



Executive Board Meeting
May 15, 2024 @ 1pm
Meeting Notes

The May Executive Board Meeting of the Northeast Florida Healthcare Coalition was held in-person at the WJCT Building and virtually via Zoom. The meeting commenced at 1:00 pm on Wednesday, May 15, 2024.

CALL TO ORDER

The meeting was called to order by the Chair with a validation of members, with the following Executive Board members present. Quorum was met for voting.

Baker County – Kassie Knoll
Clay County – Sonny Rodgers, Don Weatherby
Duval County – Katherine Jones
Flagler County – Jaffy Lee, Bob Pickering
St. Johns County – Lana Sample
Emergency Management – John Blanchard, Jonathan Lord
EMS – Tim Devin, Kevin Kotsis
Hospitals – Rich Ward
Home Health – Susan Chapman

Absent:

Nassau County – Ronnie Nessler
Public Health – N/A
Long-Term Care – N/A

A digital sign-in link was provided to attendees. The sign-in sheet is attached to the minutes.

***Approval of Minutes**

The draft minutes from the March 20, 2024, General Membership Meeting was provided as part of the meeting packet.

The Chair called for a motion. A motion was made to approve the draft minutes by Sonny Rodgers (Clay County). A second was made by Kevin Kotsis (EMS). Motion carries.

FINANCIAL

***Budget Report**

The finance report for March and April 2024 were presented by Leigh Wilsey.

The Chair called for a motion. A motion was made to approve the financial report by Sonny Rodgers (Clay County). A second was made by Kevin Kotsis (EMS). Motion carries.

Management and Administration

Project Funding Update

Staff report seven projects have been reimbursed and completed – Flagler County Emergency Management (FirstNet miniCRD), Baptist Health System (PAPRs), Baker County Emergency Management (Training Manikins for MCI Exercises), Baker County Fire Rescue Department (MCI Trailer Replenishment), Lake Butler Hospital (Decon/MCI Equipment), Dixie County Emergency Services (SimMan Training Manikin), and AdventHealth Palm Coast Parkway (Decon Equipment). The two remaining projects are still in the process of procurement due to delays in supply chain/shipping but remain on track to be completed by June.

EMAG Conference Recap

The EMAG Conference in Savannah, GA was a success with 23 members across the Alliance in attendance. Members report it was a great learning opportunity, with training ranging from cybersecurity, weather-related threats, and other valuable and pertinent topics to emergency management and healthcare.

Ms. Jaffy Lee with DOH-Flagler shared EMAG always provides an opportunity to collaborate and train with folks in similar roles in different parts of the country.

New Contract (FY24-29)

Staff share they have not received the new contract yet but have heard from the State to expect level funding for the new contract. Once the contract is made available to HCC staff, there will be a strategic planning workshop with the Alliance Board's to review and discuss the five-year contract. Staff share there may be changes to project funding based on the new contract language, as future projects may have to be more regional in focus.

June and July Meeting

Staff report the June meeting date falls on the Juneteenth holiday, and the meeting will be canceled. All members are welcome to attend the virtual North Central HCC meeting on June 26 at 1:30 PM.

Additionally, the Northeast Florida Regional Council office is moving to a new location in July. Therefore, HCC staff and Board agree to cancel the July meeting during the move and will resume the meeting in August.

New Website Demonstration

HCC staff shared the new website is not available yet but did have a test site to demonstrate to meeting attendees. HCC staff welcomed any feedback and suggestions.

Chair, Tim Devin, suggested adding a link to SERT TRAC under the training page.

MRSE

Staff report the MRSE exercise held in Marion County on May 7th was a success, and there was information and learning opportunities to come from the exercise. Further, the information and lessons learned from the TTX was implemented one week later in Marion County as they had a real-world MCI, and the hospital and EMS partners utilized the techniques used during the MRSE to distribute patients across the local healthcare and transportation system.

BUSINESS

***Approval of General Membership Requests**

As required in the bylaws, the Board must approve all membership requests. There have been eight (8) membership requests since the last meeting. The list was provided in the meeting packet.

The Chair called for a motion. A motion was made by Sonny Rodgers (Clay County) to approve the new members. A second was made by Jaffy Lee (Flagler County). Motion carries.

TRAINING AND EXERCISE

BOLDplanning Workshops

Staff report shared BOLDplanning and the Florida HCC's have launched the CEMP platform which is free and available to any HCC member in Florida. Below are the Region 3 HCC funded training workshops and the Florida HCC funded virtual workshops. More CEMP and COOP workshops to come in next (early) fiscal year. The flyer with registration links is attached to the minutes.

