

# OHIO EMS HOMELAND SECURITY SUBCOMMITTEE

MINUTES	DATE August 4, 2017	TIME 10:00 am - 3:30 pm	LOCATION ODPS Shipley Bldg, Rm 1106 Columbus, OH 43223
<b>ATTENDEES</b>	<p><b><u>Committee Members:</u></b></p> <p><b><u>ODPS-(EMS) Staff:</u></b></p> <p><b><u>Visitors:</u></b></p>	<p>Deanna Harris (Chair), Geoffrey Dutton (Vice Chair), Karen Beavers, David Gerstner, Jeffrey Jackson, Mark Resanovich, Micah Stoll</p> <p>Dr. Carol Cunningham; John Molnar (Liaison), EMS; Jayn Mayton (Support), EMS; Robert Wagoner, Deputy Director, EMS</p> <p>Kyle Wolfe, ODH; Viola Webber, ODH; Ron Wehner, EMS Fiscal</p>	
<b>ABSENT</b>	<b><u>Committee Members:</u></b>	Ray Friedman, Robert Moore, Barry Seth, Eric Wiedlebacher, Michael Wood, Dr. Michael Zorko	
<b>AGENDA TOPICS</b>			
<b>TOPIC</b>	<b>Welcome</b>		
<b>DISCUSSION</b>	The meeting was called to order at 10:17 a.m. by Ms. Harris. The members and visitors introduced themselves.		
<b>AGENDA TOPICS</b>			
<b>TOPIC</b>	<b>Approval of Minutes and Notes</b>		
<b>DISCUSSION</b>	<p>Upon review of the minutes of the July 7, 2017 meeting, one change was requested.</p> <ul style="list-style-type: none"> <li>• Under the topic: Review of Strategic Plan items approved by the EMFTS Board, Action Items item C., (page 4), Mr. Gerstner brought to the Subcommittee’s attention that two separate actions were decided upon, but the action item only lists one. It was recommended that the action item be amended to read: “Discuss enhancing the Fire Emergency Response System (FERS) with additional EMS resources, and improving functionality of the Law Enforcement Response System (LERP).</li> </ul> <p>Motion was made by Mr. Gerstner and seconded by Ms. Beavers to approve the meeting minutes of July 7, 2017, as corrected. Motion was passed with all in favor, none opposed, no abstentions.</p>		

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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make recommended changes to July minutes Post approved July minutes to EMS Website	Ms. Mayton	September 15, 2017

TOPIC	<b>Review of the CHEMPACK working group</b>
<b>DISCUSSION</b>	<p>Members of the CHEMPACK working group have started working on the narration of the CHEMPACK training PowerPoint slides. The completed narration will be forwarded to Ms. Mayton to transcribe. As explained by Mr. Gerstner and Dr. Cunningham, the initial slide set will be used as the EMS training, and is currently 126 slides in length. It contains the elements of several other trainings. Other trainings will be extrapolated from this core slide set, and will probably be around 15 slides each. The other CHEMPACK training modules are designed for host hospitals, non-host hospitals, law enforcement, pharmacists, and public health.</p> <p>Executive Director House has requested a deadline of October 1st, 2017 for completion of the EMS training module, in order for it to be presented to the EMFTS Board meeting on October 18th. After discussing several scenarios for reaching that deadline and whether additional trainings could be finished, it was noted by Mr. Molnar that the most realistic option is to focus solely on completion of the slide deck for the EMS training module by the October 18<sup>th</sup> deadline. After the Board has a chance to review and give feedback, the CHEMPACK working group can incorporate their feedback into the EMS training and proceed with the other trainings.</p> <p>In response to a question by Ms. Weber (ODH), a discussion ensued as to when the hospital trainings will be created. It was agreed that the host and non-host hospital trainings would be the next ones completed after the EMS training. Mr. Gerstner pointed out that the EMS training would still need to be finalized</p>

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after the Board provides feedback; however, the host and non-host hospital training can easily be lifted from the EMS training without additional material added. Mr. Gerstner estimated one to two months after the EMS training would be a reasonable expectation for completion of the hospital trainings. Mr. Molnar suggested that the first quarter of 2018 would then be a realistic timeframe for rolling out the training.

