



HPP & HCPWG Meeting Minutes

December 7, 2023

11:00 am – 12:00 pm

Attendance: Denise Yi (PHEP), Maya Craig-Lauer (PHEP), Sara Schwall (PHEP), Vince Pierucci (EMSA), Emma Wilcox (THCC), Karen Jones (LTCO), Stan Vinet (Dignity Health Home Health Hospice), Joni Anderson (SLO Surgery Center), Javier De La Cerda (RDMHS), Jeremy Fahey (RDMHS).

1. Meeting Introduction and Program Updates - Denise Yi

a. Program Updates

- Currently, several Plans and SOPs are under revision including Medical Health Operational Area Coordinator (MHOAC) SOP, Receiving Staging and Storage (RSS) SOP, and County Health Agency Department Operations Center (CHADOC) SOP. The move to the new office at McMillan has granted a space to be designated as the new CHADOC and we are updating the SOPs to reflect that change.
- The CHEMPACK Full Scale Exercise is planned for Spring 2024. We should expect a planning meeting in mid-to-late January with all relevant partners.

2. Healthcare Communications Update – Sara Schwall

a. Q 1&2 CA Health Alert Network (CAHAN) Drills

- SLO County has a local CAHAN notification system separate from the State CAHAN system. Drills for our system were completed in August and November of 2023. If you did not receive a notification, you may either not be enrolled or need to update your contact information. Please email sschwall@co.slo.ca.us for assistance.

b. Government Emergency Telecommunications Service (GETS) Cards

- GETS provides priority phone connection when unable to complete an emergency call through the public telephone network by using a unique pin number. For more information or to enroll, please contact sschwall@co.slo.ca.us.

3. Resource Request and Situation Status Revision – Maya Craig-Lauer

a. Quick Situation Status Report Form

- These revisions are needed to make the forms usable in any incident and not as COVID centered. We also want to update the MHOAC Flyer to be easy to use, with clear direction. A revision of the CHADOC Quick Start Guide will be coming soon.

- One of the goals of revising the Status Report Form is to focus on the smaller facilities and make it less overwhelming. Changes to the form include an additional details section to provide more information and a current goals section. Other suggestions from the group included creating separate forms for different types of facilities, changing landline to facility phone, adding food/water to supplies, adding a version number, making the PDF fillable, adding fire alarm system to the facility category, and adding a link to the resource request form.

b. **Resource Request Form**

- This form needs revising to be able to fit into any situation.
- Feedback from the group included creating broad categories such as staffing, medical equipment, and transportation. It was suggested to consider creating individual forms for more specific incidents. Another idea was to have a more free-text format to cater to nuanced requests.

c. Drafts of these forms will be sent out for another review, given the feedback.

4. The next HPP & HCPWG meeting will be held on January 4, 2023 from 11:00am-12:00pm at 2995 McMillan Ave, Suite 178, San Luis Obispo, CA 93401.