



Wednesday, June 23, 2021 @ 1:30 - Virtual Meeting due to COVID-19

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

NCFHCC GENERAL MEMBERSHIP MEETING AGENDA

*Requires approval of Board

- I. Call to Order
 - Validation of voting members present [accept proxy voters, if present]
 - Welcome & Introductions
 - *Approval of minutes from May 2021
- II. Financial
 - *Finance Report – May 2021
 - Expenditure Requests- None
 - Management and Administration
 - Final Year-End Deliverables
 - Troubling Trajectory Tabletop Summary
 - Project Funding Close-out and Next Steps
 - 2021-22 Meeting Schedule
 - Planning virtual and in-person training opportunities
- III. Business
 - *New Member Requests
 - *Annual Approval of Plan Updates
 - Draft documents for review <https://www.flregion3hcc.org/draft-plans/>
- IV. Program

Gianna Van Winkle, Director of Emergency Preparedness
Florida Association of Community Health Centers
- V. Presentation-2021 Atlantic Hurricane Season & Evacuation Zone Changes
- VI. Member Reports & Open Discussion
- VII. Adjourn

Next Meeting: Board Meeting, Wednesday, July 28, 1:30 p.m.

In-person: Alachua EOC, 1100 SE 27th Street, Gainesville, FL 32641 OR

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NCFHCC GENERAL MEMBERSHIP MEETING

June 23, 2021

MEETING MINUTES

The General Membership meeting of the North Central Florida HealthCare Coalition was held virtually on June 23, 2021 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 May 2021; May Financial Report; New Member Requests; Tabletop Exercise Summary Report; 2021-2022 Schedule of Meetings; Final plan updates for approval; 2021 Atlantic Hurricane Season handout.

CALL TO ORDER

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

Hospitals: Suzanne DeKay

At-Large Representative: Jason Long

At-Large Representative: Jim Lyons

Emergency Management: Ralph Smith

Public Health: Tom Moffses

Others in Attendance: See Zoom report attached.

Absent:

At-Large Representative: Jeff Taylor

Long-Term Care: Logan Andrews

EMS: Vacant

Introductions

The Chair, Jim Lyons, called for introductions. Staff reported that a quorum was reached.

Approval of Minutes

The minutes from May 2021 were provided to Board members via electronic mail.

The Chair called for a motion to approve the May meeting minutes. Ms. DeKay moved and Mr. Smith seconded. Motion carried.

FINANCIAL

Finance Report

Staff presented the finance report for May. All current expenditures are normal and customary. Since this report, many invoices have been paid. These changes will be reflected in the June finance report. All project recipient have submitted th required paperwork for reimbursement.

The Chair called for a motion to approve the May Finance Reports. Mr. Long moved and Mr. Smith seconded. Motion carried.

Expenditure Requests- None at this time

Management and Administration

- **Final Year-End Deliverables:** HCC staff are diligently working towards the end of the State fiscal year, which ends on June 30. Several items will be brought to the voting members for their review and approval later in this meeting.
- **Troubling Trajectory:** There were 134 participants in the tabletops. A final AAR and certificate will be emailed to all participants. The overall recommendations learned from the evaluations were to: hold more of these types of exercises and hold more COOP planning workshops and training.
- **Project Close-Out:** The Coalition is in the process of reimbursing projects awards. It has been a slow process this year but all NCFHCC recipients have submitted their final paperwork. Projects must be closed out by June 30.

Changes are coming to the project funding process in FY 2021-2021. The Project Funding notification will be sent out to membership in early-July. FDOH will need to approve all projects to be funded before an MOA will be offered. All funded projects will be expected to implement their projects and file for reimbursement no later than January 31, 2022. This will allow for the reallocation of unspent project dollars worthy projects before the end of the contract year.

- **In-person meetings begin in July:** This will include a hybrid option, via Zoom.
- **2021-2022 Meeting Schedule:** Staff shared the meeting calendar for the upcoming year. The next meeting, July 22 will be held at the Alachua EOC.

