



INDIANA DISTRICT 2

HOSPITAL PREPAREDNESS PLANNING COMMITTEE, INC.

Indiana District 2 Health Care Coalition Meeting Minutes

Date: February 12, 2026

Time: 9:00 AM – 11:00 AM

Location: LifePlex, Plymouth, IN

Called to Order by: Lydia Spencer

Board Members:

Chair: Lydia Spencer

1st Vice Chair: Emily Neufeld

2nd Vice Chair: Dr. Jason Bailey

EMA Representative: Kip Shuter

EMS Representative: Tony Doyle

Member-at-Large 1: Kim Brown

Member-at-Large 2: Aaron Bolinger

Secretary: Angela Hostetler

Readiness and Response Contractor:

Mark Philson

Planning Coordinator: Jenn Tobey

Clinical Advisor: Dani Briney

Training and Exercise Coordinator:

Courtney Matthew

1. Call to Order

Chair Lydia Spencer called the meeting to order at 9:02 AM.

- Sign-in sheets were reviewed. Members were reminded to ensure their contact information is current and that primary and alternate representatives are clearly noted.
- A safety check was completed for the new meeting location.
- Officer Roll Call
 - Aaron Bolinger – Absent
 - Courtney Matthew introduced as the new Training and Exercise Coordinator (TEC).
 - Quorum established
- Previous meeting minutes were accepted.

New Member Introductions

- Angela Kiser – American Senior Communities
- Brittany Banks – American Senior Communities

- David Strawn – Indiana Wings Ancillary Control (exploring potential collaboration with the coalition)
 - Nate Goodwin – Cleveland Township Fire Department
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2. Spotlight Presentation: Garrett Anderson & Jennifer Denson

Indiana Department of Health (IDOH), Division of Emergency Preparedness

Garrett Anderson

Response and Readiness Supervisor, ganderson2@health.in.gov, 765-516-4915

IDOH Division of Emergency Preparedness Overview

Topics included:

- Medical Countermeasures
- SEOC/DOC Activation Management
- Emergency Systems and Information Management

SERV-IN Overview

- SERV-IN is Indiana’s volunteer management system used to coordinate and verify emergency response volunteers.
- Key Functions
 - Volunteer registry and credential verification
 - Communication and notification system
 - Mission assignments
 - Time tracking and reporting
 - Volunteer screening and background checks
- **System Features**
- **Notifications**
 - Messages can be sent via SMS, email, or phone calls
 - Templates allow rapid communications
 - Limited two-way communication (responses such as “1” or “2”)
- **Groups**
 - Can be dynamically organized based on location, role, or qualifications
- **Organizations**
 - More static grouping used for formal organizational affiliation
- **Screening Dashboard**
 - Tracks volunteer credentials
 - Cross-references licenses
 - Background checks completed through a third-party vendor

- **Missions**
 - Used by health departments or HCCs to request volunteers during incidents or events
 - Provides documentation and coordination tools
- **Profiles**
 - Include contact information, occupation, qualifications, background check status, and deployment history
 - Members must ensure text messaging is enabled if SMS alerts are desired
- **Administrative Notes**
 - Jenn Tobey is currently listed as an administrator.
 - Volunteer approval frequency recently changed from daily to weekly.
 - Discussions are ongoing with Juvare regarding additional options.
- **Discussion**
 - Lydia Spencer asked how to ensure District 2 participants are included in SERV-IN. Follow-up will occur offline.
 - It was noted that:
 - All agencies should register in SERV-IN
 - EMResource is primarily used by healthcare providers.

EMResource Overview

- EMResource provides a real-time view of Indiana's healthcare infrastructure and operational status.
- **Purpose**
 - Provides situational awareness
 - Serves as a single source of truth during emergencies
 - Information contributes to state-level situation reports used by the Governor and state leadership
- **System Notes**
 - Managed through Juvare
 - New users receive an email to complete password setup
- **Data Reporting**
 - 12 required data elements per category
 - Data contributes to statewide situational awareness.
- **Training Opportunity**
 - Lunch & Learn Training
February 17, 12:00 – 12:55 PM
Topic: Creating missions and onboarding volunteers
- Jennifer Denson provided a walkthrough of the EMResource interface.

