



**Wednesday, September 27, 2023 @ 1:30**

**VIRTUAL ONLY**

<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/4cfQ/8c8c3c2d>

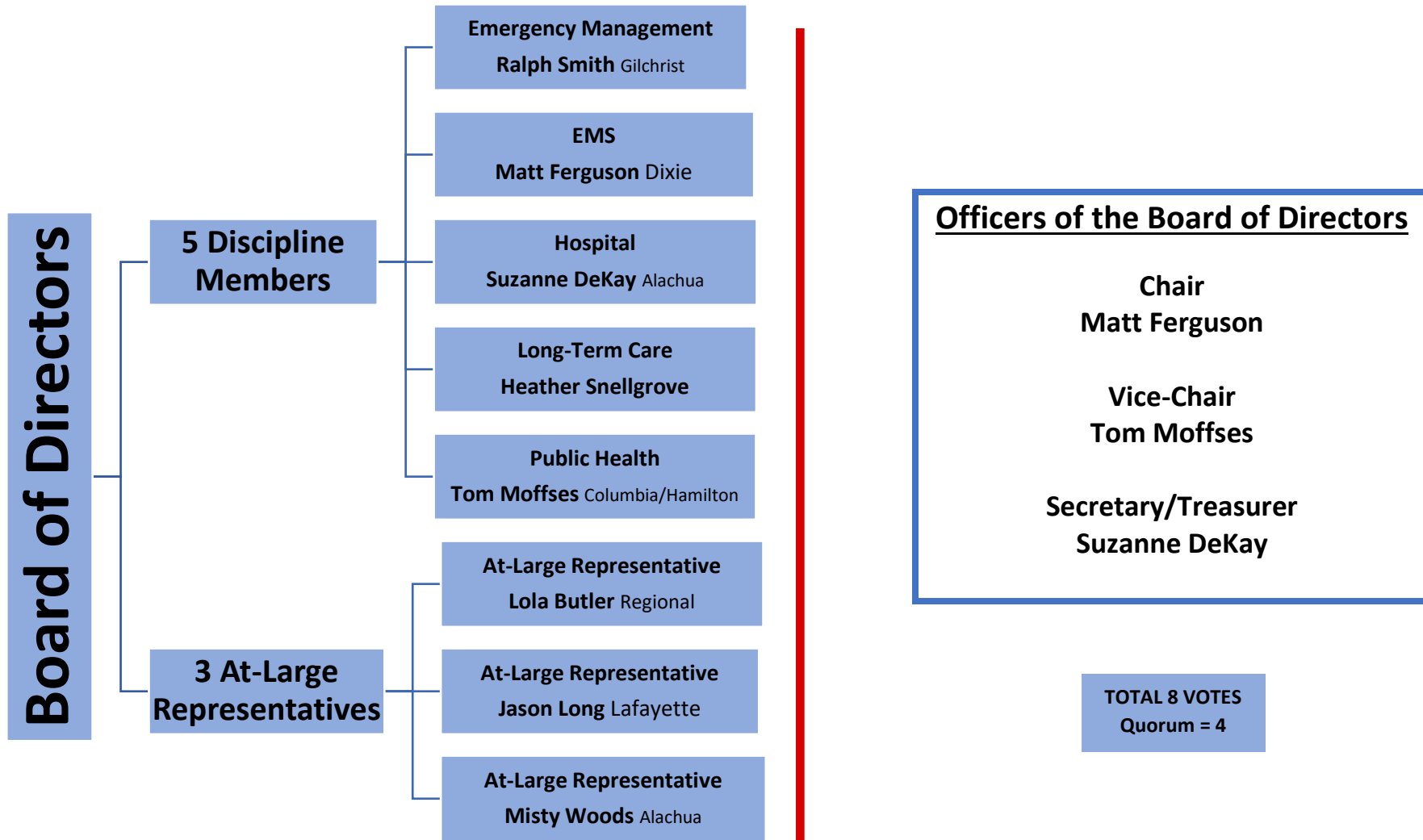
- I. Call to Order**
  - Validation of voting members present [accept proxy voters, if present]
  - Welcome & Introductions
  - \*Approval of minutes from August 2023
- II. Financial**
  - \*Finance Report – August 2023
- III. Management and Administration**
  - Project Funding Update
- IV. Business**
  - \*New Member Requests
- V. Training & Exercise**
  - Upcoming Virtual Tabletop Exercises
  - CDP Virtual Training Opportunities
  - BOLDPlanning
- VI. Board Member/Discipline Reports & Open Discussion**
- VII. Adjourn**

