



NCFHCC GENERAL MEMBERSHIP MEETING

July 22, 2020

MEETING MINUTES

The Board of Directors of the North Central Florida HealthCare Coalition meeting was held virtually on July 22, 2020 at 1:30 via Zoom Join Zoom Meeting <https://nefrc-org.zoom.us/j/89168661472>

Documents provided to the NCFHCC Board via email:

Agenda; Validation of Board Members; Minutes from 6/24/2020; Financial Reports May; New Member Requests; New Board of Directors; 2020-21 Workplan; 2020-21 Project Funding Application; COVID-19 After Action Handout; and CDBG Mitigation Grant Documents.

CALL TO ORDER

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

Hospitals: Suzanne DeKay

Emergency Management: Ralph Smith

EMS: Dave Torsell

Long-Term Care: Logan Andrews

Public Health: Tom Moffses

At-Large Representatives: Jason Long, Jim Lyons and Jeff Taylor

Others in Attendance: See Zoom report attached.

Introductions

The Chair called for introductions.

Approval of Minutes

The minutes from June 2020 were provided to Board members via electronic mail.

The Chair moved approval of the June meeting minutes. Motion carried unanimously.

FINANCIAL

Finance Report

Mr. Lyons presented the finance report for June stating all expenditures were normal and customary. All funding was expended and the overage was covered by the NEFRC. We will expect to receive our new budget allocation in the near future.

The Chair moved approval of the Finance Reports. Motion carried unanimously.

Expenditure Requests- None at this time

Management and Administration

Staff reported:

- Supplies for the PPE packages have been received and are pending packaging and shipment to the requesting LTC facilities.
- The Healthcare Coalition Alliance (18 counties) has partners with the Jacksonville University STAR Center to develop and produce COVID-19 training videos for Long-Term Care (LTC) facilities. The 3-part video series will be posted on the Coalition website by the end of June. Additionally, the Coalition has purchase PPE (gloves and surgical masks) that will be repackages and sent to LTC member facilities. It will also be posted on the Alliance website <https://www.flregion3hcc.org/long-term-care-training/>

BUSINESS

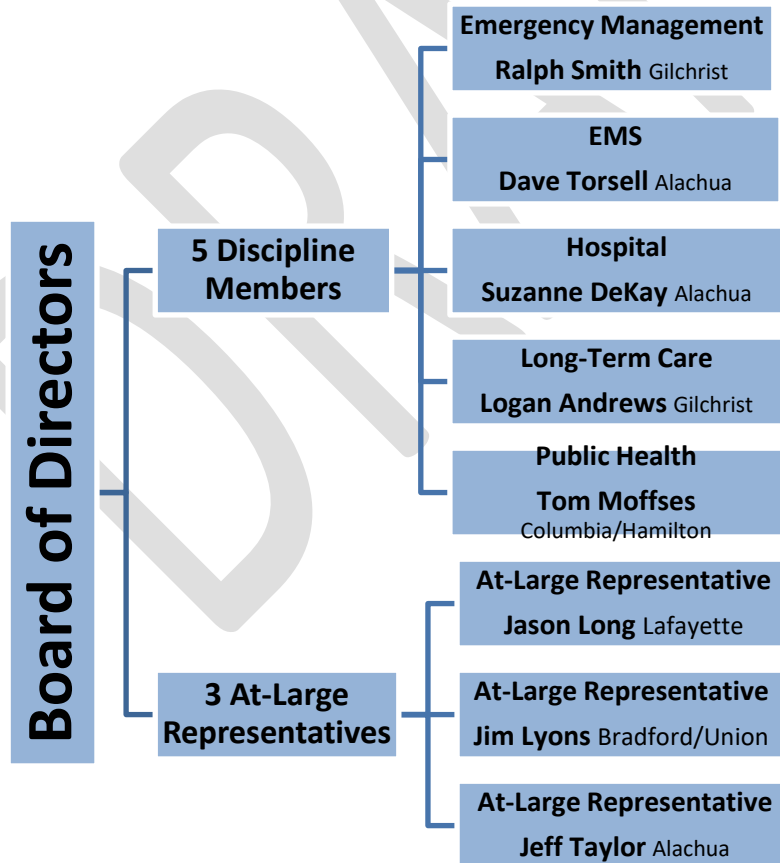
Approval of New Member Requests

There were seven (7) new membership requests this month.

The Chair moved approval of the new members. Motion carried unanimously.

New Board of Directors

- Ms. Wilsey announced the new Board of Directors for the 2020-2022 term.



Ms. DeKay thanked Ebbin Spellman, Mary Garcia and Mitch Harrell for their hard work and dedication to the Coalition serving as Board members from 2018-2020.

Board Officer Positions

The new Board members were asked to consider nominatins for the Officer positions; Chair, Vice-Chair and Secretary/Treasurer. Staff will send an email to the board members requesting nominees. Officers will be elected and installed during the August meeting.