- Key reminders:
 - Clicking fields provides clarification on requested data
 - Users can filter to view **District 2 only**
 - Contact Jennifer Denson for access issues.
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3. Funds Review – Mark Philson

Current Balances:

- Checking: \$71,348.54
- Savings: \$135,445.31

Budget/Grant Updates:

- NSGP-NSS grant submitted, awaiting response
 - Deliverable submissions on-track, will be looking for member feedback
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4. D2 Communications Drill Report – Lydia Spencer

Preparis Alert Participation

- **Participation Rate:** 36.56%
- **Alerts Sent:** 134
- **Non-responses:** 85
- Members were asked to ensure email addresses are current to improve notification success.
- Brittany Banks noted she was impressed with the rapid response time from Hellenic participants.
- The system allows identification of non-responders, though tracking requires significant manual work.
- SERV-IN may offer more streamlined reporting capabilities.

Radio Communications Drill Participation

Participation rates were 100% across all sectors:

- Hospitals
- Emergency Management
- Health Departments
- Dispatch

Lydia thanked Matt and Jenn for coordinating the communications drills.

Upcoming Communications Drill

Date: March 10, 2026

Preparis Notification: 10:30 AM

Radio Drill: 11:00 AM

The time adjustment was required due to the Statewide Tornado Drill schedule.

Site Trunking Discussion - Jenn Tobey

A recent fiber cut caused limited access to radio towers.

Impacts included:

- Communication limited to direct transmission
- Loss of county-to-county radio communication

Discussion occurred regarding better notification procedures, potentially using Preparis or SERV-IN.

5. Old Business – Mark Philson

Coalition Website

- Access to the District 2 website has been restored
- Site will undergo updates and restructuring
- Updated policies are currently available on the website

Hazard Vulnerability Analysis (HVA)

Members were reminded to:

- Update monthly
- Include real-world events
- Report non-routine incidents

A reminder email is sent on the first Friday of each month.

Timely updates improve district-level situational awareness and decision-making.

Members needing the link should contact Mark Philson.

6. New Business

BP2 Deliverable Review - Mark Philson

- Primary effort currently focused on EMResource updates, including:
 - Updating agency listings
 - Removing outdated agencies
 - Adding new agencies
- Acute care hospitals were recognized for their responsiveness in providing updates.

- Members were reminded:
 - The gray information box can only be edited by the state or Mark.
 - Members should review and click “save” to confirm the information is correct.

State Emergency Operations Center Activation

- Although ESF-8 was not formally activated, Mark continued communications with facilities.
- Acute care hospitals were the primary information sources during the event.
- Members were reminded to verify 24/7 contact numbers, ensuring designated contacts understand their responsibilities.

Training Update - Jenn Tobey

- Courtney Matthew was welcomed as the new Training and Exercise Coordinator.
- Training Resources
 - A training binder is available at meetings listing all scheduled courses.
 - Members are encouraged to review it regularly.
 - A district training email distribution list sends notifications about local and regional training opportunities.
- Upcoming Training Opportunities
 - D2 EMA Stakeholder Meeting – April 23, 2026 (10:00–1:30)
 - Michigan & Indiana Cross-Border Meeting – March 5, 2026 (10:00–12:00)
 - Powerline Safety Class (NIPSCO) – February 21, 9:00–11:30
 - ICS 300 – February 24–26, Elkhart County Health Department (NEFF Center)
 - SKYWARN Spotter Training – February 26
 - CMS Provider Bootcamp 1.0 – March 1, 8:30–15:00
 - Crowd Management for Sport & Special Events – March 18–19
 - ICS 400 (Advanced ICS) – March 26–27
 - Kosciusko Volunteer Fire Department is exploring weekend ICS 300/400 options.

Plan Updates - Jenn Tobey

- Updates underway for Appendix A of the Preparedness Plan, including:
 - Coalition member listings
 - Hospital contact information
 - Federal, state, and local emergency contacts
- Members were asked to update their contact information on the sign-in sheet.

