

# Wednesday, January 24, 2024 @ 1:30 Hybrid Meeting \*New Location\*

Alachua County Health Department, Thomas Coward Auditorium 224 SE 24<sup>th</sup> Street, Gainesville, FL 32641 OR

https://nefrc-org.zoom.us/j/89168661472 Or Call 1-786 635 1003 Meeting ID: 891 6866 1472

#### NCFHCC GENERAL MEMBERSHIP MEETING AGENDA

\*Requires approval of Board

Meeting Attendance Link: <a href="https://nefrc.readyop.com/fs/4cg9/ba78df5c">https://nefrc.readyop.com/fs/4cg9/ba78df5c</a>

#### I. Call to Order

- Validation of voting members present [accept proxy voters, if present]
- Welcome & Introductions
- \*Approval of minutes from December 2023

#### II. Financial

\*Finance Report – November 2023, December 2023

#### III. Management and Administration

- Website Updates
- Chemical Surge Annex
- BOLDPlanning
- Project Funding Update
- EMAG Conference

#### IV. Business

• \*New Member Requests

#### V. Training & Exercise

- Statewide Chemical Surge VTTX
- Florida Week at CDP April 14-20, 2024
- BOLDPlanning Workshops

#### VI. Board Member/Discipline Reports & Open Discussion

#### VII. Adjourn

#### Presentation

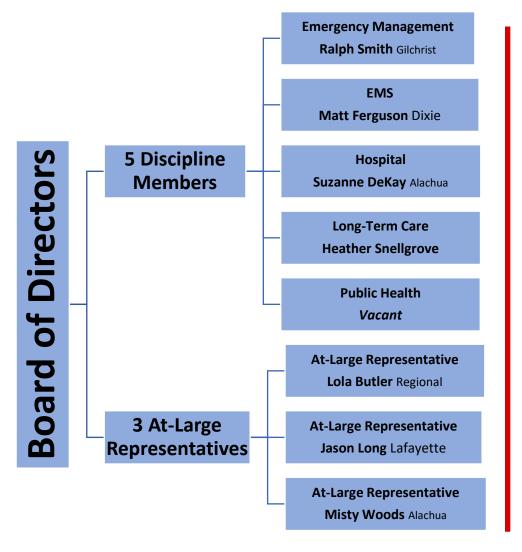
• CDBG Health and Medical Lifeline Project: Essential Care Service Delivery Survey

## Next Meeting: February 28, 2024 @1:30 Board of Directors Meeting Virtual Meeting

https://nefrc-org.zoom.us/j/89168661472 Or Call 1-786 635 1003 Meeting ID: 891 6866 1472



#### **Board of Directors 2022-2024**



#### **Officers of the Board of Directors**

Chair Matt Ferguson

Vice-Chair Vacant

Secretary/Treasurer
Suzanne DeKay

TOTAL 8 VOTES

Quorum = 4

A quorum is fifty percent (50%) of the total voting membership of the Board of Directors.

The term of the Board of Directors is July 2022-June 2024.



#### **NCFHCC Board of Directors Meeting**

December 6, 2023

MEETING MINUTES

The North Central Florida HealthCare Coalition held its combined November and December meeting virtually on December 6, 2023, at 1:30 via Zoom.

Documents provided to the NCFHCC Members via email:

Agenda; Validation of Board Members; Minutes from September 2023; Financial Report for September and October 2023; New Member Requests.

#### **CALL TO ORDER**

The meeting was called to order by the Secretary/Treasurer, Suzanne DeKay with the validation of a quorum, with the following Board members present:

Emergency Management: Ralph Smith

Hospitals: Suzanne DeKay

At-Large Representative: Jason Long At-Large Representative: Misty Woods

Others in Attendance: See attendance report attached.

Absent:

EMS: Matt Ferguson Public Health: N/A Long-Term Care: N/A

At-Large Representative: Lola Butler

\*It was shared by staff that Tom Moffses, the Vice Chair and Public Health representative has retired from FDOH, and that the vice-chair and public health representative positions are now vacant. Staff share per the bylaws, the Board can opt to appoint a vice-chair every month until elections this upcoming summer, or the Board can vote someone into the role for the remainder of the term.

Suzanne DeKay, Secretary/Treasurer, opted for the Board to wait until January to make the decision, so the Chair can be present and it allows time for a new health officer to fill the public health representative vacancy.

#### Welcome & Introductions

Secretary/Treasurer, Suzanne DeKay welcomed everyone to the meeting.