<u>Quarter 1</u>	<u>Date</u>	<u>Meeting Type</u>	<u>Location</u>
	July 28, 2021 @ 1:30	Board of Directors	Alachua EOC
	August 25, 2021 @ 1:30	Board of Directors	TBD
	September 22, 2021 @ 1:30	General Membership	Haven Hospice

<u>Quarter 2</u>	<u>Date</u>	<u>Meeting Type</u>	<u>Location</u>
	October 27, 2021 @ 1:30	Board of Directors	Haven Hospice
	December 8, 2021 @ 1:30	General Membership	TBD

<u>Quarter 3</u>	<u>Date</u>	<u>Meeting Type</u>
	January 26, 2022 @ 1:30	Board of Directors
	February 23, 2022 @ 1:30	Board of Directors
	March 24, 2022 @ 1:30	General Membership

<u>Quarter 4</u>	<u>Date</u>	<u>Meeting Type</u>
	April 27, 2022 @ 1:30	Board of Directors
	May 25, 2021 @ 1:30	Board of Directors
	June 22, 2022 @ 1:30	General Membership

Spring meeting dates may change due to state conferences and other conflicts.

BUSINESS

Approval of New Member Requests

There were two new member requests for this month.

The Chair called for a motion to approve the new members. Mr. Smith moved and Ms. DeKay seconded. Motion carried.

Annual Plan Updates

HCC Staff provided copies of the plans that were developed or updated this year. These plans were provided to Board members for review. They were also posted on the Alliance website for all members to review and comment. Following the presentation of plans, staff requested to Board approve the plans as presented. The plans include:

- 2021 Alliance HVA
- 2021 Alliance Operational Plan
- 2021 Alliance Preparedness Plan
- 2021 Alliance Risk Assessment
- 2021 Alliance COOP Plan
- 2021 Alliance Outreach Plan
- Infectious Disease Surge Plan
- Infectious Disease IPP Training Plan
- Infectious Disease Training Needs Assessments Recommendations
- Alliance Supply Chain Mitigation Strategy & Appendices

The Chair called for a motion to approve all of the plans as presented. Ms. DeKay moved and Mr. Smith seconded. Motion carried.

PRESENTATIONS

Gianna Van Winkle, Director of Emergency Preparedness for the Florida Association of Community Health Centers provided a presentation to the members. The presentation explained the role of the Federal Qualified Health Centers in each of the communities.

Eric Anderson, NEFRC, provided a presentation about the 2021 hurricane season. He reported that the State has updated flood and surge data to is working with each county's emergency management to determine the need to evacuation zone changes. Local emergency management makes the decision on evacuation zones for their individual county.

CLOSING REMARKS AND ADJOURN

The Chair announced the next Board meeting will be on June 23, 2021 at 1:30 at the Alachua EOC. This will be a hybrid meeting so members may attend via soom using the same link. With no additional business, the meeting was adjourned at 2:23 pm. Join Zoom

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Meeting ID

Topic

Duration (N Participants

North Central Healthcare Coalition Board

89168661472 Meeting

68

17

Name (Original Name)	User Email	Guest
Leigh Wilsey	lwilsey@nefrc.org	No
Jason Long		Yes
Rel Perea		Yes
kate haigh		Yes
kate haigh		Yes
RalphSmith		Yes
RalphSmith		Yes
LyonsJX		Yes
LyonsJX		Yes
Eric Anderson# NEFRC	eanderson@nefrc.org	No
Sandi Courson		Yes
gianna		Yes
gianna		Yes
K. Towles		Yes
K. Towles		Yes
Suzanne DeKay	dekays@shands.ufl.edu	Yes
Suzanne DeKay	dekays@shands.ufl.edu	Yes
Jeremy Gifford		Yes
Jeremy Gifford		Yes
Tom Moffss		Yes
ButlerLJ		Yes
ButlerLJ		Yes
Kenyarda Feathers	kenyardatfeathers@gmail.com	Yes
Kenyarda Feathers	kenyardatfeathers@gmail.com	Yes
ButlerLJ		Yes
ButlerLJ		Yes
ButlerLJ		Yes
Lola Butler		Yes
Lola Butler		Yes
Tonya Hobby		Yes
Tonya Hobby		Yes