<br>• Scoring Review/Questions |

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| | ○ Raffaella Calciano: In the scoring sheets, 3 quotes from different vendors were required if something was over $5,000, but both applications only provided 1 quote - how does this work?<br>▪ Answer (Ginny): You must have 3 quotes if it is a purchase of a single item/resource/trainer that is over $5,000. Neither project had a single item/service that costs over $5,000.<br>○ Brian Hunt: If a training is planned and travel is included in the budget and ends up costing over $5,000, would that be an issue?<br>▪ Answer: No, because each item (mileage/hotel/per diem) would be separated out within the budget<br>○ Kim: The scoring sheet process/accessibility has been identified as an issue and will be improved moving forward.<br>**CT EMS for Children (Megan Petrucelli) – requested $10,416 for the purchase of File of Life Magnetic Information Cards.**<br>Goal was focused on three things:<br>• Purchase 10,000 information cards (trying to keep the project manageable to start but hoping to expand in the future)<br>• Distribute these cards to EMS agencies and the two children's hospitals' EDs.<br>• Create educational materials to go along with distributing the info cards.<br>Questions:<br>• Blair Balmforth, Region 5 ESF-8: How will the ESF-8s be involved in the distribution of these info cards? Megan: ESF-8s would be involved in training, not necessarily distribution.<br>• Blair B: will there be equitable distribution across the state? Megan: EMS agencies will have equal opportunity.<br>• Blair B: Will there be an indication that these were paid for by the HCC? Megan: They are customizable, can add the HCC logo if that is desired.<br>• Jessica K: Would like Megan to join the Region 5 ESF-8 standing agenda to summarize the program and make sure the region is engaged in this program. Megan: Will plan to join.<br>• Jennifer Farley: Would you be willing to write a process whereby other facilities with patients who do not come by one of the children's hospitals to have access to the cards? Megan: Would be happy to redistribute through other agencies as well.<br>• Are the info cards handwritten or electronic? Megan: Handwritten. The electronic version requires more frontend funding and upkeep. |

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| Special Project Application Review (cont.) | **Hartford HealthCare (Anthony Pacella) – requested $38,640 for the purchase of Radiation Monitoring Devices.**<br>Summary:<br>• Anthony P is the Assistant Radiation Safety Officer at Hartford Healthcare<br>• Hartford Healthcare has established a community outreach radiation safety training which is available to all EMS partners throughout the state.<br>• Health care workers do not have or understand the required equipment for mass casualty/mass decontamination events; the timely deployment of the right equipment by the right people is key. This new monitor provides a lot of information, is less expensive than many on the market.<br>• Placing these assets throughout the state could allow for fast deployment across the state, helping to support each other.<br>• Hartford Healthcare facilities would store these so that they are evenly distributed throughout the state. HHC is dedicated to supporting the healthcare provider who needs that support.<br>• Devices are brand new and do not require yearly service (3-5 years is the expectation), and come with an instruction manual and Bluetooth connectivity.<br>• Anthony would take ownership of the program management and would work with the company to recalibrate the equipment as it is needed.<br>Questions:<br>• Raffaella C: Would the Regional MCI Trailers be a good place to store them, rather than HHC facilities? Anthony P: We proposed that they be stored at the HHC locations because the hospitals are staffed 24 hrs. and are easy to contact for deployment. Raffaella C: MCI trailers are staffed 24/7. Perhaps consider the MCI trailers instead. Anthony P: We could put them anywhere as long as the communication structure is there. Raffaella C: it could be concerning to some that they are stored at one health care system's facilities.<br>• Brian H: Do HAZMAT first responder teams already have these materials? Anthony P: the goal is to have them as healthcare provider specific resources and want to ensure that they do not mix into the resources of First Responder agencies. These are for healthcare workers, not First Responders.<br>• Jessica K: An operational plan should come with this request. Storing, deploying, other logistics management details should be included in this.<br>• Patrick T: Concerns mostly center around the storage of these resources at HHC, could they be stored elsewhere? Trinity or others? Anthony: The original reasoning was that someone held the ultimate structure of the program but is open to amending the proposal to include different storage locations. |