#### Approval of Minutes

The minutes from September 2023 were provided to Board members via electronic mail and December Meeting Packet.

The Secretary/Treasurer called for a motion of approval. Mr. Smith moved approval; Mr. Long seconded; Motion carried.

#### **FINANCIAL**

#### Finance Report

Ms. Suzanne DeKay along presented the finance report for September and October 2023.

The Chair called for a motion of approval. Mr. Smith moved approval; Mr. Long seconded; Motion carried.

#### **M**ANAGEMENT AND **A**DMINISTRATION

- Website Updates Staff report they are in the process of reviewing received quotes with the NEFRC. The vendor should be selected by December 7<sup>th</sup>, and HCC staff share the websites should be functional again this January. HCC asked meeting attendees if they had any thoughts or suggestions with what should be included on the website, in addition, to the training and exercise opportunities, meeting minutes and agendas, etc.
  - Suggestions included: log-in section for members to access contact information for other members and to view an inventory of HCC purchased equipment across the Alliance, better calendar to show different opportunities, project submission page which includes all the documents + a fillable form to submit the project application.
- National Conference & Presentation HCC staff attended the National Healthcare Coalition
  Preparedness Conference at the end of November and early December, as part of contract
  requirements. Staff found value in the breakout sessions, meeting with other Florida partners
  and the other HCCs in FEMA Region 4, and hearing from HHS on the future NOFO for the next
  budget period. Additionally, Eric Anderson and Tyler Nolen, with the Local Emergency Planning
  Committee (LEPC), presented at the conference on their shelter-in-place train-the-trainer
  course.
- Chemical Surge Annex The focus area for this fiscal year's contract is chemical surge. As part of the contract requirements, staff have drafted a Chemical Surge Annex, in partnership with the other Florida HCCs. The Chemical Surge Annex Draft will be shared to the membership for feedback and suggestions this December and January. A special planning meeting will be set up for later January to review the plan, and staff hope local subject matter experts will join to provide feedback.

- BOLDPlanning Staff report the Florida contract is being finalized, and that any HCC member across the state will have access to the BOLDPlanning platform at no cost to them.
   BOLDPlanning has been working closely with the HCCs, the State, and other regulatory entities (i.e., AHCA) to ensure the platform and contract will meet facility requirements. COOP planning workshops are in the works, and the CEMP workshops are intended to begin in the spring.
- Project Funding Update Staff report all MOAs have been fully executed, and projects are on track to be completed by their respective completion dates. Two projects have already submitted for reimbursement – Baptist Health and Flagler County Emergency Management.
- **EMAG Conference** The EMAG Conference in Savannah, GA will be held April 17-19, 2024. The HCC did budget to send a group of interested members again this year. If an individual is interested, there will be an interest form sent in January so HCC staff can plan and identify how many members they can sponsor to attend. As a reminder, the HCC covers the costs of conference registration, hotel, and hotel parking; conference attendees are responsible for their pay, meals, and mileage.

Staff shared the conference released their call for presentations and encourage members to apply if they feel there is something they would like to present. The link to submit/apply is below.

Call for presentations link: <a href="https://www.cvent.com/c/abstracts/6dca8383-ea73-43f2-b4b5-52c7bb82bb00">https://www.cvent.com/c/abstracts/6dca8383-ea73-43f2-b4b5-52c7bb82bb00</a>

#### **BUSINESS**

#### **New Members**

Seven (7) new member requests were presented for membership.

The Chair called for a motion of approval of the members. Mr. Long moved approval; Mr. Smith seconded; Motion carried.

#### **TRAINING AND EXERCISE**

#### Virtual Tabletop Exercise Scenario Suggestions

Staff asked meeting attendees if they had any thoughts or suggestions on the upcoming virtual tabletop exercise series scenario. The last three scenarios have been active assailant, shelter-in-place/chemical based, and supply chain scarcity/CSC. This VTTX will occur during next spring. Staff added these exercises are planned with long-term care facilities, home health agencies in mind, to count towards their CMS 'Exercise of Choice' requirement.

Suggestions included: adding injects that incorporate the challenges with language barriers during an emergency, decontamination practices for persons with disabilities, service animals, and other special considerations and populations for decontamination.

#### Statewide Chemical Surge VTTX

This upcoming spring, the HCC is partnering with the other Florida HCCs to host a statewide chemical surge virtual tabletop exercise. It will be the same concept as last year's radiation surge VTTX. This year, it is planned for the All Clear Emergency Management Group to plan and facilitate the exercise for the entire state. This exercise is a contract requirement and is to test this year's Chemical Surge Annex.