2020-21 Annual Workplan

Staff continues to work on quarterly contract deliverables; membership lists, communications drills, etc. 2020-21 requirements include updates to current plans; Preparedness Plan, Operational Plan, Outreach Plan and Evacuation & Transportation Alternative Plan, update the HCC Strategic Plans. Additaionlly, staff will plan and conduct the Coalition Surge Test exercise, develop a COVID-19 After Action Report, develop an Infectious Disease Response Plan based on the Best Practices developed in 2019-20, continue working on the Supply Chain Strategy (due June 2022), continue to fund projects to meet HPP capabilities, and assist the State with Regional an State Pediatric and Burn Trauma Surge capabilities.

2020-21 Project Funding Application Process

The Project Funding Application has been updated for FY 2020-2021. The application has been posted to <https://www.ncfhcc.org/coalition-projects/> and will be distributed to membership via ReadyOp notification. Applications are due by August 28th for consideration. Staff will prepare a total funding recommendation for FY 2020-2021 to be presented at the August 19th Executive Board meeting. Staff is awaiting clarification on annual funding from the Florida Department of Health (contract manager).

COVID-19 After-Action Report/Improvement Plan for the Coalition

The Coalition will begin the process of developing a COVID-19 after-action report and improvement plan (AAR-IP). Staff will collect data via survey and through consultation with discipline representative on the executive board. Collection activities will take place in July and August. Staff is targeting the September General Membership Meeting for review of the draft document.

CDBG Mitigation Planning Grant Application

“North Florida Resiliency Plan for the Health and Medical Lifeline”

The Northeast Florida Regional Council is applying to the CBDG-MIT Planning Grant funding opportunity (<http://floridajobs.org/rebuildflorida/mitgation>). The project team for this proposal, “North Florida Resiliency Plan for the Health and Medical Lifeline” represents a collaborative approach across multiple programs of NEFRC such as the Region 3- Healthcare Coalition Alliance, Emergency Preparedness, Resiliency and Community Planning, Economic Development, and Geographic Information Systems (GIS). A total of \$700,000, over 3 years, is being requested to fulfill the proposal tasks as outlined below.

Project Purpose: The purpose of this project proposal is to develop a “North Florida Resiliency Plan for the Health and Medical Lifeline” for the 18 counties in the Region 3 – Healthcare Coalition Alliance, which is a program administered by the Northeast Florida Regional Council.

Area of Benefit: The Region 3 – Healthcare Coalition Alliance is comprised of three (3) healthcare coalitions in north Florida.

Description of Proposed Activity: The North Florida Resiliency Plan for the Health and Medical Lifeline would be developed using existing Plans of the Region-3 Healthcare Coalition Alliance and through guidance provided in the Department of Health and Human Services’ (HHS) Sustainable and Climate Resilient Health Care Facilities Toolkit.

(<https://toolkit.climate.gov/topics/human-health/building-climate-resilience-health-sector>)

The HHS Sustainable and Climate Resilient Health Care Facilities Toolkit was developed through a public-private partnership with the health care industry. By focusing specifically on improving health care infrastructure resilience, this framework aims to help a broad range of health care facilities and organizations improve their ability to function in the face of climate change and extreme weather events such as tropical cyclones, flooding, and severe storms.

The proposed project has a 3-year timeframe comprised of five (5) Elements. They are:

Year 1:

- Element 1: Climate Risks and Community Vulnerabilities Assessment
- Element 2: Healthcare Infrastructure Map Series & Analysis of Climate Exposure

Year 2:

- Element 3: Assessment of Healthcare Infrastructure Protection and Resilience (Climate Sensitivity), Healthcare Facility Outreach, and Mitigation Strategies
- Element 4: Assessment of Essential Clinical Care Service Delivery, Healthcare Facility Outreach, and Mitigation Strategies

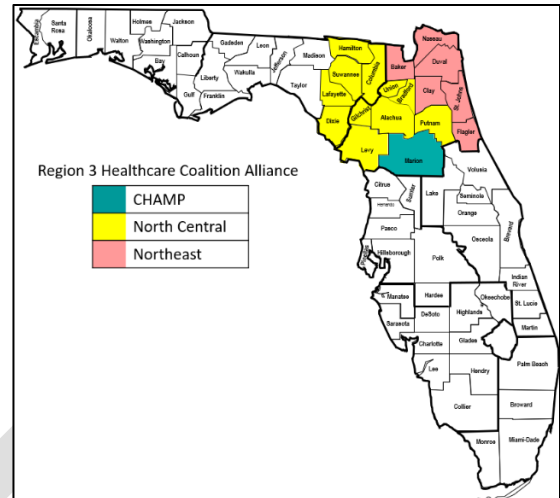
Year 3:

- Element 5: Complete the North Florida Resiliency Plan for the Health and Medical Lifeline with Community Feedback

How the project will enhance community resilience: The North Florida Resiliency Plan for the Health and Medical Lifeline will significantly enhance the healthcare sector’s ability to adapt and recover from impacts associated to flooding, storm surge, and sea level rise. While the primary focus is to reduce disruptions to the health and medical lifeline due to major impacts from extreme weather events (gray skies), this Resiliency Plan will provide supporting data, analysis, and mitigation strategies that will be useful during normal operations (blue skies). By focusing specifically on improving health care infrastructure resilience and essential clinical care service delivery, this Resiliency Plan aims to assist organizations in reducing future vulnerabilities and losses and improve the functioning of a broad range of health care facilities across the 18-county region.

