



Wednesday, September 25, 2024 @ 1:30

Virtual Only Meeting

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

NCFHCC BOARD OF DIRECTORS MEETING AGENDA

*Requires approval of Board

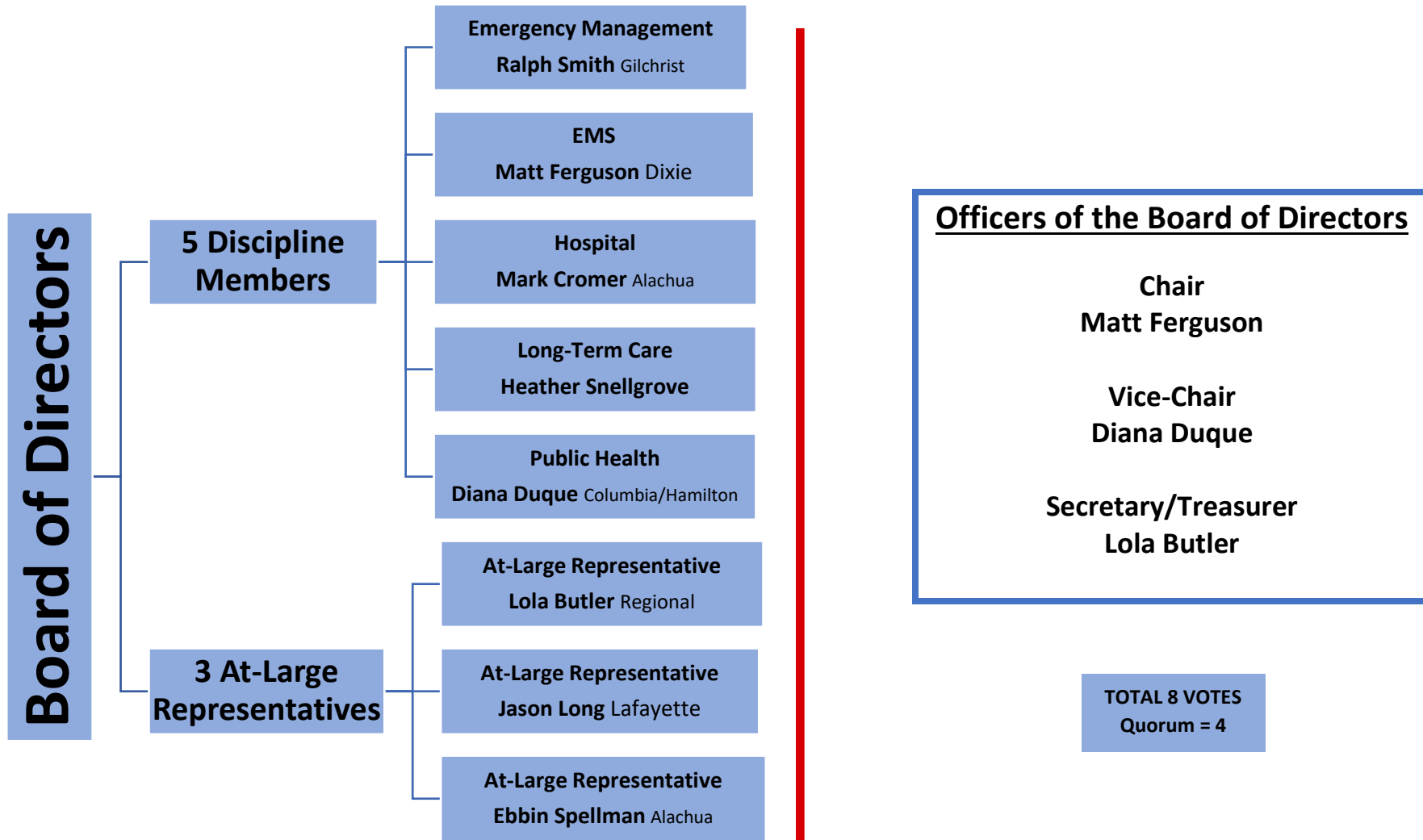
Meeting Attendance Link: <https://nefrc.readyop.com/fs/4chp/ab835fc3>