#### Florida Week at CDP – April 14-20, 2024

Florida Week at CDP is this upcoming April 14<sup>th</sup> through 20<sup>th</sup> in Anniston, AL. There are several training opportunities, and is a great networking opportunity. Slots fill quickly, and anyone interested in attending is encouraged to apply quickly. The next Florida Week will be in 2026; the flyer with more information and the links to register will be attached to the minutes.

#### CDP Virtual Training Opportunity - One Left

Arranged through the state of Florida HCC group, there is one virtual training opportunity left this year, offered through the Center for Domestic Preparedness (CDP).

- Healthcare Facility Emergency Management Program
  - o December 12, 2023, 10 a.m. to 1 p.m.

The link to register is on the Florida HCC website under 'Training,' the link is provided below. https://www.floridahcc.org/training/https://www.floridahcc.org/training/

#### **BOLDPlanning**

Staff report there will be upcoming virtual workshops through BOLDPlanning for the COOP planning platform. Both workshops are initial trainings to have interested members learn the BOLD platform. There will be follow-up workshops scheduled, as midterm trainings for those learning the platform.

Offering 1  $\rightarrow$  Thursday, December 7th from 9 a.m. to 12 p.m.

Offering 2 -> Friday, January 5th from 9 a.m. to 12 p.m.

The flyer and links to register are attached to the minutes.

#### MEMBER REPORTS AND OPEN DISCUSSION

Hospitals – Ms. Suzanne DeKay, from UF Health Gainesville, states the hospital is full with many patients with respiratory viruses and symptoms. Ms. Misty Woods with ACFR concurred, and shared the other area hospitals are also at capacity. Ms. DeKay shared they still face the same supply chain issues and shortages.

Emergency Management – Mr. Ralph Smith from Gilchrist County Emergency Management reports they are continuing the recovery process of Hurricane Idalia. Mr. Smith reported that the Fire/Rescue Department should be receiving new apparatuses during the first quarter of 2024.

Public Health –

Ms. Casey Ditter/Mr. Jason Long from DOH Suwannee/Lafayette stated there is nothing new to report but are continuing efforts on Hurricane Idalia clean up.

Mr. Caleb Hardee from DOH Gilchrist/Levy/Dixie appreciated the dissemination of the Florida Week at CDP information, and that they are planning to send some people. Reports they are working on the Community Health Improvement Plan, and that they recently acquired a mobile medical unit and will be using that as a resource in their area.

EMS – Ms. Misty Woods from Alachua County Fire Rescue shared they continue to face challenges with getting new equipment (trucks and apparatus), and currently have 10 ambulances on order. ACFR is currently having a FIDTN train-the-trainer. Additionally, reports the lack of staffing and neglect seen in local nursing homes, and how they are reporting these cases to the State.

It was noted that ACFR will be testing the Pulsara platform, as part of the new state contract with the Pulsara company. More to come as more partners are engaged, and after the agency has spent time utilizing the platform.

Long-Term Care – Nothing to report.

At-Large Representatives - Nothing to report.

#### **CLOSING REMARKS AND ADJOURN**

Next Meeting:
January 24, 2024 @ 1:30 PM – General Membership Meeting
Hybrid Meeting
Alachua County Health Department, Thomas Coward Auditorium
224 SE 24<sup>th</sup> Street, Gainesville, FL 32641

., Gairies

https://nefrc-org.zoom.us/j/89168661472 Or Call 1-786 635 1003 Meeting ID: 891 6866 1472

With no additional business, the meeting was adjourned.



#### Attendance Recorded in ReadyOp: Board of Directors Meeting - December 6, 2023

First Name	Last Name	Facility Name	Facility Type
Suzanne	DeKay	UF Health Gainesville	Acute Care Hospitals (Core HCC Member)
		Alachua County Fire	EMS (Including inter-facility and other non-EMS
Misty	Woods	Rescue	patient transport systems; Core HCC Member)
Chris	Westmoreland	DOH – Putnam	Public Health Agencies (Core HCC Member)
		Human Potential	
Heather	Gmitter	Healthcare	Clinical Services Provider
Caleb	Hardee	DOH – Levy/Gilchrist/Dixie	Public Health Agencies (Core HCC Member)
		FDOH – Lafayette and	
Casey	Ditter	Suwannee	Public Health Agencies (Core HCC Member)
Jason	Long	DOH – Suwannee	Public Health Agencies (Core HCC Member)
		Gilchrist County	Emergency Management Organizations (Core HCC
Ralph	Smith	Emergency Management	Member)
Jim	Lyons	DOH – Bradford/Union	Public Health Agencies (Core HCC Member)





