



## South Corridor Minutes

March 15, 2024  
CHI St. Luke's Sugar Land  
1317 Lake Pointe Parkway  
Sugar Land, Texas 77478  
1:00-3:00 PM



### **A. Call to Order**

Jeremy Way called the meeting to order at 1:05 pm.

### **B. Minutes** (C101)

Christy Gonzales requested review of the November minutes. T.J. Alessi (LaPorte EMS) made a motion to approve the minutes, Tammy Sanderson (Matagorda Regional Medical) seconded the motion, and the corridor members carried the motion. The minutes were approved as written.

### **C. New Business**

- **Active Attacks & the Importance of a Predetermined FRC**  
Mr. Way gave an overview of a FRC, what is needed to set it up, and the processes needed to ensure everything runs smoothly. He stated everyone should know what it takes to setup a FRC should something happen in their area.
- **Community Outreach & Communication**  
Mr. Way stressed the importance of communication is a huge part of our plans and without communication it is difficult to ensure information is being shared appropriately.

### **D. HPP Capabilities Review**

- **New HPP Agreements**  
Mr. Way reported the new HPP agreements are still being updated, therefore the current HPP agreements have been extended for another year.

### **E. EMTF Update**

Grant Kelley introduced himself as SETRAC's new EMTF-6 Coordinator. He is working to reengage and finalize all the RN Strike Teams and he is planning an in-service training on EMTF reimbursements sometime late May/early June. A wildland unit has been activated to help with the Smoke House Creek fires which is currently 65% contained. Should anyone have any questions, Mr. Kelley can be reached at [grant.kelley@setrac.org](mailto:grant.kelley@setrac.org) and/or 832.272.6091.

### **F. Training and Exercise**

The Training and Exercise Schedule was distributed to the corridor members. Mr. Way advised the tabletop exercise dates have changed with the South Corridor date being May 17<sup>th</sup>. The functional exercise is correct on May 23<sup>rd</sup>. He stressed that everyone should make sure their EMResource/EMTrack/WebEOC passwords work so there are no problems logging in on the 10<sup>th</sup>.

Mr. Way introduced James Meaux and Timothy Chapman as the new SETRAC Training and Exercise Coordinators. Anyone with questions regarding the exercise or training classes should contact them at [exercise@setrac.org](mailto:exercise@setrac.org).

### **G. Special Populations Update (C101)**

Fidel Calvillo reported a Special Populations call was conducted on February 21<sup>st</sup>. He discussed End of Year survey and the following 2024 initiatives:

- Tabletop Exercises
- Boot Camps (3 before June 30<sup>th</sup>) in discussion with Orange County
- No longer giving out PPE since 2022
- In-person EMResource training on February 28<sup>th</sup>
- Special Populations functional exercise to be held on May 9<sup>th</sup>

Mr. Calvillo continues to meet with facilities to ensure their personnel receives notifications due to turnover.

### **H. Inventory Update**

Inventory will be conducted again sometime this year. Hospitals will be notified in advance when their hospitals are scheduled.

### **I. Partners Updates (C101)**

There was discussion regarding upcoming exercises, medical shelters, trainings, plan updates, cyber security, Joint Commission, etc. There was also in-depth discussion among the corridor members regarding physic patients and the transfer process.

Anyone wanting their partner update included in the minutes should send their update via email to Roxie Ward at [roxie.ward@setrac.org](mailto:roxie.ward@setrac.org). This will ensure updates are documented accurately in the minutes.

### **J. Open Discussion/Other Business**

There were no further items to discuss.

### **Adjournment**

There being no further business or discussion, Andrew Smith (Deer Park EMS) made a motion to adjourn the meeting, T.J. Alessi (LaPorte EMS) seconded the motion, and the corridor members carried the motion. Ms. Gonzales adjourned the meeting at 2:34 pm. The next South Corridor meeting is scheduled for Friday (Ma7 17<sup>th</sup>) at Houston Methodist Sugar Land for the tabletop exercise.

**ATTENDEES:** Mike Mastragelo, Tim Chapman, Grant Kelley, Christy Gonzales, Robert Laffey, Kim Hobson, Fidel Calvillo, Scott Crawford, Ben Guanaluato, Andrew Smith, T.J. Alessi, Amanda Gerken, Lori Foster, Chales Brockett, Tyler Tipton, James Meaux, Cheri Cox, Tammy Sanderson, Susan Burton, Roxie Ward