**October Meeting is CANCELED**

**We will resume the monthly meeting in November/December, per the Board's discretion.**



**Board of Directors 2022-2024**



**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 General Membership Meeting

August 23, 2023

### MEETING MINUTES

The North Central Florida HealthCare Coalition held its monthly meeting in person on August 23, 2023, at 1:30 at UF Health Gainesville Professional Park, E107 Conference Room, 3300 SW Williston Road, Gainesville, FL 32608.

Documents provided to the NCFHCC Members via email:

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

### CALL TO ORDER

The meeting was called to order by the Chair, Matt Ferguson with the validation of a quorum, with the following Board members present:

EMS: Matt Ferguson

Hospitals: Suzanne DeKay

At-Large Representative: Jason Long

At-Large Representative: Misty Woods

At-Large Representative: Lola Butler

Others in Attendance: See attendance report attached.

Absent:

Emergency Management: Ralph Smith

Public Health: Tom Moffses

Long-Term Care: Heather Snellgrove

### Welcome & Introductions

Chair, Matthew Ferguson welcomed everyone to the meeting.

### Approval of Minutes

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

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

### FINANCIAL

#### Finance Report

Ms. Suzanne DeKay presented the finance report for July 2023.

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

#### **MANAGEMENT AND ADMINISTRATION**

- **Project Funding Update** Staff reported that the HCC Alliance Board met on August 17<sup>th</sup> to review and prioritize the submitted projects that were deemed allowable per FDOH. All agencies that submitted a project application were notified of the decision(s) made by the Alliance Board. Six projects were funded through HPP funding totaling to \$197,463.03, and 3 projects were funded through the Florida Hospital Association (FHA) Infectious Disease funding totaling to \$133,280.00. Staff reports only one of the projects was not approved by the Alliance Board, and they heeded the guidance of FDOH who allowed the project but did not recommend funding approval as the equipment was seen as daily use, and not disaster related.

#### **BUSINESS**

##### **New Members**

Six (6) new member requests were presented for membership.

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

##### **Pediatric Restraint Distribution**

HCC staff provided an overview of the pediatric restraint project made possible through the HVA gap funding the HCC received for FY22-23. Staff reports all county/municipal EMS agencies were surveyed on their need for pediatric restraints (PediMate+, Neo Mate, KangooFix). Staff used the survey results to purchase pediatric restraints for the requesting agencies. All the restraints have been received by the HCC, and the HCC is working on distributing the equipment. Most agencies have received the restraints.

#### **TRAINING AND EXERCISE**

##### **Chemical Catastrophe: A Virtual Train Derailment Exercise**

Staff shared the upcoming virtual tabletop exercise series offerings for the membership. This series will have two delivery offerings with the same scenario. This series scenario is shelter-in-place/chemical incident. Attending this exercise can allow members to meet their CMS 'Exercise of Choice' requirement.

Offering 1: September 14, 2023, 9 AM to 12:30 PM

Offering 2: September 21, 2023, 1 PM to 4:30 PM

Attached to the minutes is the marketing flyer with links to register.

##### **CDP Virtual Training Opportunities**

Arranged through the state of Florida HCC group, there are multiple virtual training opportunities offered through the Center for Domestic Preparedness (CDP). Staff reports a full list of the training opportunities with links to register is on the Florida HCC website under 'Training,' the link is provided below.

<https://www.floridahcc.org/training/>

### **MEMBER REPORTS AND OPEN DISCUSSION**

Hospitals – Ms. Suzanne DeKay, from UF Health Gainesville, reports there is nothing major to report for their hospital. Ms. DeKay followed up on the Pediatric Surge TTX and the progress on the After-Action Report.