# FLORIDA WEEK AT CDP

April 14-20, 2024

Join state, local, and tribal responders and other healthcare partners from across Florida at the Center for Domestic Preparedness (CDP) in Anniston, Alabama. This week-long event includes a variety of advanced all-hazards trainings that will ultimately culminate into an Incident Capstone Event (ICE) full-scale exercise.

#### COURSE OFFERINGS:

**Environmental Health** Training in Emergency Response (EHTER) **Operations** 

> PROMO CODE: 118FLEHTEROPS

**Barrier Precautions and Controls for Highly** Infectious Disease

> PROMO CODE: 124FLHID

**Hospital Emergency** Response Training (HERT) for Mass Casualty Incidents

> PROMO CODE: 121FLHERT

**Healthcare Leadership** for Mass Casualty Incidents

> PROMO CODE: 119FLHCL

### APPLY HERE:

https://cdp.dhs.gov/apply

#### QUESTIONS? CONTACT:

Ann Rowe 850-617-1541 ann.rowe@flhealth.gov Sheridan Taylor 850-245-4859 sheridan.taylor@flhealth.gov mitchell.carbajal@flhealth.gov

Mitchell Carbajal 850-617-1507

# THE CENTER FOR DOMESTIC PREPAREDNESS

The Center for Domestic Preparedness provides advanced, all-hazards training to approximately 50,000 emergency responders annually from state, local, tribal, and territorial governments, as well as the federal government, foreign governments, and private entities, as available. The scope of training includes preparedness, protection, and response.





Since opening its doors in 1998, the CDP has trained more than 1.3 million responders. Responders in 17 different disciplines – Emergency Management, Emergency Medical Services, Fire Service, Governmental Administrative, Hazardous Materials, Healthcare, Law Enforcement, Public Health, Public Safety Communications, Public Works, Agriculture, Education, Citizen/Community Volunteer, Information Technology, Security and Safety, Search and Rescue, and Transportation – train at the CDP.

The Noble Training Facility at the CDP is the only hospital facility in the United States dedicated solely to training hospital and healthcare professionals in disaster preparedness and response. The facility includes classrooms, exercise and simulation areas, an emergency operations center, emergency department, clinical ward, and an isolation ward for 'patients' with highly infectious diseases.







# Continuity of Operations Planning (COOP) Workshop With BOLDPlanning

This <u>virtual</u> workshop will guide you through developing a comprehensive COOP Plan using the BOLDPlanning Platform!

There is no cost for HCC members to use the BOLDPlanning platform.

## **Two Offerings:**

Thursday, December 7, 2023, from 9 AM to 12 PM Click Here to Register

OR

Friday, January 5, 2024, from 9 AM to 12 PM Click Here to Register

Questions?
ASieger@NEFRC.org

		Budget	November 2023	Project To Date	% of Budget Spent	Funds Available
Revenues						
State Contract	\$	289,113.00	\$ 24,848.01	\$ 123,767.02	43%	\$ 165,345.98
Revenue	s_\$_	289,113.00	\$ 24,848.01	\$ 123,767.02	43%	\$ 165,345.98
Expenses						
Salaries	\$	161,979.00	\$ 13,193.02	\$ 67,408.41	42%	\$ 94,570.59
Fringe Benefits	\$	56,693.00	\$ 4,828.54	\$ 24,500.82	43%	\$ 32,192.18
Indirect	\$	70,441.00	\$ 6,826.45	\$ 31,857.79	45%	\$ 38,583.21
Expense	s \$	289,113.00	\$ 24,848.01	\$ 123,767.02	43%	\$ 165,345.98

		Budget	November 2023	Project To Date	% of Budget Spent	Funds Available
Revenues						
State Contract	\$	48,742.00	\$ 1,277.54	\$ 6,857.07	14%	\$ 41,884.93
Revenue	s \$	48,742.00	\$ 1,277.54	\$ 6,857.07	14%	\$ 41,884.93
Expenses						
Travel	\$	40,842.00	\$ 1,141.58	\$ 6,721.11	16%	\$ 34,120.89
Registration Fees	\$	7,700.00	\$ -	\$ -	0%	\$ 7,700.00
Vehicle Rental	\$	200.00	\$ 135.96	\$ 135.96	68%	\$ 64.04
Expense	s \$	48,742.00	\$ 1,277,54	\$ 6,857.07	14%	\$ 41,884.93