- Region 3 HCC Alliance Offerings
 - Initial CEMP Workshops
 - Thursday, May 23, from 1pm to 4pm
 - Wednesday, June 5, from 9am to 12pm
 - Statewide Offerings
 - Initial CEMP Workshops
 - Thursday, May 30, from 9am to 1pm
 - Thursday, June 20, from 1pm to 5pm

CDP Virtual Training Offerings

Staff share the upcoming virtual training opportunities offered to anyone in Florida through the Center for Domestic Preparedness. Trainings include Active Shooter/Assailant: Behavioral Indicators and How to Respond, Special Needs Population Considerations During Emergency Response, and Psychological Preparedness for Responders. The flyer with more course information and registration links is attached to the minutes.

Tropical Tango – Virtual TTX Series

Staff share the last virtual tabletop exercise opportunity for the fiscal year which will be held in June. This scenario will be weather-based and will help participating facilities think through a possible evacuation. The flyer with more information and the registrations links is attached to the minutes.

Offering 1: June 11, 2024, from 1:00-4:30pm

Offering 2: June 13, 2024, from 9:00am-12:30pm

OPEN DISCUSSION

- Hospitals –Mr. Kevin Kotsis with Ascension reported that Ascension National experienced a cyberattack last week, and hospitals are currently operating using downtime procedures. Shares that other hospitals should practice downtime with their staff during the day to test their COOP

and EOP, as it would be good practice if they had to be in a period of extended downtime.

Ms. Jenn Silvey-Cason shared she is facilitating a full-scale exercise for UF Health Downtown and North with a pediatric evacuation scenario. This exercise will consist of a full evacuation (with pediatric training manikins) and practice a set-up of an alternate care site. The exercise will be on July 31st and she will share more information as it approaches for partners.

- Public Health –

Mr. Ryan Nash from Nassau County DOH shared they are preparing for hurricane season.

Mr. Sonny Rodgers from Clay County shared they are still working to move all of their services to the Fleming Island location and hope to move over WIC and other services soon. Clay DOH is hosting an LSU training on June 11 and 12, and there are seats still available. Reports they have their hurricane prep week approaching, and shared one of those days is dedicated to county health and care facilities. In addition, the health department will have SpNS training with the regional SpNS nurse in June or July. Clay DOH also continues to prepare for their back-to-school immunizations. Mr. Rodgers also shared once BPR releases their requirements for next fiscal year, they will start scheduling and planning training and exercises.

Ms. Katherine Jones from Duval County DOH shared they will be doing shelter training as they prepare for hurricane season. Reports Duval DOH is wrapping up their PPHR submission.

Ms. Kassie Knoll from Baker County DOH shared that next Tuesday (5/21), Baker DOH will be conducting a mass prophylaxis full-scale exercise, and if anyone is interested in volunteering reach out to DOH-Baker.

Ms. Jaffy Lee from Flagler County stated there is a strong interest from Flagler County EM to have their healthcare facilities use the BOLDplanning platform for CEMPs and COOP plans. Reports their school walk-through went well in planning and preparing for special needs sheltering.

- EMS – Mr. Kevin Kotsis shared that EMS Week is next week, with multiple events happening throughout the region. Shared that the First Coast EMS Advisory Council formed a subcommittee on Pulsara. This subcommittee will go out to individual EMS agencies to see where gaps or issues are, and bring this compilation to Pulsara, for Pulsara to address. Pulsara will be presenting at the next FCDC meeting, as well.

Mr. Kotsis shared that regionally, EMS/Fire student numbers are increasing, but now there are not enough instructors due to pay issues, etc.

- Emergency Management –

Mr. Tim Devin with Clay County Emergency Management shared that the Governor's Hurricane Conference is currently underway in West Palm Beach. Additionally, FDEM is hosting a free training conference June 10-14 at the World Golf Village in St. Augustine, and they are looking to expand seat capacity in the trainings. Shared that all county grants are receiving a 10% deduction, and that the disaster grants derived from the COVID-19 pandemic are closing out at the end of this fiscal year. Chair Devin also urged meeting attendees to attend county-support training offerings, so counties can continue to offer the EM training courses at

no cost.