Mr. Ebbin Spellman, from UF Health Gainesville, reported on Florida Week at the CDP in Anniston, AL, and it will be held in April of 2024. UF Health Gainesville is hoping to send one or two higher leadership personnel to attend the week-long training. Mr. Spellman reported they are working with the VA hospital to plan and implement a tabletop exercise. The exercise scenario will include an influx of patients who had been exposed to chemicals. From this TTX, they hope to collaborate with other area hospitals to conduct a full-scale exercise with this scenario. The TTX is planned for some time this fall, prior to the holidays.

Emergency Management – Mr. Jason Long from Lafayette County EM reports they are storm ready.

Mr. Glen Hammers from FDEM reports he is the new Region 3 Coordinator, and he comes from Region 6. Reports the next Region 3 quarterly meeting will be sometime in September in Gilchrist County, and he will be sending out the meeting invites soon.

Public Health –

Ms. Casey Ditter from DOH Lafayette/Suwannee states there is nothing to report from the area.

Mr. Garrison Vandegrift from DOH Dixie/Gilchrist/Levy states there is nothing to report from the area.

Mr. Rel Perea from DOH Region 2 confirmed the dates of Florida Week at the CDP will be from April 14-20<sup>th</sup> of 2024, and that registration does not open until October.

EMS – Ms. Misty Woods from Alachua County Fire Rescue states the first stroke truck in Florida is housed at the UF Health Professional Park (the meeting location). Reports UF Health is working on acquiring two more stroke trucks to have in the state. Reports the stroke truck has already made a difference, and the team is working on public outreach and education regarding strokes. Alachua County Fire Rescue is working with the neighboring counties to develop a plan on how the different dispatch offices can coordinate and have the stroke truck respond/meet other county EMS personnel with a stroke alert patient.

Long-Term Care – Nothing to report.

At-Large Representatives – Mr. Kevin Towles from the Center for Independent Living reports they are moving forward with planning for the Emergency Preparedness Expos for individuals with disabilities, as these are funding through HCC training dollars. The Alachua County expo will be on March 14<sup>th</sup> and the Marion County expo will also be sometime in March. They are also working on grant funding to help get booster vaccinations for those with disabilities for COVID-19.

Ms. Lola Butler from FDOT reports she is continuing to engage with partners across the region in preparation for storm season. Reports there is an emphasis on mitigation funding and hazardous materials. Reports they continue to engage in training, especially with how much change/turnover there has been in the emergency management community.

**Presentation – CDBG Health and Medical Lifeline Project: Healthcare Facility Infrastructure Protection and Resilience Planning Survey – Northeast Florida Regional Council**

Planners from the Northeast Florida Regional Council presented to the membership the CDBG Health and Medical Lifeline Project, and the work the team has been conducting thus far. The presentation included the results from the Healthcare Facility Infrastructure Protection and Resilience Planning Survey. The presentation included a robust discussion between meeting participants and CDBG team members and provided feedback to the team on what to add to their work to make it more robust and suitable to facilities in the region. Attached to the meeting minutes is the presentation. Please contact Monica Dominguez if you have any questions. [mdominguez@nefrc.org](mailto:mdominguez@nefrc.org)

**CLOSING REMARKS AND ADJOURN**

The Chair announced the next meeting will be a **virtual only** meeting on September 27, 2023, at 1:30. <https://nefrc-org.zoom.us/j/89168661472> Or Call 1-786 635 1003 Meeting ID: 891 6866 1472  
HCC staff asked the Board members/membership how they would like to combine the November and December meetings, as the normal meeting dates conflict with the holidays. HCC staff will survey the Board members to identify the best combined meeting date.

With no additional business, the meeting was adjourned.