- I. Call to Order**
 - Validation of voting members present [accept proxy voters, if present]
 - Welcome & Introductions
 - Board Officer Introduction
 - *Approval of minutes from June 2024
- II. Financial**
 - Fiscal Year 2023-2024 Close-out Report
 - Pediatric Med Sleds
 - *Finance Report – July and August 2024
- III. Management and Administration**
 - New Contract (FY24-25)
 - Overview of Alliance Board Meeting
 - November/December Meeting
 - Project Funding
 - Specialty Working Groups
- IV. Business**
 - *New Member Requests
- V. Training & Exercise**
 - BOLDPlanning Workshops
 - CDP Virtual Training Opportunities
 - Pediatric Disaster Response and Emergency Preparedness (MGT439)
- VI. Board Member/Discipline Reports & Open Discussion**
- VII. Adjourn**

**Next Meeting:
October 23rd at 1:30 PM**



Board of Directors 2024-2026



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 2024-June 2026.



NCFHCC Board of Directors Meeting

June 26, 2024

MEETING MINUTES

The North Central Florida Healthcare Coalition held its virtual meeting on June 26, 2024, at 1:30. The meeting was held virtually via Zoom.

Documents provided to the NCFHCC Members via email:

Agenda; Validation of Board Members; Minutes from May 2024; Financial Report for May 2024; New Member Requests.

CALL TO ORDER

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

EMS: Matt Ferguson

Emergency Management: Ralph Smith

Hospitals: Suzanne DeKay

At-Large Representative: Jason Long

At-Large Representative: Lola Butler

At-Large Representative: Misty Woods

Others in Attendance: See attendance report attached.

Absent:

Public Health: N/A

Long-Term Care: N/A

Welcome & Introductions

Chair, Matt Ferguson, welcomed everyone to the meeting.

Approval of Minutes

The minutes from May 2024 were provided to Board members via electronic mail and June Meeting Packet.

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

FINANCIAL

Finance Report

HCC Staff, Leigh Wilsey, presented the finance report for May 2024.

The Chair called for a motion of approval. Mr. Cromer moved approval; Ms. DeKay seconded; Motion carried.

MANAGEMENT AND ADMINISTRATION

- **Project Funding Update** Staff report all nine projects have been completed and submitted for reimbursement. Staff share it was a successful year for project funding. More to come on project funding as the new contract is received.
- **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 in August 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.
- **New Website** HCC staff showed the meeting attendees the new website. Staff are still uploading documents to the new site, but it will soon have all the appropriate documentation for members to access.
- **July Meeting** Staff report 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. With the Alliance Board meeting in August, staff share the August meeting date and time is to be determined based on the Alliance Board.

BUSINESS

New Members

Twelve (12) new member requests were presented for membership.

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

Staff share Ms. Diana Duque, the Health Officer at Columbia/Hamilton DOH, is a new member and will serve as the Public Health representative on the Board.

Board Officer Discussion

Staff share the ballot for voting for the Board of Directors for fiscal year 2024-2026 has been shared with the membership via email nomination forms. Those nominated were contacted and notified on the award of their Board position. The new Board was shared at the meeting, and staff relayed that the new Board will be sent an email to garner who would like to serve as an officer (Chair, Vice-Chair,

Secretary/Treasurer). The Officers will be installed at the August meeting.

FY24-26 Board of Directors

- Emergency Management
 - Ralph Smith - Gilchrist
- EMS – Emergency Medical Services
 - Matt Ferguson - Dixie
- Hospitals
 - Mark Cromer
- Public Health
 - Diana Duque
- Long-Term Care
 - Heather Snellgrove
- At-Large Representative
 - Lola Butler
- At-Large Representative
 - Jason Long
- At-Large Representative
 - Ebbin Spellman

TRAINING AND EXERCISE

BOLDPlanning

Staff report 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.