Policy Review and Updates

Resource Committee - Kip Shuter

- A proposal was discussed regarding hosting the FEMA Management 305 Course, which has not been offered in Indiana for nearly ten years.
 - \$36,000 in H5N1 funding allocated to support the course.
 - The board previously discussed reallocating funds but no vote was taken.
 - The current board agreed to retain funding for the course.
 - The goal is to train Indiana personnel and potential instructors.

Governance Committee - Emily Neufeld

- Bylaws are currently under review with the goal of:
 - Improving clarity and usability
 - Developing a new mission statement
 - Clarifying board and member roles
 - Defining membership participation expectations

MRSE Planning - Mark Philson

- The Multi-Regional Surge Exercise (MRSE) is scheduled for June 11, 2026.
- The June coalition meeting will be extended to 9:00 AM – 1:00 PM to accommodate the exercise.
 - There were no objections from members.
- Exercise Planning
 - Participation from frontline staff and operational teams is encouraged
 - Facilities may request on-site evaluators
 - The After Action Report (AAR) timeline will require rapid feedback within 24–72 hours
- Potential participants include:
 - Emergency Department teams
 - Incident Management Teams
 - Surgical teams
 - Triage site operations
- The goal is to ensure the exercise meets operational needs across the district.

7. Good of the Order

Public Health

Elkhart County

- First responders recognized for exceptional work.
- February is National Children’s Dental Health Month; toothbrushes were available at the meeting.

- Public Health Day currently underway.
- ESFA Meeting scheduled for tomorrow at 10:00 AM at the Health Department.
 - VA presenting on preparedness programs
 - Lessons learned from the Hellenic Event
- District 2 Health Departments will meet next week.

Marshall County

- Committee meeting held yesterday.
- Planning underway to establish a Local Emergency Planning Committee (LEPC).

Emergency Management

Elkhart County

A winter weather emergency declaration was issued.

- Public assistance training is being promoted.
- Over a 7-day period, \$800,000 was spent responding to the event.
- Impacts included frozen pipes and heavy fire department response activity.

The county is encouraging other emergency managers to document costs and pursue reimbursement.

Educational outreach with fire departments and the National Weather Service is also underway.

Officials noted emergency declarations should not be based solely on travel advisories, but also on conditions such as extreme temperatures.

Hospitals

Elkhart General

- Within trauma designation review window.
- Creating new incident management roles within the operating room structure.

Beacon Health

- Modernizing emergency management approach
- Developing a System Executive On-Call (SEOC) position to serve as incident commander during system-wide events
- Upgrading the mass notification system
- Initiative currently in early stages.

Goshen Hospital

- Exploring partnership opportunities with Parkview Health.

Public Safety (Fire, EMS, Law Enforcement)

Goshen FD

- New deployment truck introduced
- Launching 24/7 fly-car ALS response
- Expanding capabilities due to high ambulance utilization

Lutheran EMS

- The district recently experienced the unexpected loss of a paramedic.
- Multiple agencies—including Tri-County, Tipp, Turkey Creek, and others—provided mutual aid and support, highlighting strong regional interoperability.

Indiana Department of Health

Nicole Rehlander

- Beacon Trauma Symposium scheduled for March 7 at Notre Dame
- Speaker from West Texas ARMOC will discuss lessons learned from a mass casualty shooting in Elkhart on Father's Day.

INDOT

- Currently addressing pothole season
- Road issues can be reported via the INDOT website.

National Weather Service

- SKYWARN Spotter Training scheduled soon
- Six additional classes available; details on the NWS website.

IPSC

Kolleen Killingham announced a revamped training program, including:

- Radio Fundamental Skills training
- Communications planning sessions
- Equipment training opportunities

The updated website allows users to:

- Renew keys through the Ask Portal
- Book training sessions
- Register for classes such as:
 - Pursuit Training
 - Bi-Directional Amplifier training (June)

Indiana University South Bend

- Doug reported that planning is underway for commencement events across campuses, and organizers may request EMS presence during events.
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8. Adjournment

The meeting was adjourned by Lydia Spencer at 11:06 AM.

Next Meeting:

March 12, 2026 at 9:00 AM

LifePlex, Plymouth, IN

Members were encouraged to provide feedback on the meeting location.