There was a discussion about adding additional information regarding medical countermeasures (MCM) or Strategic National Stockpile (SNS) processes to the CHEMPACK training slides. It was agreed that, in order to avoid unnecessary confusion, this information could be added only to the hospital training materials. This decision was supported by the fact that hospitals are familiar with the terminology and procedures, and it will not be included in the other training modules.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<p>Complete narration of CHEMPACK PowerPoint training and forward to Ms. Mayton at ODEMS</p> <p>Transcribe narration into Word document and return to work group</p>	<p>CHEMPACK work group</p> <p>Ms. Mayton</p>	<p>As soon as possible</p> <p>Before next meeting, September 15, 2017</p>

TOPIC	Upcoming meeting dates and locations
<b>DISCUSSION</b>	<p>Due to the Labor Day holiday, the usual meeting on the first Friday in the month of September will likely not reach quorum. The Subcommittee members decided that Friday, September 15<sup>th</sup> will be the next meeting date.</p> <p>The October meeting will be Friday, October 6<sup>th</sup>; however, it will be held at the Ohio Emergency Management Agency (EMA). Mr. Molnar has arranged for training for all available Subcommittee members on the WebEOC, a web-based crisis management system. It is approximately a 2-hour training program. Details will be forthcoming as soon as available. The EMA is requesting the names and emails of all attendees.</p>

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	The November meeting will be held on Friday, November 3 <sup>rd</sup> , and the location will be the Ohio Department of Health's warehouse location. Details will be forthcoming on that meeting as soon as it is finalized.	
<b>ACTION ITEMS</b>	<b>PERSONS RESPONSIBLE</b>	<b>DEADLINE</b>
Provide EMS with name and email in order to attend WebEOC training at EMA	All Subcommittee members	By next meeting, September 15th
<b>Review motions of Active Shooter Response Ad-hoc Committee Pertaining to Homeland Security Matters</b>		
<b>TOPIC</b>	<b>Review motions of Active Shooter Response Ad-hoc Committee Pertaining to Homeland Security Matters</b>	
<b>DISCUSSION</b>	<p>Motions from the Active Shooter Response Ad-hoc Committee for approval from the Homeland Security Subcommittee were presented. As Ms. Harris and Mr. Dutton explained, the Active Shooter Ad-hoc Committee has developed an education plan and PowerPoint training referred to as the Rescue Task Force Awareness Training. This training is regarding active shooter incidents. The Active Shooter Ad-hoc Committee reports to our Homeland Security Subcommittee, so our members must recommend their motions to the EMFTS Board.</p> <p>The Subcommittee members discussed the motions as follows:</p> <ol style="list-style-type: none"> <li>1) Motion to accept the awareness training with the revisions to be presented to the EMFTS Board.</li> </ol> <p style="padding-left: 40px;">Pending revisions to the awareness training will be logos from participating agencies that will be added to the slides as they are approved and presented by project partners and stakeholder organizations. There was agreement among the members that the training be presented to the Board for their approval after the revisions are complete.</p> <ol style="list-style-type: none"> <li>2) Motion for the recommendation for the awareness training to be mandatory for EMS on initial certification and at every renewal cycle.</li> </ol>	

After discussion of the appropriate certification level required to take the training, and the appropriate frequency, it was determined that all EMS personnel in the state of Ohio should complete this training once. The consensus was that the training be mandatory for the initial certifications of EMR/EMT personnel and at every level during one renewal cycle. However, the exact determination of when each level should take the training will be decided by the Board and the Division of EMS.