Healthcare Coali	tion FY 23/24-	Equi	ipment				
			Budget	November 2023	Project To Date	% of Budget Spent	Funds Available
Revenues							
State Contract		\$	197,464.00	\$ -	\$ -	0%	\$ 197,464.00
	Revenues	\$	197,464.00	\$ -	\$ -	0%	\$ 197,464.00
Expenses							
HCC Projects		\$	197,464.00	\$ -	\$ -	0%	\$ 197,464.00
-	Expenses	\$	197,464.00	\$ -	\$ -	0%	\$ 197,464.00

		Budget	November 2023	Project To Date	% of Budget Spent	Funds Available
Revenues						
State Contract		\$ 750.00	\$ -	\$ 29.99	4%	\$ 720.0
	Revenues	\$ 750.00	\$ =	\$ 29.99	4%	\$ 720.0
Expenses						
Office Supplies		\$ 750.00	\$ -	\$ 29.99	4%	\$ 720.0
	Expenses	\$ 750.00	\$ -	\$ 29.99	4%	\$ 720.0

Healthcare Coalition F	Y 23/24-0	Cont	ractual					
		Budget			November 2023	Project To Date	% of Budget Spent	Funds Available
Revenues								
State Contract		\$	175,506.00	\$	-	\$ 22,500.00	13%	\$ 153,006.00
I	Revenues	\$	175,506.00	\$	-	\$ 22,500.00	13%	\$ 153,006.00
Expenses								
Computer Software	,	\$	10,000.00	\$	-	\$ 10,000.00	100%	\$ -
Professional Services		\$	165,506.00	\$	-	\$ 12,500.00	8%	\$ 153,006.00
1	Expenses	\$	175,506.00	\$	-	\$ 22,500.00	13%	\$ 153,006.00
	-							

		Budget		November 2023	Project To Date	% of Budget Spent	Funds Available
Revenues						g	
State Contract		37,13	37.00	\$ 2,366.16	\$ 12,429.47	33%	\$ 24,707.53
Re	evenues \$	37,13	37.00	\$ 2,366.16	\$ 12,429.47	33%	\$ 24,707.53
Expenses							
Telephone	\$	2,50	00.00	\$ 57.70	\$ 475.33	19%	\$ 2,024.67
Postage	\$	50	00.00	\$ 242.12	\$ 437.40	87%	\$ 62.60
Membership Dues	\$	45	0.00	\$ -	\$ -	0%	\$ 450.00
Printing	\$	2,00	00.00	\$ 1.90	\$ 24.94	1%	\$ 1,975.06
Technology Services	\$	10,00	00.00	\$ 577.90	\$ 3,459.10	35%	\$ 6,540.90
D/O Insurance	\$	60	00.00	\$ -	\$ 600.00	100%	\$ -
Office Lease	\$	21,08	37.00	\$ 1,486.54	\$ 7,432.70	35%	\$ 13,654.30
E	xpenses \$	37,13	37.00	\$ 2,366.16	\$ 12,429.47	33%	\$ 24,707.53

	Budget	December 2023	Project To Date	% of Budget Spent	Funds Available
Revenues					
State Contract	\$ 289,113.00	\$ 23,444.57	\$ 147,211.59	51%	\$ 141,901.41
Revenues	\$ 289,113.00	\$ 23,444.57	\$ 147,211.59	51%	\$ 141,901.41
Expenses					
Salaries	\$ 161,979.00	\$ 12,063.95	\$ 79,472.36	49%	\$ 82,506.64
Fringe Benefits	\$ 56,693.00	\$ 4,453.09	\$ 28,953.91	51%	\$ 27,739.09
Indirect	\$ 70,441.00	\$ 6,927.53	\$ 38,785.32	55%	\$ 31,655.68
Expenses	\$ 289,113.00	\$ 23,444.57	\$ 147,211.59	51%	\$ 141,901.41

