

Dallas Medical Operations Center (DMOC)

Meeting Minutes

Location: Dallas County Medical Society

Date: March 28th, 2018 2:00pm to 4:00pm

Agenda	Discussion	Responsible Individual	Action Plan
1. Introductions, Attendance and Call for Vote	Kaitlyn Cross started the meeting with welcomes and introductions.	Kaitlyn Cross	Continue with meeting.
2. DMOC Officer Votes	Ms. Cross reported that Rob Monaghan was stepping down as DMOC Chair and the group thanked him for his service. Ms. Cross mentioned that Derek Trabon has been serving as interim chair and there have been several endorsements for him to fulfill this role formally. Dennis Pollard made a motion to award Derek the Chair position. Dr. Kelly Kline seconded the motion and no one opposed.	Kaitlyn Cross	Derek Trabon voted in as DMOC Chair.
2. Chair Announcements	Derek Trabon thanked the group and discussed his vision for DMOC moving forward. Mr. Trabon discussed the new MCI Framework that has been created to help standardize and coordinate medical response operations around the region. Derek went on to mention that Samuel Gray helped create a planning workgroup through the Regional Emergency Preparedness Committee, and will help lead some of those planning efforts. Mr. Trabon emphasized that these initiatives will eventually help organize and support DMOC operations.	Derek Trabon	Continue with meeting.
3. DMOC Bylaws	Derek Trabon mentioned that the DMOC Bylaws were outdated and in need of further review. Mr. Trabon recommended they be sent out for review by email, with plans to edit and adopt in the April meeting.	Derek Trabon / Kaitlyn Cross	Send out Bylaws. Group to review and bring any changes to April meeting.
4. DMOC Meeting Schedule	Mr. Trabon reported that DMOC will reconvene with monthly meetings now on the third or fourth Thursday (based on availability) from 2:00 – 4:00 PM. These meetings will be offered in-person and virtually.	Derek Trabon / Kaitlyn Cross	Schedule April meeting two weeks in advance, at minimum.
5. Group Announcements			
5.1	The group reported the following upcoming announcements and activities: <ul style="list-style-type: none"> • NCTTRAC – <ul style="list-style-type: none"> ○ Maurice Murray polled the group to see what kind of informational updates he needs to bring to DMOC. Mr. Trabon responded with general contract updates, events, training opportunities, and any new RAC initiatives. 	Group	Information will be forwarded to email group if available.

	<ul style="list-style-type: none"> ○ Maurice reported that there is \$205,000 left in the regional projects budget and \$290,000 available for next year's budget. ○ Wes Dunham, REPC Chair, reported that there will be another budget review meeting to discuss current project proposals. The projects identified as high priority, will be presented at REPC for vote. ○ Mr. Dunham announced that the Training & Exercise Workgroup lead position is open and that he has received two volunteers so far. There will be a vote in the April meeting to fill that position. ○ Mr. Dunham also announced that there has been a Stop the Bleed Workgroup and an Active Shooter Workgroup created at the board level. There hasn't been any development or information to share on these initiatives yet. More to come. ○ Samuel Gray, Planning Workgroup lead, reported that it has been identified that RAC exercises have been conducted without any plans to test, so this workgroup will focus on developing those. Sam mentioned the MCI framework again and the intent to focus heavily on that project. ● ESRD Network <ul style="list-style-type: none"> ○ Javozia Sterling reported that they will be facilitating a tabletop exercise in May. She plans to send out information to DMOC and requests partner attendance. ● Baylor – <ul style="list-style-type: none"> ○ Rob Monaghan reported that the 2018 Baylor Scott & White Health Emergency Management Symposium is scheduled for September 14th at City Place Tower in Dallas, TX. Registration info to follow. ● UTSW – <ul style="list-style-type: none"> ○ Derek Trabon mentioned plans to have a Full Scale Mass Casualty Exercise on May 31st. This will be a repeat of scale from last year's exercise in which several DMOC members were in attendance. Derek mentioned he has room for observers if anyone is interested. ● BioTel – <ul style="list-style-type: none"> ○ Lu Ann McKee discussed the recent Quad City exercise involving three days of mass casualty exercising, in which BioTel played a coordination role. Ms. McKee mentioned 		
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	that she is realizing more and more the discrepancy in how EMS agencies work patient distribution, and the need for some coordinated support. She reported that the Zone 8 group is working to define these roles and processes.		
6. EVENT REVIEW			
6.1 Shelter Discussion / TTX	Kaitlyn Cross reported that the last DMOC meeting focused on reviewing the after action report from the Hurricane Harvey shelter, which has spun off some smaller focus groups. Some of these included a more formal organizational structure and identified supply chain management. The group discussed the need for some planning around the legality and funding aspects ahead of time. Ms. Cross mentioned that there has been a push for DMOC to host a tabletop in June to review any changes/advances made.	Kaitlyn Cross	Add to agenda. Create focus groups. Plan for TTX in June. Continue to update.
6.2 Dallas MCI Exercise	Derek Trabon reported that the City of Dallas hosted a Full Scale MCI Exercise on March 18 th , and many stakeholders were involved. Methodist, VA, Presby, Parkland, UTSW, and Parkland representatives all discussed their experience during the exercise. Follow up after action reports will be available soon.	Derek Trabon / Kaitlyn Cross	One time update. Remove from agenda.
6.3 MOC Integration	Derek Trabon reported that key representatives and leaders from the area MOCs (Dallas, Collin, Tarrant, and Denton) have started meeting and discussing ways to collaborate more often. Derek mentioned this falls in line with the regional planning projects and focus.	Derek Trabon	Continue to provide update.
6.4 Regional Shelter Workgroup	Kaitlyn Cross reminded the group of this monthly meeting and the need for DMOC representation, which led to a DMOC meeting schedule change. Kaitlyn reported that this will be a standing agenda item.	Kaitlyn Cross	Continue to provide update.
6.5 MCI Framework	The group discussed this in other areas of the agenda. Reserve for standing agenda update.	Derek Trabon / Designee	Continue to provide update.
6.6 Communication Planning	The group discussed the City of Dallas radio project as well as the need for a regional communications plan. Sam Gray discussed the challenges with EMResource and accurate contact data. Mr. Gray reported that there has been a workgroup developed to review the system and make modifications based on need. Wes Dunham also mentioned that the CACOM workgroup was suspended and there is still a need for communication planning support.	Group	Continue to provide update, as available.

6.7 Stop the Bleed	Derek Trabon reported that REPC has allocated some regional funds to purchasing STB kits. There will be a meeting forthcoming to decide how to tackle that project.		
7. NEW BUSINESS			
7.1 Upcoming Events	Derek Trabon and Kaitlyn Cross discussed some upcoming meetings such as REPC, NCTCOG's training and exercise workgroup, as well as some emergency management focused conferences that may be of interest.	Derek Trabon / Kaitlyn Cross	Continue to leave on agenda for public comment.
ACTION ITEMS			
OPEN DISCUSSION	N/A		
NEXT MEETING	The next meeting will be scheduled the 4 th week of April. Announcement to come.		
MEETING ADJOURN	Adjourn – 3:05 PM		

Derek Trabon, Chair, UT Southwestern Medical Center

Date

Kaitlyn Cross, Vice Chair, Parkland Hospital

Date