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| Special Project Application Review (cont.) | **Voting**<br>Kim C: would anyone like to put forth a motion to vote on the EMS for Children project?<br>• Jennifer F posed a motion and Pat T seconded the motion<br>• Kim C launched a voting poll, 2/3 consensus by voting members is required to pass<br>• **The motion passes unanimously with 14 "yes" votes.**<br>Kim: would anyone like to put forth a motion to vote on the HHC project?<br>• Jennifer F posed a motion and John seconded motion<br>• Kim C launched a voting poll, 2/3 consensus by voting members is required to pass<br>• The motion does NOT pass, with 7 "yes" votes, 5 "no" votes, and 2 "abstain" votes.<br>o Although the motion received 50% "yes" votes, it did not receive the 2/3 consensus required to approve special projects per the CT HCC bylaws.<br>**Special Project Funding Next Steps**<br>• The awardees of any projects passed will receive an awardee letter to sign and return for CT HCC records<br>• Awardees will provide a quarterly update on progress<br>• Any applicants who did not have their project approved can revise and resubmit for the second round of funding.<br>Kim C reviewed the Special Projects round 2 timeline, which can be found on the Coalition website. |
| MEDSAT Redundant Communications Drill | **Bill Gerrish: Radio Comms Drill scheduled for March 7**<br>• CT has utilized the Medical Satellite radio network for several years, radios were upgraded a few years ago.<br>• DPH requires that MEDSAT radios be integrated into the CT HCC redundant communications drill so that they can have a better idea of why roll call participation rates are low. (What are the barriers to participation?)<br>• March 7 drill will include a roll call as usual.<br>• Goal is to exercise them in a functional or full-scale exercise in the future.<br>Kim C:<br>• For those without radios, fill out the form that will be distributed via email. Survey will be open 24 hrs. |
| NHCPC Lessons Learned | Deferred to March special meeting. |

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| Round Table Updates | **Coalition Conference: REGISTER HERE**<br>- March 18th<br>- 8am – 4pm<br>- Free registration and meals<br>- Continuing education credits will be offered<br><br>The following member updates were provided via email for inclusion in these minutes:<br>**Day Kimball Hospital**<br>Hospital remains active while COVID inpatient numbers are relatively low at this time. No abnormal supply chain issues with respect to PPE, supplies, etc. Exercised Incident Command with recent 10-12" snowfall event; all went well.<br>**Region 3 ESF-8**<br>**Active Recruitment for HCC membership**<br>Region 3 ESF 8 is an active member in the CT Healthcare Coalition represented by chair, Pat Srenaski and co-chair, Mary Grace Keating. Campaign underway to increase participation in the coalition by members of hospitals, public health, EMS, emergency management, and especially by long-term care, home care providers and other health care partners.<br><br>**Capitol Region Medical Reserve Corp**<br>Allyson Schulz, CR-MRC Trainer and Andrew McGuire, CT LTC-MAP Program Manager, will present at the Preparedness Summit on March 25, 2024 in Cleveland, Ohio. Their presentation titled "Prepping MRC Volunteers for the Next Rumble: Regional Bedside and Coordinating Center Readiness in Long-term Care" will feature a case study of post-pandemic collaboration to enhance readiness of MRC volunteers to support response teams at the bedside or in a coordinating center during emergencies affecting long-term care facilities. This collaborative training initiative strengthened regional capacity to mitigate surge events while sustaining volunteer engagement.<br>**Region 3 Public Health**<br>Planning has begun for the **Project Public Health Ready** national recognition, by reviewing plans and establishing workgroups to address the three PPHR project goals: all-hazards emergency preparedness and response planning, workforce capacity development and quality improvement through exercises and real events.<br>**Eastern CT Hospital Network**<br>ECHN is working with Jenson Hughes on EM/Life Safety Project Plan 2024<br>• New Life Safety Drawings (facility and door inspection)<br>• OR Surgical Fire Training<br>• Developing HICS Job Action Sheet Training and Exercises |

| Agenda Item | Meeting Notes |
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| Agenda items for Next Meeting (Not addressed) | |

| Name | Organization/Function | 7/20 | 8/16 | 9/20 | 10/18 | 12/20 | 1/22 | 2/21 | 3/20 | 4/17 | 5/15 | 6/19 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Bob Mara | Aetna Ambulance Service | | | | | X | | | | | | |
| Damian Rickard | American Ambulance Service | | | | | X | | | | | | |
| Mary Grace Keating | Bristol-Burlington Health District | X | X | X | | X | X | X | | | | |
| Cheryl Assis | Capitol Region MRC | | | | | | | X | | | | |
| Brian Cournoyer | CHA | | X | | X | X | x | X | | | | |
| Aria Swan | Chesprocott Health District | | | | | | | x | | | | |
| Lily Pawloski | Chesprocott Health District | | | | | | X | X | | | | |
| Amanda Gill | Community Health Center, Inc. | | | | X | X | X | | | | | |
| Lynn Hayes | Clinical Advisor | X | X | X | X | X | X | X | | | | |
| Nicholas Jossem | CRI Region 1 PHEP | | | | X | X | X | | | | | |
| Brian Hunt | CRI Region 2 PHEP | | X | X | X | X | X | X | | | | |
| Bob Kenny | CT DEMHS | | | X | | | | | | | | |
| Erin McDermott | CT DPH | | X | | | | | | | | | |
| Raffaella Calciano | CT DPH OEMS | X | X | | X | | X | X | | | | |
| Judith Reynolds | CT DPH OEMS | | | | X | | | X | | | | |
| Makayla Andrews | CT DPH OHPR MRC Coordinator | | | X | X | | | | | | | |
| Bill Gerrish | CT DPH OPHPR | X | X | X | X | X | X | X | | | | |
| Maryanne Pappas | CT DPH OPHPR | X | X | X | | X | | X | | | | |
| Michael Mozzer | CT DPH OPHPR | X | | X | | | | X | | | | |

