



Health Care Coalition of Orange County

Advisory Committee

SNF/LTC

Wednesday, December 11, 2019 – 09:00 a.m. to 10:00 a.m.

Location:

Health Care Agency Operations Center
2228 Ritchey St.
Santa Ana, CA 92705

AGENDA

Teleconference Dial-In Number – (888) 363-4735, Access Code 4816064#

I. CALL TO ORDER

II. INTRODUCTIONS/ANNOUNCEMENTS

- Membership Agreement

III. APPROVAL OF MINUTES

- Approval of June/September 18, 2019 minutes

(Attachment 1)

IV. EMS/HEM REPORT

- Health Emergency Management (HEM) Program

V. OLD BUSINESS

- Communication

VI. NEW BUSINESS

- New Chair
- CAHF Meeting
- CAHF EOP Templates
- NHICS Trainings
- HVA Trainings
- Sit Reps
- ReddiNet
- Advisory Committee Reports

VII. OTHER BUSINESS

VIII. NEXT MEETING

- March 11, 2020, 9:00 – 10:00am, Health Care Agency Operations Center (AOC), 2228 Ritchey St., Santa Ana, CA 92705

IX. ADJOURNMENT



Health Care Coalition of Orange County

Advisory Committee

SNF/LTC

Wednesday, June 12, 2019 – 09:00 a.m. to 10:00 a.m.

Location:

Health Care Agency Operations Center
2228 Ritchey St.
Santa Ana, CA 92705

MINUTES

I. CALL TO ORDER

- The meeting was called to order at 9:01 a.m.

II. INTRODUCTIONS/ANNOUNCEMENTS

- Introductions were made.

III. APPROVAL OF MINUTES

- March 26, 2019 meeting minutes were approved.

IV. EMS/HEM REPORT

- The AAR meeting for the May 16, 2019 drill will occur Wednesday, June 19, 2019 9-11am at Orange County Global's Bash Auditorium.

V. SURVEYS

- Surveyors asked a facility how many drills they participated in and said they participated in the May 16th exercise and they requested AAR, sign in sheets and counted how many staff participated. They also asked for FEMA's phone#; there is a chain of command and FEMA would be a last resource. Members are asked to explain to surveyors how the Coalition system works.

VI. NEW BUSINESS

- HCCOC drill- Lessons Learned were discussed. An identified gap was disseminating information to residents and family members.
- Advisory Group Goals – The Advisory Group Goals were discussed.
 - 50% of SNF/LTC will conduct an evacuation drill before end FY (June 2020)
 - Communication Tree Draft
 1. Robert Gerken/Generations Healthcare volunteered to contact and verify contact info on list is accurate. Jason will provide him a copy.
 - Emergency Operations Plans Template- Discussed using CAHF's template as a possibility.
- Cyber Security and Shelter in Place Results Survey Results – Survey results were included in the agenda packet and reviewed. Results demonstrate a lack of participation from HCCOC members. It is important to participate in surveys and polls.
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- Nomination of Chairperson – Election of a chair will be conducted electronically.

VII. OTHER BUSINESS

- Round Table

VIII. NEXT MEETING

- September 18, 2019, 09:00 – 10:00 am, at 2228 Ritchey Street, Santa Ana Ca.

IX. ADJOURNMENT

- The meeting was adjourned at 10:04am



Health Care Coalition of Orange County

Advisory Committee

SNF/LTC

Wednesday, September 18, 2019 – 9:00 a.m. to 10:00 a.m.

Location:

Health Care Agency Operations Center
2228 Ritchey St.
Santa Ana, CA 92705

MINUTES

I. CALL TO ORDER

- The meeting was called to order at 9:01 a.m. by Alison Kellman

II. INTRODUCTIONS/ANNOUNCEMENTS

- Introductions were made

III. APPROVAL OF MINUTES

- Approval of June/September minutes deferred until December

IV. EMS/HEM REPORT

- **Health Emergency Management (HEM) Program**
 - **Gov. Delivery** – Reminder that all announcements and correspondence will be sent by Gov. Delivery
 - **Membership Agreement** – If you completed a membership agreement, you have been added to Gov. Delivery. Every facility needs to complete a membership agreement. Primary and secondary personnel on membership form are signed up for Gov. Delivery automatically, all other facility staff who would like alerts, will need to sign up manually.
 - **Alert OC** – We encourage all of you and your staff members to sign up

V. SURVEYS

- Surveyors did not want Class K fire extinguisher to have a cover; they want facility to deploy the household system and they do not test fire risers. They looked at their EOP specifically in communication.

VI. UNFINISHED BUSINESS

- **Advisory Group Goals** – electronic nomination survey will be sent next week for election of a Chair
 - **50% of SNF/LTC will conduct an evacuation drill** – we will have a table top for evacuation in early 2020; we will get a group to start planning
 - **Communication Tree Draft** – we will work on a draft to share with the group in December
 - **Emergency Operations Plans Template** – we will send CAHFs template and distribute to everyone

VII. NEW BUSINESS

- **ReddiNet** – ReddiNet will become mandatory for all coalition members. There will be trainings.

- **Website** – Review on how to register for Gov. Delivery and how to access meeting dates, minutes and agendas posted on EMS/HEM website
- **SWMHE Update** – Stephen Noriega advised exercise is scheduled for November 20th from 12-4pm. Intent to Participate survey is mandatory and can be found in EMS/HEM website and deadline to submit is September 20th. Planning meeting is scheduled September 20th from 1pm-3pm.
- **Sit Rep Training** – Donna presented a draft of revised Sit Rep form and asked group for feedback. Once final version is available, we will send out an email and advice where to access it

VIII. OTHER BUSINESS

- Round Table

IX. NEXT MEETING

- December 11, 2019 Health Care Agency Operations Center (AOC), 2228 Ritchey St., Santa Ana, CA 92705

X. ADJOURNMENT

- The meeting was adjourned at 9:38 a.m.



**Health Care Coalition of Orange County
Long Term Care/Skilled Nursing Facility
Advisory Committee**

2020 MEETINGS SCHEDULE

- **Wednesday, March 11, 2020**
- **Wednesday, June 10, 2020**
- **Wednesday, September 9, 2020**
- **Wednesday, December 9, 2020**

**Meetings are held quarterly
(March, June, September, and December)**

Time: 9:00 am to 10:00 am

Address:

**2228 Ritchey St
Santa Ana, CA 92705**

Contact:

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