I. WELCOME/INTRODUCTIONS (Kristine Oase Guth)
Attendees: Mary Abel, Diane Akers, Stacy Bolton, Jared Edmunds, Kristine Guth, Jennifer Hamburg, Carol Keates, Joan Kling, Pat Lahey, Jamey Morgan Candace Revaz, Jordan Thomson, Rich Todd, Amy Velasco, Chris Weston, Jim Irby, Trudy Kilian, Mellissa Cockrell, Nina Deatherage

Guests: Stephanie Ropp, Jean Alarcon

Remotely: Mike Deatherage, Becky Thornberg, Rodney Wright, Karen Bender

Thank you to Marshall for hosting the meetings in 2014.

II. APPROVAL OF MINUTES (Kristine Oase Guth)
Minutes of the October 8, 2013 Public Health Preparedness Workgroup (PHPWG) meeting were discussed. Notify Pat Lahey of any changes or corrections. Final minutes with corrections will be posted to the website www.edcgov.us/publichealthpreparedness.

III. FLU UPDATE (Kristine Oase Guth)
- The current status of flu cases in El Dorado was reported.
- A masking order for El Dorado County has been put in place by the Public Health Officer.

IV. WINTER STORM DISCUSSION – December 2013 (Workgroup)
Overview – Kristine gave an overview of the winter storm that took place December 6 and 7, 2013. There were 4 to 6 inches of snow in Placerville.

Agency/Organization Preparations- Agencies discussed what they did in preparation for the winter storm.
- Barton held pre-planning meetings, bumped up materials and supplies, and used lessons learned from 2009 to prepare for this storm.
- EMS reported West Slope JPA brought on 4 additional medic units in anticipation of the storm and staged them all. Didn’t receive the call volume expected over the weekend, so downsized accordingly. Icy roads made getting to Marshall a challenge - needed salt or sand.
- The Pines parking lot was icy. Unable to purchase salt and sand as several stores were out of stock. Will keep supplies on hand in the future.
• Gold County found propane torches in Folsom which they used to melt ice buildup.
• OES reached out to other county department contacts. Geared up in anticipation of county power outages based on prior experience. Identified emergency shelters around Placerville with backup generators for power outages.
• DOT ran 24 hour a day shifts, all personnel were available, plenty of sand and equipment on hand, ready to respond.
• Emergency operations monitored calls 24 hours a day.
• PG&E had crews on standby and closely monitored the power grid in our area.
• Libraries put out a press release notifying the public that the library branches that were already scheduled to be open Saturday would be available as locations for the public to go. If needed libraries were prepared to extend hours.
• Health and Human Services had social workers on standby. Outreach made to Vulnerable Populations.
• PHP referred to their After Action Report (AAR) from 2009. Held a tabletop exercise with a winter storm scenario in October 2013, with partner agencies, in preparation for winter season. Looking at doing on an annual basis.

**Next Steps** – PHP WG planning an extreme heat tabletop with partners before summer.

V. **STATEWIDE MEDICAL AND HEALTH EXERCISE RECAP**
• Kristine gave a recap of the Statewide Medical and Health Exercise. The scenario was a Food Borne Outbreak. Tested communications to be sure systems were in place to communicate with each other. Hospitals tested medical surge. Tested investigation between Environmental Health and Marshall’s infection control. Also looked at emergency operations set up. Held a Table Top Exercise (TTX) on October 17 and the Functional Exercise November 21. AAR will be available next month. If you have something to include in the AAR, please submit to: kristine.oase-guth@edcgov.us. Environmental Management has a summary of the exercise available. If you would like a copy of the summary contact: karen.bender@edcgov.us.
• Barton didn’t participate in the exercise due to real event. They called in the back-up physician. Everything ran smoothly. Will have an AAR available soon.
• Barton also had a medical surge occur December 30 and 31 during Snow Globe, a 3 day outdoor concert series, and New Year’s Eve celebrations. These brought an additional 30,000 people into the South Lake Tahoe area.

VI. **PRESENTATION: HAZARDS VULNERABILITY ASSESSMENT**
**Overview of Local Hazards** - Kristine gave a presentation on the Hazards Vulnerability Assessment. The purpose of the assessment is to help the community make decisions about identifying vulnerabilities, ways to mitigate those hazards, and planning forward, responding to, and recovering from those hazards. Hospitals, OES, and Public Health do an assessment either annually or regularly. The presentation covered the different hazards identified by County Office of Emergency Services, Public Health, Marshall and Barton. In 2014 the group will identify 3 different hazards and look at increasing the level of preparedness and readiness for each of those.