## Attendance Recorded in ReadyOp: General Membership Meeting – August 23, 2023

First Name	Last Name	Facility Name	Facility Type
Suzanne	DeKay	UF Health Gainesville	Acute Care Hospitals (Core HCC Member)
Garrison	Vandegrift	FDOH – Levy/Gilchrist/Dixie	Public Health Agencies (Core HCC Member)
Lola	Butler	FDOT – District 2	Emergency Management Organizations (Core HCC Member)
Matthew	Ferguson	Dixie County Fire Rescue	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Ebbin	Spellman	UF Health Gainesville	Acute Care Hospitals (Core HCC Member)
Casey	Ditter	FDOH – Lafayette and Suwannee	Public Health Agencies (Core HCC Member)
Glen	Hammers	FDEM	Emergency Management Organizations (Core HCC Member)
Jason	Long	Lafayette County Emergency Management	Emergency Management Organizations (Core HCC Member)
Sandra	McGehee	North Central Florida Hospice, Inc.	Other
Chris	Westmoreland	FDOH – Putnam	Public Health Agencies (Core HCC Member)
Rel	Perea	FDOH – Region 2	Public Health Agencies (Core HCC Member)
Misty	Woods	Alachua County Fire Rescue	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Kevin	Towles	Center for Independent Living	Non-governmental organizations (e.g., American Red Cross, voluntary organizations active in disasters, amateur radio operators, etc.)
Melissa	Sumrall	Dixie County Emergency Services	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Paige	DeBold	Northeast Florida Regional Council	Other
Eric	Anderson	Northeast Florida Regional Council	Other



# Chemical Catastrophe: A Virtual Train Derailment Exercise

Sponsored by the Region 3 Healthcare Coalition Alliance

**Offering 1: September 14, 2023**  
9:00 AM - 12:30 PM  
[Click Here to Register](#)

**Offering 2: September 21, 2023**  
1:00 PM - 4:30 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, train derailment scenario that 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. Prior to the exercise, a member from the LEPC will present on the chemical selected for the scenario.

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](mailto:ElainaH@AllClearEMG.com)**





# Upcoming Training & Exercise Opportunities

## Chemical Catastrophe: A Virtual Train Derailment Exercise

Scan Below for More Information & To Register



## CDP Virtual Training Opportunities

There are several upcoming virtual training opportunities organized through the Center for Domestic Preparedness (CDP) for Florida HCC members. Scan the code below to see the various training offerings through December 2023.



Healthcare Coalition  
Financial Report  
As of August 2023

Healthcare Coalition FY 23/24-Personnel						
	Budget	August 2023	Project To Date	% of Budget Spent	Funds Available	
<b>Revenues</b>						
State Contract	\$ 289,613.00	\$ 23,046.17	\$ 42,697.33	15%	\$ 246,915.67	
Revenues	\$ 289,613.00	\$ 23,046.17	\$ 42,697.33	15%	\$ 246,915.67	
<b>Expenses</b>						
Salaries	\$ 161,979.00	\$ 13,037.25	\$ 23,021.23	14%	\$ 138,957.77	
Fringe Benefits	\$ 56,693.00	\$ 4,907.66	\$ 8,834.17	16%	\$ 47,858.83	
Indirect	\$ 70,941.00	\$ 5,101.26	\$ 10,841.93	15%	\$ 60,099.07	
Expenses	\$ 289,613.00	\$ 23,046.17	\$ 42,697.33	15%	\$ 246,915.67	

Healthcare Coalition FY 23/24-Travel						
	Budget	August 2023	Project To Date	% of Budget Spent	Funds Available	
<b>Revenues</b>						
State Contract	\$ 48,742.00	\$ 350.51	\$ 645.45	1%	\$ 48,096.55	
Revenues	\$ 48,742.00	\$ 350.51	\$ 645.45	1%	\$ 48,096.55	
<b>Expenses</b>						
Travel	\$ 38,162.00	\$ 350.51	\$ 645.45	2%	\$ 37,516.55	
Registration Fees	\$ 10,380.00	\$ -	\$ -	0%	\$ 10,380.00	
Vehicle Rental	\$ 200.00	\$ -	\$ -	0%	\$ 200.00	
Expenses	\$ 48,742.00	\$ 350.51	\$ 645.45	1%	\$ 48,096.55	

