



Executive Board Meeting
November 20, 2024 @ 1pm
Meeting Notes

The November Executive Board Meeting of the Northeast Florida Healthcare Coalition was held in-person at the Clay County EOC and virtually via Zoom. The meeting commenced at 1:00 pm on Wednesday, November 20, 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
Nassau County – Ronnie Nessler
St. Johns County – Gavin Butler
Emergency Management – Jonathan Lord
EMS – Tim Devin, Kevin Kotsis
Hospitals – Dave Chapman
Long-Term Care – Jerry Lynn Daniels

Absent:

Home Health – Susan Chapman

Public Health – 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 September 18, 2024, Executive Board 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 Ronnie Nessler (Nassau County). A second was made by Dave Chapman (Hospitals). Motion carries.

FINANCIAL

***Budget Report**

The finance report for September and October 2024 were presented by Leigh Wilsey.

The Chair called for a motion. A motion was made to approve the financial report by Ronnie Nessler (Nassau County). A second was made by Dave Chapman (Hospitals). Motion carries.

Management and Administration

New Contract and Amendment (FY24-25)

Staff reviewed the new contract with the Florida Department of Health. The contract is for level-funding (\$748,712), and is a one-year, renewable contract. The current contract is a continuation of last year's contract and are awaiting final execution of the contract amendment received in mid-October. Staff report the amendment provided clarity on this year's deliverables and provided an extension of specific deliverable deadlines from December 15 to January 15.

Overview of Specialty Working Group Meeting

Staff shared the Region 3 HCC Alliance Specialty Working Group on Regional Resources and Gaps met on October 29, 2024. Staff reminded meeting attendees this is the working group that is reviewing the HVA and will then discuss and develop regional project ideas to bridge gaps within the region.

The next working group meeting is scheduled for Tuesday, December 3 at 10:00 AM.

BUSINESS

***Approval of General Membership Requests**

As required in the bylaws, the Board must approve all membership requests. There have been thirteen (13) 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 Ronnie Nessler (Nassau County) to approve the new members. A second was made by Dave Chapman (Hospitals). Motion carries.

Introduce New Board Representatives: Long-Term Care

Staff share how two long-term care representatives stepped forward to represent their discipline on the NEFLHCC Board. The primary voting member is Jerry Lynn Daniels with Senior Living at The Greens, and the alternate representative is Evelena Dowling from River City Nursing & Rehab.

FHA Post-COVID Specialty Funding Opportunity

Staff shared there was a project funding opportunity up to \$100,000 offered through the Florida Hospital Association (FHA). The funding is the same as the previous FHA dollars the Alliance used to purchase infectious disease related equipment for hospitals. The application was put in for the full amount of \$100,000 for the purchase of PVC medical sleds. If awarded, staff will survey the hospitals in the region to distribute the equipment.

Sonny Rodgers with DOH – Clay shared how there are several PVC medical stretchers at Orange Park Medical Center and a county fire station.

Chair, Tim Devin, asked staff if there was a plan for the upcoming conference season. Staff shared they will work to see if EMAG is indeed downsizing and see if there are other beneficial conferences the HCC could sponsor members to attend.

TRAINING AND EXERCISE

BOLDPlanning Workshops

Staff shared that 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 Florida HCC funded virtual workshops. More CEMP and COOP workshops to come this fiscal year. The flyer with registration links is attached to the minutes.

- Statewide Offerings
 - Initial CEMP Workshops
 - Monday, December 2, from 1pm to 5pm
 - Tuesday, December 17, 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: Autism Awareness for Emergency Services, Patient Management: Receiving a Highly Infectious Disease Patient, and Patient Management: Management of a Highly Infectious Disease Patient in a Healthcare Facility. The flyer with more course information and registration links is attached to the minutes.

MRSE

The Medical Response and Surge Exercise (MRSE) is an annual requirement and is designed to test the region's capability and capacity to manage and support a surge of patients equal to at least 10% of their licensed general medical/surgical bed capacity. The exercise will be held in the Northeast region this fiscal year. Planning meetings will start in March, and the exercise will take place in May of 2025.

A survey will be sent to area hospitals and partners to garner participation interest.