- Statewide Offerings
 - Initial CEMP Workshops
 - Thursday, July 25, from 9am to 1pm
 - Tuesday, August 6, from 1pm to pm
- Region 3 HCC Offerings
 - Initial COOP Workshops
 - Wednesday, July 10, from 9am to 12pm
 - Tuesday, July 23, from 9am to 12pm

CDP Virtual Training Offerings

Staff share the upcoming virtual training opportunities offered to anyone in Florida through the Center for Domestic Preparedness. Training includes Psychological Preparedness for Responders. The flyer with more course information and registration links is attached to the minutes.

MEMBER REPORTS AND OPEN DISCUSSION

Hospitals – Ms. Suzanne DeKay with UF Health Shands shared the hospital participated in a disaster drill with the University of Florida. The exercise allowed for the hospital and Alachua County Fire

Rescue to transport and treat patients through their system. Shared the scenario would be good for future use to allow for participation and collaboration with partners outside county lines.

Emergency Management – Mr. Ralph Smith (Gilchrist County EM) shared they are monitoring storm season and staying prepared.

Public Health –

Mr. Jason Long (DOH – Suwannee) shared all health departments are preparing for Special Needs Sheltering operations for hurricane season and continue to update their plans.

Ms. Diana Duque (DOH – Columbia/Hamilton) shared Region 2 will be securing a CHEMPACK, which will help fill the gap that exists within the region.

EMS – Ms. Misty Woods (Alachua County Fire Rescue) commented that ACFR benefited from participating in the disaster drill at University of Florida and with the transport of patients.

Mr. Matt Ferguson (Dixie County EMS) shared their department and other receiving departments across the State with DOH grants are awaiting award documentation that is due signed by the end of the month.

Long-Term Care – Nothing to report.

At-Large Representatives – Ms. Lola Butler (FDOT) had nothing to update the group on.

HCC staff, Leigh Wilsey, asked meeting attendees if they were aware of bariatric patient capabilities within the region. Ms. Woods shared that UF Health Shands may have open MRI/CT capabilities.

CLOSING REMARKS AND ADJOURN

Next Meeting:

July meeting is CANCELED.

August meeting is TBD. Information will be shared as the meeting approaches.

With no additional business, the meeting was adjourned.



Attendance Recorded in ReadyOp: Board of Directors Meeting – June 26, 2024

First Name	Last Name	Facility Name	Facility Type
Suzanne	DeKay	UF Health Gainesville	Acute Care Hospitals (Core HCC Member)
Matt	Ferguson	Dixie County EMS	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Howell	Batts	FDOH	Public Health Agencies (Core HCC Member)
Freda	Vaughn	FDOH	Public Health Agencies (Core HCC Member)
Aurelio	Perea	DOH – Columbia	Public Health Agencies (Core HCC Member)
Jim	Lyons	DOH – Bradford/Union	Public Health Agencies (Core HCC Member)
Lola	Butler	FDOT	Jurisdictional partners, including cities, counties and tribes
Valeen	Bell	Atlantic Care Services	Home Health Agencies (Including home and community-based services)
Joshua	Saunders	FDEM	Emergency Management Organizations (Core HCC Member)
Misty	Woods	Alachua County Fire Rescue	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Tommy	Capobianco	FDLE	Jurisdictional partners, including cities, counties and tribes
Diana	Duque	DOH – Columbia/Hamilton	Public Health Agencies (Core HCC Member)
Casey	Ditter	DOH – Lafayette	Public Health Agencies (Core HCC Member)
Mark	Cromer	HCA Florida North Florida Hospital	Acute Care Hospitals (Core HCC Member)
Jason	Long	DOH – Suwannee	Public Health Agencies (Core HCC Member)
Noah	Parrish	Lake Butler Hospital	Acute Care Hospitals (Core HCC Member)

Ralph	Smith	Gilchrist County Emergency Management	Emergency Management Organizations (Core HCC Member)
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DRAFT

