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| **AGENDA** | **ATTENDEES** |
| 1. Call to Order President
2. Welcome/Announcements President
3. Program Speaker
4. Wrap Up Board
5. Meeting Close Board
 | **BOARD MEMBERS**: President\* – Ed SimkoSecretary\* – Jill TitzerInformation Director – Grainne McClorey-MitchellMembership – Joanne StorbeckWeb Resources Director – Monique HaflerProgram Director – Liz BrainardTreasurer\* – Susan CzarnowskiPresident Elect- Carol Paasch\*Executive CommitteeAbsent: Past President – Cheri UmlaufPublic Relations Director – Keith Berthiaume |

| **Discussion Threads** |
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| Call to Order  | Ed opened meeting at 9:02AM |
| 50/50 Raffle | * MEETING WEBINAR NO 50/50
* $1 for 1
* $5 for 7
* $10 for 15
* $20 for 35
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| Local Sponsors | * Fusion Risk Management
* BC in the Cloud
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| Get Connected | * National’s site
	+ [www.acp-international.com](http://www.acp-international.com)
	+ Has a lot of good information and webinars
* AZ’s site
	+ <http://chapters.acp-international.com/centralarizona>
* LinkedIn
	+ Arizona ACP Chapter
* Continuity Counts newsletter
* Arizona Chapter Email address
	+ Arizona@acp-chapters.com
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| Meeting Host | * Webinar Host: Paychex, Liz Brainard
* Members:17
* Guest: 3
* Total Participants 20
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| Board Updates | * President\* – Ed Simko
	+ National president’s called addressed the following
		- Chapter membership waning all over the US
		- ACP National sharing lots of info via webinars
* Secretary\* – Jill Titzer- no update
* Treasurer\* – Susan Czarnowski – no update
* Information Director – Grainne McClorey-Mitchell
	+ Request to membership for articles for their specific area of coverage for business continuity
* Membership – Joanne Storbeck- 59 members
* President Elect – Carol Paasch- new, no updates
* Program Director – Liz Brainard- no updates
* Public Relations Director – Keith Berthiaume-not in attendance
* Web Resources Director – Monique Hafler-
	+ Up to date
	+ Please send job vacancies please share
	+ Need to update RVSP for meetings- Monique to update
* Past President – Cheri Umlauf- not in attendance

\*Executive Committee |
| Member recognition | * Achievements/ Recognitions/Certifications, etc.-
* Discussion Topics, Member Concerns
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| Today’s Event | **Speaker:** Chris Riccardi, CHSP, CHEP, is the Business Continuity Program Manager for CHOC Children’s hospital in Orange, California. His responsibilities include the development, implementation and management of the enterprise-wide Business Continuity Program. Chris brings 15 years of industry experience resulting in a rare combination of hands-on practice coupled with natural leadership leading to countless certifications, and authorship of multiple award-winning programs.  Chris also serves as a Subject Matter Expert with ASPR TRACIE. Formerly, Chris was the Emergency Management Officer for Providence Health & Services with direct responsibility of the emergency preparedness program for two medical centers, including management of the federally funded Healthcare Preparedness Program.  He was the visionary behind the 15 ‘til 50 project – a nationally recognized best practice in healthcare mass casualty incident response planning. Chris also served as Chair of Providence Health & Services enterprise-wide Emergency Management Steering Committee and Chair for the California Hospital Association’s Emergency Management Advisory Committee.  Chris is a certified healthcare safety and emergency management professional. Mr. Riccardi also educates hospital leaders as a Hospital Disaster Management Training Instructor. **Topic:** ***‘15 Minutes til 50 Patients’***The 15 `til 50 methodology was developed by a multidisciplinary group to assist healthcare organizations in managing mass casualty incident events. The goal of this plan is to rapidly deploy staff, equipment and supplies within 15 minutes of notification to manage 50 patients or more. This program has been adopted by over 60 healthcare facilities across the country in preparing for natural and human induced events. The implementation of this plan ensures organizational resiliency and prepares staff for success when failure is not an option. **Questions/Comments:*** A plan that is not functional is worthless
* Do these get assigned during emergency or are they preassigned? Roles trained to processes. Not pre-assigned. Using existing staff
* How do you address new people? Part of new manager orientation process. Participate in one exercise per year for protocol and competencies
* Scale full at start and scale down? Key functions/Incident Command start every time and scale up
* How do you address patient concerns when staff leaves for event? Such as kids. Not abandoned. The positions that move to triage are backfilled. There is messaging to assist.
* If there is an event would that act as an exercise? Yes
* Rotate stock into regular use to make sure its fresh? At 6 mos. out its traded into Emergency dept. And used for drills.
* HICS forms are compliance for FEMA for reimbursement
* Do you have a work around for computer & power connectivity? They use paper. Although keeping people trained in that has been difficult.
* Enact to handle any patients or children specific in mass emergency? For all ages.

Unannounced exercises? Of course* Volunteer network preapproved to assist? Medical Reserve Corp & Disaster Healthcare Volunteers. They must be practicing in a hospital or clinical to be a volunteer.
* How do they find out of an issue? Fire dept, News Media, Social Media, etc.
* How do you communicate internally? Used Everbridge for mass notification. And or overhead page. Dependent on HR system being up to date.
* Code Black TV show realistic? Some dramatical license. True to form.
* How is Security internal and external? Yes. And lockdown with flick of a switch. Drill with PD in support of disaster and assess security needs in the event of a disaster
* What are police doing during your disaster? Integrate and prep together.
* 15 to 50 MCI Toolkit available- can have for free if you test it

<http://cdphready.org/15-til-50-mass-casualty-incident-toolkit/>**Contact info:****Christopher Riccardi****criccardi@choc.org** |
| Next Meeting | **\*Please note no meeting in July**Date:  **8/1/2019**Location: **CAP- 23636 N 7th St. Phoenix, AZ 85024**Speaker: **John Luce, Paychex**Topic: **TBD - DR Exercise Related** |
| Program Outlook |

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| 6/6/2019 | Paychex |  16404 N Black Canyon Hwy Suite 140, Phoenix, AZ 85053 | Chris Riccardi - Children's Hospital Orange California | 15 til 50  |
| 7/4/2019 | NO MEETING | NO MEETING IN JULY |   |   |
| 8/1/2019 | CAP | 23636 N 7th St. Phoenix, AZ 85024 | John Luce - Paychex | Requested (will be DR exercise related) |
| 9/5/2019 | Early Warning |  16552 N 90th St, Scottsdale, AZ 85260 |  Seeking Speaker 5/3/19 | Seeking Speaker 5/3/19 |
| 10/2/2019  | JW Marriot, North Phoenix – DRJ Fall Conference  | JW - Patti Fitzgerald has room requirements info. 4/15/19  | Bob to recommend speakers after Spring DRJ | PENDING |
| 11/7/2019 | VIRTUAL Webinar MEETING | WEBINAR | Steve O'Neal, Agility Recovery | PENDING |
| 12/5/2019 |  MEMBER APPRECIATION Luncheon | TBD | John Iannarelli, FBI Special Agent, Ret., Author, Speaker |  Topic – Terrorism Related |

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| Events | * Gartner Security & Risk Management Summit 2019 -- June 17 - 20, 2019; National Harbor, MD.
* DRJ conference, October 2019
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| Wrap Up | * **50/50 Winner: Maggie Mancallas** $26collected, $13 paid out.
* Discussion topics/ Member concerns?
	+ BC In Cloud- changed names and will send new logo when ready to change
 |
|  | Meeting adjourned at 10:55 AM |