Healthcare Coalition FY 23/24-Equipment						
	Budget	August 2023	Project To Date	% of Budget Spent	Funds Available	
<b>Revenues</b>						
State Contract	\$ 183,885.00	\$ -	\$ -	0%	\$ 183,885.00	
Revenues	\$ 183,885.00	\$ -	\$ -	0%	\$ 183,885.00	
<b>Expenses</b>						
HCC Projects	\$ 183,885.00	\$ -	\$ -	0%	\$ 183,885.00	
Expenses	\$ 183,885.00	\$ -	\$ -	0%	\$ 183,885.00	

Healthcare Coalition FY 23/24-Supplies						
	Budget	August 2023	Project To Date	% of Budget Spent	Funds Available	
<b>Revenues</b>						
State Contract	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	
Revenues	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	
<b>Expenses</b>						
Postage	\$ 150.00	\$ -	\$ -	0%	\$ 150.00	
Office Supplies	\$ 600.00	\$ -	\$ -	0%	\$ 600.00	
Expenses	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	

Healthcare Coalition FY 23/24-Contractual						
	Budget	August 2023	Project To Date	% of Budget Spent	Funds Available	
<b>Revenues</b>						
State Contract	\$ 189,085.00	\$ -	\$ -	0%	\$ 189,085.00	
Revenues	\$ 189,085.00	\$ -	\$ -	0%	\$ 189,085.00	
<b>Expenses</b>						
Computer Software	\$ 30,860.00	\$ -	\$ -	0%	\$ 30,860.00	
Professional Services	\$ 158,225.00	\$ -	\$ -	0%	\$ 158,225.00	
Expenses	\$ 189,085.00	\$ -	\$ -	0%	\$ 189,085.00	

Healthcare Coalition FY 23/24-Other						
	Budget	August 2023	Project To Date	% of Budget Spent	Funds Available	
<b>Revenues</b>						
State Contract	\$ 36,637.00	\$ 2,132.38	\$ 4,901.08	13%	\$ 31,735.92	
Revenues	\$ 36,637.00	\$ 2,132.38	\$ 4,901.08	13%	\$ 31,735.92	
<b>Expenses</b>						
Telephone	\$ 2,500.00	\$ 61.56	\$ 180.18	7%	\$ 2,319.82	
Membership Dues	\$ 450.00	\$ -	\$ -	0%	\$ 450.00	
Printing	\$ 2,000.00	\$ 6.44	\$ 22.30	1%	\$ 1,977.70	
Technology Services	\$ 10,000.00	\$ 577.84	\$ 1,725.52	17%	\$ 8,274.48	
D/O Insurance	\$ 600.00	\$ -	\$ -	0%	\$ 600.00	
Office Lease	\$ 21,087.00	\$ 1,486.54	\$ 2,973.08	14%	\$ 18,113.92	
Expenses	\$ 36,637.00	\$ 2,132.38	\$ 4,901.08	13%	\$ 31,735.92	

## New Members Alliance September 2023

Name (First)	Name (Last)	Title/Job Duty	Type of Organization	Name of Facility/Organization	City	County- Select all that apply
Troy	Sendler	Logistics Coordinator	Public Health Agencies (Core HCC Member)	FDOH – Duval	Jacksonville	Duval
Netasha	King	Owner	Home Health Agencies (Including home and community based services)	Helping Hands Nurses, LLC	Jacksonville	Clay, Duval, St. Johns
Glen	Hammers	Region 3 Coordinator	Emergency Management Organizations (Core HCC Member)	FDEM	Tallahassee	Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Suwannee, Union
Tiffany	Varnadoe	CEO	Acute Care Hospitals (Core HCC Member)	Baker County Medical Services	Macclenny	Baker
Craig	Tompkins	Facilities	Skilled nursing, nursing, and long-term care facilities	River Garden Senior Services	Jacksonville	Duval
Bret	Martin	Administrator	Skilled nursing, nursing, and long-term care facilities	Aspire at San Jose	Jacksonville	Duval

Healthcare Coalition Alliance

Region 3

[www.FLRegion3HCC.org](http://www.FLRegion3HCC.org)