**Survey on Hazard Readiness** – In the next few weeks a SurveyMonkey will be sent out to group asking everyone to select 3 hazards they would like the PHP Workgroup to
focus on. The responses will be ranked and presented at the next meeting. The group will then discuss those hazards and work on them at the next 3 meetings in 2014.

VII. CALIFORNIA HEALTH AND MEDICAL EMERGENCY OPERATIONS MANUAL (EOM)
EOM Purpose—State Department of Public Health puts out a manual called the Emergency Operations Manual. It’s a public Health and Medical Operations manual that helps to create a common operating framework to bring the medical field, medical response, and Public Health response together.
Tailored presentation for Agencies/Organizations – Preparedness can provide on site EOM training tailored to the needs of your agency. It covers what to do in an emergency, such as request procedures, incident notifications, flow charts and incident specific checklists. The EOM is also available online. For more information or to schedule a training contact Public Health Preparedness at: patricia.lahey@edcgov or Pat Lahey at: 530-621-7580.

VIII. EXERCISES AND TRAININGS
Quarterly Communications Drill – February 6, 2014, 1:30 pm
Small Active Shooter Drill – Marshall will hold this drill with Placerville Police Department in the next few weeks.
Code Orange Drill – Will hold at Barton by February 15.
Ham Cram Class – Barton will hold this on Sunday, April 26. Ham Cram is typically designed for people in public service or First Responders that usually already use some type of radio system for their work. Pat will send out the flyer for the class.

Jamey and Rich both shared that when cell towers are overloaded or service unavailable, Ham radios are the only method of communication.

IX. GOOD OF THE ORDER AND AGENCY UPDATES
California Hospital Association (CHA) (Diane Akers)
• Diane works for CHA but is paid through the Hospital Preparedness Program grant as the Hospital Preparedness Coordinator. She works with a several hospitals in the area.
• She is available to assist in many ways, such as put on trainings for hospitals, which anyone can attend, site visits, plan reviews, Joint Commission, Emergency Management preparation, or other accreditation responsibilities, HPP grant guidance, setting up an exercise, determining exercise target capabilities class, act as an exercise controller or evaluator, HICS training, teaching exercise design or AAR class.
• The CHA website has valuable information for hospitals. The website also has checklists for incidents that can happen with points that apply to any agency. If you need help, use her as a resource. Contact Diane at: dianeakers@aol.com, or by phone at: 916-443-7401.

EDCCHC (Stacy Bolton)
• Terri Stratton is the new CEO of CHC. Patrick Klein is the new clinical director. Both worked previously with Public Health.
• CHC was awarded a grant in November which will enable them to expand to a third site in Cameron Park, where they will move by March 1, 2014.
• Their Administrative Staff has moved from the main campus to make more room for exam rooms, telemedicine and video conferencing.
• They now have to meet Federally Qualified Health Care (FQHC) standards. These will enable them to add several hundred more visits per year. Recruiting Physicians for new facility.

EMS (Richard Todd)
• EMS and Preparedness both relocated to 2900 Fair Lane Court, under the main library. Phone numbers and emails remain the same.

Animal Services (Jennifer Hamburg)
• Still on schedule for new shelter to open October or November 2014.

Marshall Medical (Candace Revaz)
• Solar panel installation is almost complete at their campus.

Health and Human Services Agency (Chris Weston)
• Public Health and Preparedness both involved in Agency wide Strategic Planning. Public Health has large role in the process.
• Pursuing Public Health Accreditation for Public Health Department.
• Gerry Silva is part of the Public Health Accreditation Workgroup. Environmental Management has a piece in the accreditation process.

American Red Cross (Joan Kling)
• David Kennedy has formed a First Response/Sheltering group for EDC. They will be first on the scene to set up sheltering or whatever is needed. There are shelter supplies located in the county.

Environmental Management (Amy Velasco)
• USDEA is holding a Drug Take Back, a controlled substance disposal event, in April. Call Environmental Management for more information.
• Will reactivate temporary household hazardous waste collection events. The first event will be May 10 at Camino Fire. Free for the public. Will keep the group informed.
• Will be holding four used oil filter collection events this spring.

The next Public Health Preparedness Workgroup meeting will be held on April 8, 2014, 1:00 pm, Marshall Hospital, Conference Room D, 1100 Marshall Way, Placerville.