*Staff shared with meeting attendees that after the RFQ process, All Clear Emergency Management Group was selected to provide virtual tabletop exercises for this fiscal year. This is the same vendor the Coalition has used previously, and members report how beneficial their delivery. Exercises are to start in late January, and there will be three exercise scenarios offered twice through the end of the fiscal year.

OPEN DISCUSSION

- Hospitals –Mr. Dave Chapman shared the next FCDC meeting is tomorrow, Thursday, November 21 at 10am. Shared Joint Commission has been in the area the past few weeks and expects to be surveyed soon.
- Public Health –
Ms. Freda Vaughn (RERA) shared that the Bureau of Preparedness and Response continue to work on merging the regional roles, as the DOH boundaries have adjusted to the DEM boundaries.

Mr. Ronnie Nessler from Nassau County shared that DEP will be taking over environmental services from the local health departments.

Mr. Sonny Rodgers from Clay County shared they are working with the consortiums to bring training once a quarter for the next three years. Developing and implementing a responder deployment full-scale exercise to prepare 10-15 personnel on mobilization and de-mobilization

during an emergency. Shared the regional special needs trainer will be providing staff training soon to get ahead of next hurricane season. Mr. Rodgers shared DOH will be hosting their state IPPW in January, and that DOH Clay had their special project approved to purchase special needs sheltering equipment.

Chair Devin added how helpful DOH Clay was during hurricane season in working in coordination with Baker County and Baptist Health.

Ms. Katie Jones from Duval County shared they will be hosting MGT-319 in January.

Ms. Jaffy Lee from Flagler County shared they have moved office spaces and have hired a new RN who will be involved in the EM program and SpNS training.

- EMS – Mr. Kevin Kotsis shared the major focus of the state is on pre-natal and natal care. Shared Pulsara continues to be pushed, and many agencies across the state have adopted it. St. Johns County Fire Rescue plans to implement it by December but are the only agency in the region doing so. Shared how three area hospitals will be equipped to work with Pulsara in light of SJCFR adopting it. Additionally, the matching grant rules are changing, and state licensing is delayed. Lastly, there is a large push for each hospital to have a pediatric champion.
- Emergency Management – Mr. Tim Devin with Clay County Emergency Management shared there is nothing major to report, and they are still in the recovery process from hurricane season.
- Home Health – Nothing to report.
- Long-Term Care – Nothing to report.

ADJOURN

The meeting was adjourned at 2:30 PM.

NEXT MEETING

Alliance Board Meeting

Wednesday, December 18, 2024 at 1:00 PM

Virtual Only



Executive Board Meeting Attendance
November 20, 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)	
Freda	Vaughn	FDOH	Public Health Agencies (Core HCC Member)	
Dave	Chapman	Ascension St. Vincent's Southside	Acute Care Hospitals (Core HCC Member)	
Jaffy	Lee	Florida Dept of Health - Flagler County	Public Health Agencies (Core HCC Member)	
Nathan	Carpenter	Brooks Rehabilitation Hospital	Acute Care Hospitals (Core HCC Member)	
Sonny	Rodgers	DOH-Clay	Public Health Agencies (Core HCC Member)	
Kassie	Knoll	DOH-Baker	Public Health Agencies (Core HCC Member)	
Don	Weatherby	DOH-Clay	Public Health Agencies (Core HCC Member)	
Bob	Pickering	Flagler County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Katherine	Jones	DOH-Duval	Public Health Agencies (Core HCC Member)	
Jonathan	Lord	Flagler County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Mary	Boutte	DOH-St. Johns	Public Health Agencies (Core HCC Member)	
Darian	Pearson	Brooks Rehabilitation Hospital	Acute Care Hospitals (Core HCC Member)	
Philip	Hernandez	DOH-St. Johns	Public Health Agencies (Core HCC Member)	
Ronnie	Nessler	DOH-Nassau	Public Health Agencies (Core HCC Member)	
Andrew	Chubb	St. Johns County EM	Emergency Management Organizations (Core HCC Member)	
Gavin	Butler	St. Johns County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Kristy	Huckeby	Ed Fraser Memorial Hospital	Acute Care Hospitals (Core HCC Member)	
Ryan	King	UF Health St. Johns	Acute Care Hospitals (Core HCC Member)	
Kaitlyn	Paul	Century Ambulance Service	EMS (Including inter-facility and other non-EMS patient transport systems); (Core HCC Member)	