Healthcare Coalition
Financial Report
As of August 2024

Healthcare Coalition FY 24/25-Personnel						
	Budget	August 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 314,071.00	\$ 20,179.21	\$ 40,440.83	13%	\$ 273,630.17	
Revenues	\$ 314,071.00	\$ 20,179.21	\$ 40,440.83	13%	\$ 273,630.17	
Expenses						
Salaries	\$ 175,882.00	\$ 9,646.84	\$ 21,203.58	12%	\$ 154,678.42	
Fringe Benefits	\$ 63,318.00	\$ 5,461.49	\$ 9,672.16	15%	\$ 53,645.84	
Indirect	\$ 74,871.00	\$ 5,070.88	\$ 9,565.09	13%	\$ 65,305.91	
Expenses	\$ 314,071.00	\$ 20,179.21	\$ 40,440.83	13%	\$ 273,630.17	

Healthcare Coalition FY 24/25-Travel						
	Budget	August 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 33,900.00	\$ -	\$ -	0%	\$ 33,900.00	
Revenues	\$ 33,900.00	\$ -	\$ -	0%	\$ 33,900.00	
Expenses						
Travel	\$ 33,900.00	\$ -	\$ -	0%	\$ 33,900.00	
Expenses	\$ 33,900.00	\$ -	\$ -	0%	\$ 33,900.00	

Healthcare Coalition FY 24/25-Equipment						
	Budget	August 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 150,000.00	\$ -	\$ -	0%	\$ 150,000.00	
Revenues	\$ 150,000.00	\$ -	\$ -	0%	\$ 150,000.00	
Expenses						
HCC Projects	\$ 150,000.00	\$ -	\$ -	0%	\$ 150,000.00	
Expenses	\$ 150,000.00	\$ -	\$ -	0%	\$ 150,000.00	

Healthcare Coalition FY 24/25-Supplies						
	Budget	August 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 500.00	\$ -	\$ -	0%	\$ 500.00	
Revenues	\$ 500.00	\$ -	\$ -	0%	\$ 500.00	
Expenses						
Office Supplies	\$ 500.00	\$ -	\$ -	0%	\$ 500.00	
Expenses	\$ 500.00	\$ -	\$ -	0%	\$ 500.00	

Healthcare Coalition FY 24/25-Contractual						
	Budget	August 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 206,610.00	\$ -	\$ -	0%	\$ 206,610.00	
Revenues	\$ 206,610.00	\$ -	\$ -	0%	\$ 206,610.00	
Expenses						
Professional Services	\$ 206,610.00	\$ -	\$ -	0%	\$ 206,610.00	
Expenses	\$ 206,610.00	\$ -	\$ -	0%	\$ 206,610.00	

Healthcare Coalition FY 24/25-Other						
	Budget	August 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 43,631.00	\$ 3,537.96	\$ 4,745.73	11%	\$ 38,885.27	
Revenues	\$ 43,631.00	\$ 3,537.96	\$ 4,745.73	11%	\$ 38,885.27	
Expenses						
Telephone	\$ 1,300.00	\$ 57.70	\$ 117.60	9%	\$ 1,182.40	
Postage	\$ 100.00	\$ -	\$ -	0%	\$ 100.00	
Membership Dues	\$ 450.00	\$ -	\$ -	0%	\$ 450.00	
Printing	\$ 2,000.00	\$ 71.32	\$ 71.39	4%	\$ 1,928.61	
Technology Services	\$ 12,500.00	\$ 1,053.41	\$ 2,201.21	18%	\$ 10,298.79	
D/O Insurance	\$ 680.00	\$ -	\$ -	0%	\$ 680.00	
Office Lease	\$ 19,600.00	\$ 2,316.53	\$ 2,316.53	12%	\$ 17,283.47	
Meeting Expense	\$ 7,001.00	\$ 39.00	\$ 39.00	1%	\$ 6,962.00	
Expenses	\$ 43,631.00	\$ 3,537.96	\$ 4,745.73	11%	\$ 38,885.27	