The North Florida Resiliency Plan for the Health and Medical Lifeline will enhance community resilience in the following ways:

- Use existing regional healthcare sector plans and builds upon the baseline data, analysis, and recommendations already adopted across the region



- Provide the healthcare sector with specific data, analysis, and mapping for new climate risks such as extreme flooding events, storm surge, and sea level rise.
- Provide 18-county healthcare sector data and analysis on:
 - Healthcare Infrastructure Protection and Resiliency
 - Essential Clinical Care Service Delivery
- Public Outreach and Planning – Planning Workshops will be held across the region on the results of the newly collected data and analysis. Planning sessions will be conducted to assist individual healthcare facilities and support agencies with implementing strategies to improve infrastructure protection and clinical care service delivery during blue or grey skies.
- Project provides direct support to hospitals and other healthcare facilities on patient surge planning and validates those activities through facility specific and regional patient surge and patient movement exercises.
- Increased medical transportation resource availability due to development of a planning tool that highlights secondary and tertiary medical transportation providers.
- Final Resiliency Plan will use the results of the climate vulnerability analysis and mapping, as well as information gathered during the infrastructure protection and essential clinical care service delivery assessments and workshops to develop mitigation strategies to address both areas.
- Upon completion of the Resiliency Plan, the Region 3 – Healthcare Coalition Alliance will begin to seek public and private funding to address recommended mitigation strategies.

Community Involvement in the Project: The healthcare coalitions that make up the Region 3 – Healthcare Coalition Alliance are robust and professional organizations. Each healthcare coalition has bylaws that govern their actions and an executive board made up of discipline representatives appointed by their professional affiliations in the hospital, public health, EMS, emergency management, long-term care, and home health sectors. The organizational bylaws and executive board structure of each healthcare coalition provides a framework for oversight and guidance of this project.

In addition to the executive board members and elected officers of the healthcare coalitions, current membership in the Region 3 – Healthcare Coalition Alliance exceed 700+ members and 470 healthcare facilities.

The healthcare coalitions conduct quarterly general membership meetings to highlight programming, training and exercise opportunities, project funding opportunities, and to coordinate on healthcare centric priorities. It is the intent to have this Resiliency Plan project as a standing agenda item for the quarterly general membership meetings. Transparency with the healthcare sector membership will allow for regular comment and feedback opportunities as we move through the project timeline.

Upcoming Events

All Coalition Training and Exercise activities are cancelled or postponed due to COVID-19.

MEMBER REPORTS

Board Member Reports

None at this time

CLOSING REMARKS AND ADJOURN

The Chair announced the next Board meeting will be held on August 26 at 1:30 via Zoom. The same link will be used for all meetings. With no additional business, the meeting was adjourned at 2:12 pm.

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

DRAFT

Name (Original Name)	User Email	Join Time	Leave Time	Duration (Minutes)
Eric Anderson	eanderson@nefrc.org	7/22/2020 13:20	7/22/2020 14:38	78
Leigh Wilsey	lwilsey@nefrc.org	7/22/2020 13:21	7/22/2020 14:38	78
Ebbin		7/22/2020 13:21	7/22/2020 14:21	60
LongJE		7/22/2020 13:22	7/22/2020 14:22	60
13527333072		7/22/2020 13:22	7/22/2020 14:21	59
LyonsJX		7/22/2020 13:24	7/22/2020 14:21	58
Jeff Taylor		7/22/2020 13:25	7/22/2020 14:21	56
Suzanne DeKay	dekays@shands.ufl.edu	7/22/2020 13:27	7/22/2020 14:21	55
Kate Haigh (Garrison)		7/22/2020 13:27	7/22/2020 14:14	47
K. Towles		7/22/2020 13:28	7/22/2020 14:21	53
Logan Andrews		7/22/2020 13:29	7/22/2020 14:05	36
Mike Vernacchio		7/22/2020 13:29	7/22/2020 14:12	43
13523393944		7/22/2020 13:30	7/22/2020 14:21	52
13527451498		7/22/2020 13:30	7/22/2020 14:21	52
dtorsell		7/22/2020 13:34	7/22/2020 14:21	48
Rob Linnens		7/22/2020 13:41	7/22/2020 13:58	18
mharrell		7/22/2020 13:48	7/22/2020 14:01	13
Rob		7/22/2020 13:59	7/22/2020 14:22	23
mharrell		7/22/2020 14:06	7/22/2020 14:22	16