Hunter	Montgomery	Orange Park Medical Center	Acute Care Hospitals (Core HCC Member)	
Jerry Lynn	Daniels	Senior Living at The Greens	Skilled nursing, nursing, and long-term care facilities	
Christopher	Tytler	Baptist Beaches	Acute Care Hospitals (Core HCC Member)	
Joshua	Saunders	FDEM	Emergency Management Organizations (Core HCC Member)	
Kayla	Futch	Clay County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Steve	Viola	AdventHealth Palm Coast Parkway	Acute Care Hospitals (Core HCC Member)	
Janet	Dickinson	ElderSource	Other	Aging and Disability Resource Center



FLORIDA HEALTH CARE COALITIONS

Comprehensive Emergency Management Plan (CEMP) Development Workshops

WITH BOLDPLANNING



[Monday, December 2nd](#) from **1pm - 4pm**

[Tuesday, December 17th](#) from **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 at no cost to you by the
Florida Health Care Coalitions!*

CDP Virtual Training Opportunities

Florida Healthcare Coalition

September 2024-February 2025

- 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

Healthcare Facility Patient Evacuation Planning and Preparedness (HCV12)

The Healthcare Facility Patient Evacuation Planning and Preparedness virtual healthcare topic imparts knowledge and lessons learned in the planning and execution of evacuating a healthcare facility in preparation for, during, or after a disaster or emergency to class participants. Students review essential components of an evacuation plan from conducting a hazard vulnerability assessment through recovery and repatriation of the facility with real world examples. Students leave the course with the knowledge to evaluate and revise their facility’s evacuation plan.

Date	Time	Class Name	Link
September 17, 2024	10:00 AM-12:00 PM EST	24NV-1045 HCV12	Click Here to Apply

Hospital Incident Command System (HCV7)

Introduction to the National Incident Management System and the National Response Framework. Explores the Hospital Incident Command System as a methodology for effectively applying the incident command system in a healthcare environment. The Hospital Incident Command System is discussed as it pertains to improving emergency management planning, response, and recovery capabilities for both planned and unplanned health and medical emergencies.

Date	Time	Promo Code	Link
October 10, 2024	1:00 PM-3:00 PM EST	25NV-0232 HCV7	Click Here to Apply

Healthcare Facility Emergency Management Program (HCV6)

Addresses the nine steps for the effective creation of a comprehensive healthcare facility emergency management program. Discusses considerations and procedures for designating an emergency program manager, establishing an emergency management committee, developing an all-hazards emergency operations plan, conducting, and maintaining a hazard vulnerability analysis, developing incident specific guidance or planning guides, coordinating with external entities, preparing individuals and teams through training, exercising the emergency operations plan, and conducting program review and evaluation and planning for improvement.

Date	Time	Promo Code	Link
November 5, 2024	1:00 PM-4:00 PM EST	25NV-0233 HCV6	Click Here to Apply

“Training the Best for the Worst”

Autism Awareness for Emergency Services (OLS-V19)

Discussing the behavioral complications of autistic adults and children. Identifying some of the subtle signs typically associated with autistic individuals, hazards associated with autistic individuals in a stressful emergency, calming techniques, dangers autistic individuals may put themselves, the public and responders into, recommendations for police and fire departments to better understand autism and the autistic individuals in their communities.

Date	Time	Promo Code	Link
December 5, 2024	10:00 AM-11:00 AM EST	25NV-0234 OLS-V19	Click Here to Apply

Patient Management: Receiving a Highly Infectious Disease Patient (HIDV3)

A discussion of infectious disease patient management processes for effectively receiving patients who are self-presenting, transported by EMS, or transferred from a community health provider.

Date	Time	Promo Code	Link
January 14, 2025	10:00 AM-11:45 AM EST	25NV-0235 HIDV3	Click Here to Apply

Patient Management: Management of a Highly Infectious Disease Patient in a Healthcare Facility (HIDV4)

A discussion of the critical processes, procedures, and considerations for safely managing a highly infectious disease patient in a healthcare facility.

Date	Time	Promo Code	Link
February 6, 2025	1:00 PM-4:00 PM EST	25NV-0236 HIDV4	Click Here to Apply