- Home Health – Ms. Susan Chapman shared that last week’s inclement weather provided an opportunity for staff to practice communications practices during emergencies. It also provided an opportunity for them to conduct a TTX internally to review notification processes during inclement weather.
- Long-Term Care – Nothing to report.

Chair Devin asked meeting attendees and Board members to think about Board disciplines, like long-term care. Long-term care has not had a representative on the Board in over one year, if not more. The Chair suggested the membership come back in August and review if long-term care should still be a named discipline on the NEFLHCC Board structure.

ADJOURN

The meeting was adjourned at 2:00 PM.

Training

- De-escalation and workplace violence training was offered following the meeting (in-person only).

NEXT MEETING

June Meeting is CANCELED.

June meeting is canceled due to it falling on a holiday. The NEFLHCC will meet again in July. Any member is welcome to attend the virtual North Central Florida HCC meeting on June 26 at 1:30PM.



Executive Board Meeting Attendance
May 15, 2024, @ 1pm

Name	Name (Last)	Facility Name	Facility Type	'other'
Timothy	Devin	Clay County Fire Rescue	EMS (Including inter-facility and other non-EMS patient transport systems); (Core HCC Member)	
Kevin	Kotsis	Ascension St. Vincent's Southside	EMS (Including inter-facility and other non-EMS patient transport systems); (Core HCC Member)	
Jennifer	Silvey-Cason	UF Health Jacksonville	Acute Care Hospitals (Core HCC Member)	
Freda	Vaughn	FDOH	Public Health Agencies (Core HCC Member)	
Jaffy	Lee	Florida Dept of Health - Flagler County	Public Health Agencies (Core HCC Member)	
Joe	Daraskevich	Duval County Medical Society	Local chapters of health care professional organizations (e.g. medical society, professional society, hospital association)	
Sonny	Rodgers	DOH-Clay	Public Health Agencies (Core HCC Member)	
Kassie	Knoll	DOH-Baker	Public Health Agencies (Core HCC Member)	
Craig	Tompkins	River Garden	Skilled nursing, nursing, and long-term care facilities	
Don	Weatherby	DOH-Clay	Public Health Agencies (Core HCC Member)	
Bob	Pickering	Flagler County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Lana	Sample	DOH-St. Johns	Public Health Agencies (Core HCC Member)	
Katherine	Jones	DOH-Duval	Public Health Agencies (Core HCC Member)	
Ryan	Nash	DOH – Nassau	Public Health Agencies (Core HCC Member)	
Jonathan	Lord	Flagler County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Leah	Guthrie	Mental Health Resource Center	Behavioral Health Services and Organizations	
Mary	Boutte	DOH-St. Johns	Public Health Agencies (Core HCC Member)	
John	Blanchard	Baker County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Jerry Lynn	Daniels	Senior Living at The Greens	Skilled nursing, nursing, and long-term care facilities	
Rich	Ward	HCA Florida Orange Park Hospital	Acute Care Hospitals (Core HCC Member)	

Susan	Chapman	Brooks Rehab Home Health	Home Health Agencies(including home and community based services)	
Ashley	Merryman	BPHL	Public Health Agencies (Core HCC Member)	
Steve	Viola	AdventHealth Palm Coast	Acute Care Hospitals (Core HCC Member)	

Workshop Dates

Initial CEMP Workshops:

May 23, 2024, from 1:00pm to 4:00pm

[Register Here](#)

June 5, 2024, from 9:00am to 12:00pm

[Register Here](#)



Enhancement CEMP Workshop:

(must have attended an initial workshop)

June 25, 2024, from 9:00am to 12:00pm

[Register Here](#)

Questions?
ASieger@NEFRC.org



FLORIDA **HEALTH CARE** COALITIONS

Comprehensive Emergency Management Plan (CEMP) Development Workshops

WITH BOLDPLANNING

Thursday, May 30th

9am - 1pm

Thursday, June 20th

1pm - 5pm

These virtual workshops will guide you through developing a Comprehensive Emergency Management Plan (CEMP) using the BOLDPlanning Platform!

Click on the date above to register.

(The workshops are the identical - just choose one!)

