



# North Central Florida Health Care Coalition, Inc.

MEETING SUMMARY JANUARY 9, 2015

FACE-TO FACE MEETING

<b>MEETING CALLED BY</b>	Coordinator, after consent of members. This meeting was originally scheduled for February 9, 2015. However, the contractor for the Coalition's November exercise needed to have an After-Action Report/Improvement Plan Meeting (AAR/IP) to close out their contract with the Florida Department of Health. Additionally, a vote was needed on the NCFHCC's contract with state.
<b>TYPE OF MEETING</b>	Regular Quarterly
<b>FACILITATOR</b>	Coalition Chair Harold Theus and Teressa Newsome from Emergency Response Educators and Consultants (EREC)
<b>NOTE TAKER</b>	Robert Linnens and Amanda Watkins
<b>ATTENDEES</b>  CHD=COUNTY HEALTH DEPARTMENT EM=EMERGENCY MANAGEMENT EMS=EMERGENCY MEDICAL SERVICES	<p>Board Member/Designee Attended: Dave Donnelly-Alachua County EM, Harold Theus-Alachua County EMS, Paul Myers- Alachua CHD Administrator, Alton Scott-Lafayette CHD Designee, Robert Linnens-Coordinator, Ed Baltzley-Suwannee CHD Designee, David Pollard-Putnam CHD Designee, Annette Starling-Shands Starke Regional Medical Center (Bradford), John Sheppard-Shands Starke Regional Medical Center (Bradford), Mark Milton-UF Health Shands Hospital (Alachua County), Mark Humphries-Malcom Randall VAMC (Alachua), David Hartzell-Lake Butler Hospital (Union), Susan Chun- Malcom Randall VAMC (Alachua), Fred Eichler-Dixie, Gilchrist, and Levy CHD Designee.</p> <p>Guests - Patricia Frank-Region Special-Needs-Shelter Coordinator, Debbie Kelley-FLDOH Bureau of Preparedness and Readiness (BPR), Hunter Berryhill-Exercise Coordinator FLDOH BPR, James Podlucky-Florida Department of Emergency Management, Sarah Cox-Exercise Coordinator FLDOH BPR, Teressa Newsome and Amanda Watkins from EREC.</p>

## Agenda topics

**1010 WELCOME GROUP DISCUSSION**

<b>DISCUSSION</b>	<b>Welcome and start of meeting.</b>
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**1010-1014 OLD BUSINESS GROUP DISCUSSION**

<b>DISCUSSION</b>	<b>1010 – 1014 Approve Minutes from October 27, 2014 meeting</b>
	<u>Discussion and Vote</u> – Minutes were reviewed. A voice vote was taken.
<b>CONCLUSIONS</b>	The minutes were approved.

**1014 – 1145 NEW BUSINESS GROUP DISCUSSION**

<b>DISCUSSION</b>	<b>1014-1024 Coalition Contract</b>
	Discussion The Coalition contract was sent via email for the members to look over before the meeting and was discussed further at the meeting. The requirement to obtain liability insurance in order to sign the contract was discussed. Chief Theus asked if we should vote on the contract now or wait until attendance was higher. It was pointed out we have business to attend to before the fiscal year was over and we did have a quorum. Dave Donnelly motioned to have a vote on the contract now and Mark Humphries provided the second.
<b>CONCLUSION</b>	Motion passed to hold a vote.

<b>DISCUSSION</b>	<b>1024-1026 Coalition Contract</b>
	<u>Discussion and Vote</u> – With little discussion, there was a motion and second from Dave Donnelly and Mark Humphries to approve and sign the contract with the Florida Department of Health.

<b>CONCLUSION</b>	Motion was approved, Chief Theus will sign the contract
<b>DISCUSSION</b>	<b>1026-1030 Next Meeting</b>
	Discussion – Next meeting place and time was discussed.
<b>CONCLUSION</b>	The meeting was agreed upon to be April 13, 2015 at 9:00am (0900) in the Florida Department of Health in Alachua County Auditorium.
<b>DISCUSSION</b>	<b>1030 – 1145 AAR/IP Meeting</b>
	Discussion – The rest of this meeting was the After-Action Report/Improvement Plan Meeting. Teresa Newsome from EREC facilitated this part of the meeting.
<b>CONCLUSION</b>	The results from this part of the meeting is contained in the Florida Department of Health & North Central Florida Health Care Coalition “Smoke on the Water” Full Scale Exercise After-Action Report/Improvement Plan.

The meeting adjourned at 1145.

Robert Linnens  
North Central Florida Health Care Coalition Coordinator