Healthcare Coalitio	n FY 23/24-	Trav	vel					
			Budget		December 2023	Project To Date	% of Budget Spent	Funds Available
Revenues								
State Contract		\$	48,742.00	\$	375.19	\$ 7,232.26	15%	\$ 41,509.74
	Revenues	\$	48,742.00	\$	375.19	\$ 7,232.26	15%	\$ 41,509.74
Expenses								
Travel		\$	40,842.00	\$	375.19	\$ 7,096.30	17%	\$ 33,745.70
Registration Fees		\$	7,700.00	\$	-	\$ -	0%	\$ 7,700.00
Vehicle Rental		\$	200.00	\$	-	\$ 135.96	68%	\$ 64.04
	Expenses	\$	48,742.00	\$	375.19	\$ 7,232,26	15%	\$ 41,509.74

		Budget	December 2023	Project To Date	% of Budget Spent	Funds Available
Revenues						
State Contract	,	\$ 197,464.00	\$ 34,995.00	\$ 34,995.00	18%	\$ 162,469.00
	Revenues	\$ 197,464.00	\$ 34,995.00	\$ 34,995.00	18%	\$ 162,469.00
Expenses						
HCC Projects		\$ 197,464.00	\$ 34,995.00	\$ 34,995.00	18%	\$ 162,469.00
	Expenses	\$ 197,464,00	\$ 34,995.00	\$ 34,995.00	18%	\$ 162,469.00

Healthcare Coalitio	on FY 23/24-	Supp	plies				
			Budget	December 2023	Project To Date	% of Budget Spent	Funds Available
Revenues							
State Contract		\$	750.00	\$ -	\$ 29.99	4%	\$ 720.0
	Revenues	\$	750.00	\$ -	\$ 29.99	4%	\$ 720.0
Expenses							
Office Supplies		\$	750.00	\$ -	\$ 29.99	4%	\$ 720.0
	Expenses	\$	750.00	\$ -	\$ 29.99	4%	\$ 720.0

Healthcare Coalition FY	23/24-0	Cont	ractual					
		Budget			December 2023	Project To Date	% of Budget Spent	Funds Available
Revenues								
State Contract		\$	175,506.00	\$	-	\$ 22,500.00	13%	\$ 153,006.00
Re	evenues	\$	175,506.00	\$	-	\$ 22,500.00	13%	\$ 153,006.00
Expenses								
Computer Software		\$	10,000.00	\$	-	\$ 10,000.00	100%	\$ -
Professional Services		\$	165,506.00	\$	-	\$ 12,500.00	8%	\$ 153,006.00
Ex	xpenses	\$	175,506.00	\$	-	\$ 22,500.00	13%	\$ 153,006.00
	_							

Healthcare Coalition FY 23/24-Other											
		Buo			December 2023		Project To Date	% of Budget Spent		Funds Available	
Revenues											
State Contract		\$	37,137.00	\$	2,248.61	\$	14,678.08	40%	\$	22,458.92	
	Revenues	\$	37,137.00	\$	2,248.61	\$	14,678.08	40%	\$	22,458.92	
Expenses											
Telephone	9	\$	2,500.00	\$	180.61	\$	655.94	26%	\$	1,844.06	
Postage	9	\$	500.00	\$	-	\$	437.40	87%	\$	62.60	
Membership Dues	5	\$	450.00	\$	-	\$	-	0%	\$	450.00	
Printing	9	\$	2,000.00	\$	5.56	\$	30.50	2%	\$	1,969.50	
Technology Services	:	\$	10,000.00	\$	575.90	\$	4,035.00	40%	\$	5,965.00	
D/O Insurance	5	\$	600.00	\$	-	\$	600.00	100%	\$	-	
Office Lease	:	\$	21,087.00	\$	1,486.54	\$	8,919.24	42%	\$	12,167.76	
	Expenses	\$	37,137.00	\$	2,248.61	\$	14,678.08	40%	\$	22,458.92	

#### **New Members Alliance January 2024**

Name (First)	Name (Last)	Title/Job Duty	Type of Organization	Name of	City	County- Select all that apply	
				Facility/Organization			
			Outpatient health care				
			delivery (e.g., ambulatory				
			care, clinics, community				
			and tribal health centers,				
			Federally Qualified Health				
	/		Centers, urgent care				
			centers, free standing				
			emergency rooms, stand-	Jacksonville Center for			
Veronica	McDaniel	Nurse Manager	alone surgery centers)	Endoscopy	Jacksonville	Duval	
			Acute Care Hospitals (Core	Baptist Medical Center			
Christopher	Tytler	Safety Specialist	HCC Member)	Beaches	Jacksonville	Duval	

Healthcare Coalition Alliance
Region 3
www.FLRegion3HCC.org