*Provided by the Florida
Health Care Coalitions at no cost to you!*



CDP Virtual Training Opportunities Florida Healthcare Coalition March-July 2024

- You **must** have a FEMA SID before applying for a course.
 - To register for a FEMA SID number, go to: <https://cdp.dhs.gov/FEMASID> and click “Register for FEMA SID” or “Forgot FEMA SID”
 - If you encounter any issues, please contact the FEMA SID help desk at: femasidhelp@cdpemail.dhs.gov
- Registering for a FEMA SID number **does not** register you for a class
- All students **must** register using the links below
 - If you encounter any problems registering, please contact VILT Support at: VILTSupport@cdpemail.dhs.gov

Prehospital Mass Casualty Incident Operations (HCV15)

The Prehospital Mass Casualty Incident Operations course prepares participants to effectively respond to mass casualty incidents (MCI). Emergency medical service (EMS) responders may provide emergency medical care during an MCI. During the response phase, EMS responders perform life-saving procedures in the warm and cold zones of the incident. In addition, they must use appropriate personal protective equipment (PPE) while providing casualty triage, treatment, and transport.

Date	Time	Promo Code	Link
March 21, 2024	2:00PM-3:30PM EST	24NV-0638 HCV15	Click Here to Apply

Healthcare Facility Mass Fatality Management (HCV13)

Examines planning and preparedness considerations and explores the procedures and considerations for mass fatality management in a healthcare facility. Defines fatality management; considerations for healthcare facility mass fatality planning; considerations for healthcare facility mass fatality preparedness; explains essential healthcare facility fatality management procedures and considerations; discusses public information and media coordination considerations for healthcare facility fatality management; security considerations for healthcare facility fatality management; evidence preservation, collection, and chain of custody considerations for healthcare facility fatality management; Health Insurance Portability and Accountability Act considerations for healthcare facility fatality management; and mental and behavioral health support for healthcare facility fatality management.

Date	Time	Promo Code	Link
April 9, 2024	10:00AM-11:15AM EST	24NV-0639 HCV13	Click Here to Apply

“Training the Best for the Worst”

Active Shooter/Assailant: Behavioral Indicators and How to Respond (OLS-V9)

Covers the fundamental elements of behavioral recognition of an active shooter such as understanding and articulating physical cues, tactical cues, and weapons cues. Additionally, directed conversation as a precursor to interview/interrogation of an active shooter will also be discussed. The Run, Hide, Fight concept for staying alive during such an event will be presented.

Date	Time	Promo Code	Link
May 16, 2024	2:00PM-3:00PM EST	24NV-0642 OLS-V9	Click Here to Apply

Special Needs Population Considerations During Emergency Response (HCV3)

Provides an overview of the requirements, capabilities, and considerations necessary to ensure the special needs population requirements are addressed during planning, preparedness, response, and recovery.

Date	Time	Promo Code	Link
June 18, 2024	10:00AM-11:00AM EST	24NV-0643 HCV3	Click Here to Apply

Psychological Preparedness for Responders (OLS-V7)

Reviews common examples of situations encountered by emergency responders with a tendency to cause stress and/or stress-induced psychological trauma. The audience will gain knowledge of stress disorder causes, signs, and symptoms of stress-induced psychological trauma, and multiple coping methods for stress and stress disorders.

Date	Time	Promo Code	Link
July 16, 2024	2:00PM-3:00PM EST	24NV-0644 OLS-V7	Click Here to Apply

Tropical Tango: A Virtual Severe Weather Tabletop Exercise

Sponsored by the Region 3 Healthcare Coalition Alliance

Offering 1: June 11, 2024
1:00 PM - 4:30 PM
[Click Here to Register](#)

Offering 2: June 13, 2023
9:00 AM - 12:30 PM
[Click Here to Register](#)



Participants Include:

Healthcare organizations from the Region 3 Healthcare Coalition Alliance looking to meet their CMS 'Exercise of Choice' requirement.

- Long Term Care
- Nursing Homes
- Skilled Nursing Facilities
- Home Health
- Hospice
- Dialysis
- Assisted Living
- Hospitals
- Other First Responder Partners

Exercise Overview:

Join the Region 3 Healthcare Coalition Alliance for a virtual, discussion-based exercise which can be used to meet your CMS 'Exercise of Choice' requirement. The exercise, which will be offered twice, will include an interactive, severe weather scenario to help ensure that your organization is prepared for the upcoming hurricane season. This exercise features both large and breakout group discussions. Each participating agency will receive a comprehensive After-Action Report and a certificate of participation that can be used to demonstrate compliance.

Once registered, you will be sent a confirmation email containing:

- Information on how to access the exercise documents through the online web portal.
- Information on how to access the exercise through Zoom on your selected date of participation.

Questions? Contact Elaina Huffman at ElainaH@AllClearEMG.com