



HPP Meeting Minutes

November 6, 2025

11:00 am – 12:00 pm

Attendance: Maya Craig-Lauer (PHEP), Sara Schwall (PHEP), Ryan Rosander (EMSA), Gary Miller (Adventist), Chris Andersen (SLA), Evan Millard (CHC), Joanne Romero (CalOES), Leo Ontiveros (County of SLO), Melissa Garcia (OES), Karen Jones (LTCO), Bette Jenkins (AGCH/Marian), Tim Nurge (CCHD)

1. Meeting Introduction and Program Updates – Maya Craig-Lauer

- MRSE 2026: We will be conducting the Medical Response and Surge Exercise (MRSE) early next year. A date will be planned at our next meeting.
- Assessments: We are required to do a Cybersecurity and Extended Downtime Assessment for our coalition so we may be sending out a survey to gather information if needed.
- Recovery Guide: Our team is working on creating a recovery guide to act as a supplemental aid for emergency planning at your facility. We will review the guide together at our next meeting.
- PPOD Exercise 2025: Last week on 10/30, we ran our PPOD (Public Point of Distribution) Exercise to train our Public Health staff and practice the site procedures by running a flu clinic at the SLO Vets Hall. In total, we provided flu vaccine to 55 people and trained 20 staff members.

2. HPP Updates – Sara Schwall

- POD SOP Overview:
 - Point of Distribution (POD) is an entity that can distribute or rapidly “push” medications (vaccine, medicine, or medical equipment) to individuals under extreme critical circumstances.
 - There are three types of POD Sites: PPOD (Public POD) open to the general public, CPOD (Closed POD) open only to an exclusive group like a school, and FRPOD (First Responder POD) open to first responders and essential workers.
 - The SOPs for each type of POD contain checklists for each role, required supplies, and attachments such as the site layout.

3. Partner Roundtable

- Gary Miller: Adventist Health participated in the Great Shakeout in October and will be conducting a cyber exercise in January. Also had an internal disaster with a utility failure and support from fire and EMSA.
- Evan Millard: Participated in the Great Shakeout at CHC.

- Joanne Romero: There is an updated emergency plan from the State which can be found through this link: [California State Emergency Plan | California Governor's Office of Emergency Services](#)

4. Our next HPP meeting is on Thursday, December 4, 2025 from 11 AM to noon.