Healthcare Coalition
Financial Report
As of July 2024

Healthcare Coalition FY 24/25-Personnel						
	Budget	July 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 313,690.04	\$ 20,261.62	\$ 20,261.62	6%	\$ 293,428.42	
Revenues	\$ 313,690.04	\$ 20,261.62	\$ 20,261.62	6%	\$ 293,428.42	
Expenses						
Salaries	\$ 174,942.00	\$ 11,556.74	\$ 11,556.74	7%	\$ 163,385.26	
Fringe Benefits	\$ 62,979.00	\$ 4,210.67	\$ 4,210.67	7%	\$ 58,768.33	
Indirect	\$ 75,769.04	\$ 4,494.21	\$ 4,494.21	6%	\$ 71,274.83	
Expenses	\$ 313,690.04	\$ 20,261.62	\$ 20,261.62	6%	\$ 293,428.42	

Healthcare Coalition FY 24/25-Travel						
	Budget	July 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 50,700.00	\$ -	\$ -	0%	\$ 50,700.00	
Revenues	\$ 50,700.00	\$ -	\$ -	0%	\$ 50,700.00	
Expenses						
Travel	\$ 50,700.00	\$ -	\$ -	0%	\$ 50,700.00	
Expenses	\$ 50,700.00	\$ -	\$ -	0%	\$ 50,700.00	

Healthcare Coalition FY 24/25-Equipment						
	Budget	July 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 131,611.96	\$ -	\$ -	0%	\$ 131,611.96	
Revenues	\$ 131,611.96	\$ -	\$ -	0%	\$ 131,611.96	
Expenses						
HCC Projects	\$ 131,611.96	\$ -	\$ -	0%	\$ 131,611.96	
Expenses	\$ 131,611.96	\$ -	\$ -	0%	\$ 131,611.96	

Healthcare Coalition FY 24/25-Supplies						
	Budget	July 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	
Revenues	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	
Expenses						
Office Supplies	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	
Expenses	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	

Healthcare Coalition FY 24/25-Contractual						
	Budget	July 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 204,860.00	\$ -	\$ -	0%	\$ 204,860.00	
Revenues	\$ 204,860.00	\$ -	\$ -	0%	\$ 204,860.00	
Expenses						
Professional Services	\$ 204,860.00	\$ -	\$ -	0%	\$ 204,860.00	
Expenses	\$ 204,860.00	\$ -	\$ -	0%	\$ 204,860.00	

Healthcare Coalition FY 24/25-Other						
	Budget	July 2024	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 47,100.00	\$ 1,207.77	\$ 1,207.77	3%	\$ 45,892.23	
Revenues	\$ 47,100.00	\$ 1,207.77	\$ 1,207.77	3%	\$ 45,892.23	
Expenses						
Telephone	\$ 2,000.00	\$ 59.90	\$ 59.90	3%	\$ 1,940.10	
Postage	\$ 100.00			0%	\$ 100.00	
Membership Dues	\$ 350.00			0%	\$ 350.00	
Printing	\$ 2,000.00	\$ 0.07	\$ 0.07	0%	\$ 1,999.93	
Technology Services	\$ 11,500.00	\$ 1,147.80	\$ 1,147.80	10%	\$ 10,352.20	
D/O Insurance	\$ 650.00			0%	\$ 650.00	
Office Lease	\$ 18,500.00			0%	\$ 18,500.00	
Meeting Expense	\$ 12,000.00	\$ -	\$ -	0%	\$ 12,000.00	
Expenses	\$ 47,100.00	\$ 1,207.77	\$ 1,207.77	3%	\$ 45,892.23	

New Members Alliance September 2024

Name (First)	Name (Last)	Title/Job Duty	Type of Organization	Name of Facility/Organization	City	County- Select all that apply
Mandy	Hunter	Administrator	Home Health Agencies (Including home and community based services)	Underhill Staffing Inc.	Jacksonville	Duval
Laura	Lee	Director of Quality	Other	Haven Hospice	Gainesville	Alachua, Bradford, Columbia, Duval, Gilchrist, Lafayette, Marion, Putnam, Suwannee, Baker, Clay, Dixie, Flagler, Hamilton, Levy, Nassau, St. Johns, Union

Healthcare Coalition Alliance

Region 3

www.FLRegion3HCC.org