| Name | Organization/Function | 7/20 | 8/16 | 9/20 | 10/18 | 12/20 | 1/22 | 2/21 | 3/20 | 4/17 | 5/15 | 6/19 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Kimberly VanAelst | CT DPH OPHPR | | | | | | X | X | | | | |
| Megan Petrucelli | CT EMS For Children | | | | X | X | | X | | | | |
| John D'Orazio | Eastern CT Health Network | X | | X | X | X | | X | | | | |
| Michael Pascucilla | East Shore District Health Department | | | | | | | X | | | | |
| Greg Allard | EMS PRO | | | | | X | | X | | | | |
| Roger DeBaise | Gaylord Hospital | | | X | X | | | | | | | |
| Patrick Turek | Hartford Healthcare | | X | X | X | X | X | X | | | | |
| Anthony Pacella | Hartford Healthcare | | | | | | | X | | | | |
| Beth Massey | Hospital for Special Care | X | | | | | | X | | | | |
| Jennifer Farley | Hospital for Special Care | | X | X | X | X | X | X | | | | |
| Andy McGuire | Jensen Hughes | X | | | | | | | | | | |
| Nick Gabriele | Jensen Hughes | X | | | | | | | | | | |
| Brian Blondin | Lawrence and Memorial Hospital | | | | | X | X | X | | | | |
| Christian Lamoreux | NDMS | | | | X | | X | | | | | |
| Drew McBrearty | NDMS | | | | | | X | | | | | |
| Corey Van Oostendorp | Nuvance Health Norwalk Hospital | | X | | X | X | X | X | | | | |
| Jim Hutchinson | Nuvance Health- Sharon Hospital | X | X | X | X | | | | | | | |
| Blair Balmforth | Nuvance Health – Danbury/New Milford Hospital | | | | | | | X | | | | |
| Judie Threatt | PHEP Coordinator, Glastonbury Health | | | | | X | | | | | | |
| John Pelazza | Region 1 ESF-8 | X | X | | X | X | X | | | | | |
| Sue Jacozzi | Region 1 ESF-8 | | | | | | | X | | | | |

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| Pat Srenaski | Region 3 ESF-8 | X | X | | X | X | | X | | | | |
| Kris Magnussen | Region 4 ESF-8 | | | | | | X | X | | | | |
| Megan McClintock | Region 5 ESF-8 | X | | | | | | | | | | |
| Paul Rabeuf | Region 5 ESF-8 and Hartford Healthcare | | X | X | X | X | X | | | | | |
| Jessica Kristy | Region 5 ESF-8- CADH | X | X | X | | X | X | X | | | | |
| Elisabeth Matuska | Shoreline HD/Region 2 MRC | | | | | | | X | | | | |
| Susan Lonczak | South Central Health District | | | | | | X | X | | | | |
| Andrea Boissevain | Stratford Health Department | | | | | | | X | | | | |
| Veronica Cortes | Stratford Health Department | | | | | | | X | | | | |
| Augie Holzmiller | St. Francis Hospital/ Mt Sinai Hospital | | | X | X | X | | X | | | | |
| Shivani Kaneria | Torrington Area Health District | | | | | | | X | | | | |
| Ivan Sarmiento Jr. | Trinity Health of New England | X | | | | | | | | | | |
| Paul Wentworth | Trinity Health of New England | X | | | X | | X | X | | | | |
| James Brown | UConn Health | X | X | X | X | | X | X | | | | |
| Sheena Pinnock | Waterbury DPH | | X | | X | X | X | | | | | |
| Nina Robertson | Wallingford Health | | | | | | X | X | | | | |
| Odali Rodriquez | Wallingford Health | | | | | | X | X | | | | |
| James Paturas | Yale New Haven Health | | X | X | X | X | X | X | | | | |
| Joe Albanese | Yale New Haven Health | X | X | | | | | | | | | |
| Jordan Rose Swenson | Yale New Haven Hospital | | X | X | X | | X | X | | | | |
| Ginny Schwartzer | All Clear, Fiscal Agent | X | X | X | X | X | X | X | | | | |
| Mary Beth Skarote | All Clear, HCC Team Supervisor | | X | X | X | X | X | X | | | | |

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|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Kim Cerullo | All Clear, RRC | X | X | X | X | X | X | X | | | | |
| Carmen Flores | All Clear | | | | | | | X | | | | |
| Rachel Cruz | All Clear | | | | | X | | | | | | |
| Emily Peterson | All Clear | | | | | X | X | | | | | |

**NEXT MEETING: CT HCC Special Meeting**
March 20, 2024, 12-1 PM
Join the Zoom Meeting
https://zoom.us/j/94870641642?pwd=VlFTU1pJcGNZeU44Wk1mZTNTMjAxZz09

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