- 3) Motion to make a recommendation to the Ohio Peace Officer Training Academy (OPATA) to adopt the awareness training component for all initial and renewal cycles and to mandate training for continuing professional education for 2019.

Mr. Stoll provided background on this motion. He has been concerned with recommending the training before the various agencies involved have had a chance to review it and express a desire for the training. The Subcommittee members agreed a recommendation will not be forwarded to the Board regarding this motion.

- 4) Motion to make a recommendation to Director John Born to coordinate development of table top exercises with representation from the Active Shooter Ad-hoc committee.

The Subcommittee agreed that it is too early in the process of the awareness training development and roll out to be able to make a motion on this matter. In addition, the necessity for a motion was discussed. While Mr. Gerstner shared his successful experiences with table top exercises and explained that it could be conducted before the roll out, all members agreed that this activity does not require a motion to the Board.

Motion 1 And Motion 2 were combined into one motion.

Mr. Dutton presented the PowerPoint slideshow of the Rescue Task Force Awareness Training with a brief narration. Mr. Gerstner moved that: "This Subcommittee accepts and endorses the Rescue Task Force Awareness

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	<p>Training as developed by the Active Shooter Response Committee and recommends to the Board that all EMS personnel in Ohio take this once.”</p> <p>Mr. Dutton seconded the motion. None opposed. No abstentions</p>
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ACTION ITEMS	PERSONS RESPONSIBLE	DEADLINE
Present Motion to EMFTS Boa	Ms. Harris and/or Mr. Dutton	EMFTS Board Meeting August

**OPEN FORUM/NEW BUSINESS**

TOPIC	<b>Follow up the Strategic Plan items approved by the Board and the action items listed in our Minutes</b>
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<b>Discussion</b>	<p>In anticipation of the upcoming meeting with Executive Director House, Mr. Molnar wanted the Subcommittee’s approval of the final changes to the Strategic Plan. Ms. Harris confirmed there are no new changes required.</p> <p><i>For reference, the entire Strategic Plan can be found on the Ohio EMS website at:</i></p> <p><a href="http://www.ems.ohio.gov/links/ems_StrategicPlanFocusAreas.pdf">http://www.ems.ohio.gov/links/ems_StrategicPlanFocusAreas.pdf</a></p> <p><i>The relevant section of the Strategic Plan is attached at the end of these minutes.</i></p>
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ACTION ITEMS	PERSONS RESPONSIBLE	DEADLINE
None	None	None

**Open Forum/New Business**

TOPIC	<b>Violence in the workplace</b>
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<b>DISCUSSION</b>	<p>Mr. Stoll offered a training program on Violence in the Workplace for our Subcommittee to use. The content is complete; however, the length and number of hours necessary would have to be determined.</p> <p>Ms. Harris expressed an interest in supporting this training. There has been a work group in the past that was led by Mr. Jackson. Mr. Jackson noted that the original data used would be outdated by now.</p> <p>Ms. Harris would like our committee to provide support to help adapt the training to EMS needs. She requested that Mr. Stoll send his recommendations of how to adapt the course content to Ms. Mayton until it can be discussed again.</p>	
<b>ACTION ITEMS</b>	<b>PERSONS RESPONSIBLE</b>	<b>DEADLINE</b>
Send written recommendations on formatting of training	Mr. Stoll to Ms. Mayton	When available
<b>TOPIC</b>	<b>September Meeting Date</b>	
DISCUSSION	<p>Friday, September 15 2017            10:00 a.m. – 3:00 p.m.            Shipley Building            1970 W. Broad St.            Columbus, OH 43223</p> <p>Conference room 1106</p>	
<b>TOPIC</b>	<b>ADJOURNMENT</b>	
<b>Discussion</b>	<p>Motion was made by Mr. Dutton and seconded by Ms. Beavers to adjourn. Motion was passed with all in favor, none opposed, no abstentions. The meeting was adjourned at 12:26 p.m.</p>	