



## **NCFHCC BOARD OF DIRECTORS MEETING**

May 25, 2022

### **MEETING MINUTES**

The North Central Florida HealthCare Coalition held its monthly meeting in a hybrid format (in-person and virtual) on May 25, 2022, at 1:30 at Haven Hospice and via Zoom <https://nefrc-org.zoom.us/j/89168661472>

Documents provided to the NCFHCC Members via email:

Agenda; Validation of Board Members; Minutes from April 2022; Financial Report for April 2022; New Member Requests; Burn Surge Annex Draft; Crisis Standards of Care Guidance Plan Draft; Plans for Annual Update; Mass Fatality Plan Draft.

### **CALL TO ORDER**

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

Hospitals: Suzanne DeKay  
At-Large Representative: Jim Lyons  
Emergency Management: Ralph Smith  
Long-Term Care: Logan Andrews  
Public Health: Tom Moffses

Others in Attendance: See Zoom report attached.

Absent:

At-Large Representative: Jason Long  
At-Large Representative: Jeff Taylor  
EMS: Matt Ferguson

### **Welcome**

The Chair welcomed members.

### **Approval of Minutes**

The minutes from April 2022 were provided to Board members via electronic mail and May Meeting Packet.

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

### **FINANCIAL**

## Finance Report

Leigh Wilsey presented the finance report for April 2022.

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

## Expenditure Requests - None

## Management and Administration

- **2021-2022 Project Funding Update & Closeout:** All projects have been completed for this fiscal year. Staff reported attending an HCC meeting on May 17, 2022, in Tampa, FL, and stated there was discussion on the planning for the new contract for 2022-2024.

## BUSINESS

### New Members

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

*The Chair called for a motion of approval of the members. Mr. Smith moved approval; Mr. Moffses seconded; Motion carried.*

### Elections for At-Large Board Member nominations (Ballots released)

Staff reported nominations have been received. Emergency Management is to remain Ralph Smith; Hospitals is to remain Suzanne DeKay; Public Health is to remain Tom Moffses. Staff reported a Long-Term Care nomination, but the contact information provided was not valid, they are working to contact the individual. Ballots have been emailed out and are due by Friday, June 3<sup>rd</sup>. The ballot includes voting for the EMS discipline and the At-Large Representatives.

### 2022-2023 Project Funding Applications Received

Staff reported applications were due and received by noon on May 16th. Staff will submit the projects to FDOH for approval. As in previous years, there will be a prioritization committee that will score the projects. The Board will approve this priority list and then wait until the final FDOH budget and contract. Staff reported receiving a total of 18 projects, from 15 different organizations. The cumulative total amount of all the projects is about \$320,000.

### \*Final Plan Approvals

Staff report they received valuable feedback and comments on both the Crisis Standards of Care Guidance Plan and the Burn Surge Annex. Staff integrated all the appropriate changes to the documents and thanked the members who took the time to provide a thorough review.

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

### Plan Updates, Review, and Comment

Attached to the meeting packet are the plans that require annual updating: Preparedness Plan, Infectious Disease Plan, and Supply Chain Mitigation. Staff asked for review and comment to be returned by June 3<sup>rd</sup>.

### Mass Fatality Surge Plan Review & C

Mass Fatality Plan was drafted by staff to serve as a resource guide and is attached to the meeting packet. Staff asked for review and comment for the Mass Fatality Plan to be returned by June 3<sup>rd</sup>.

## **TRAINING AND EXERCISE**

### Hospital Incident Command/Nursing Home Incident Command Training

Staff report there was a good turnout for the four training courses provided last week and this week, in various locations to benefit the Alliance. Planning has begun for the next fiscal year's training opportunities.

### MRSE Exercise – June 23 (partnering with FCDC)

Partnering with First Coast Disaster Council (FCDC) in Jacksonville, the exercise is scheduled for June 23. The exercise asks for a surge of 20% of the staffed beds in the Region. Staff asked hospital members to look out for a survey that will be sent to them. This survey will ask for the hospital's current staffed capacity for bed types. Staff will use this data to build out the scenario for the exercise.

## **MEMBER REPORTS AND OPEN DISCUSSION**

Hospitals – UF Health Gainesville reported COVID cases have been light at their hospital. Report they are currently working on their internal response plan for a scenario of highly infectious disease, following their participation in the FIDTN. Report they are also reviewing their internal active shooter response plan.

Emergency Management – State they are preparing for hurricane season to commence.

Public Health – Mr. Moffses reported earlier this week they had a productive meeting with the State with all Region 2 Planners. Report a good dialogue in general and planning for the upcoming hurricane season.

EMS – Nothing to report.

Home Health – Report working with patients and their families in preparation for hurricane season and signing patients up for the special needs registry. Report an uptick in COVID cases among their staff members, therefore they are increasing precautions within the facilities and encouraging staff to take precautions outside of work.

Long-Term Care – Nothing to report.

Center for Independent Living – Report their most recent Alachua County Expo went well, with almost 50 attendees and 14 vendors. Mr. Towles also stated that they will come to individual counties and provide education on how to work with people with disabilities.

Supply Chain Issues – Ms. DeKay reported that their hospital (UF Health Gainesville) has seen shortages in saline, contrast, etc., reported they are able to find the supplies from other vendors and make substitutions. Report they also have a lab onsite that can compound. Mr. Ralph Smith reported they have been unable to acquire the ambulances that they ordered last year; they were told not to expect the ambulances until August 2023.

At-Home COVID Tests – Free at-home testing has been provided by the Federal government. Please use the link to order tests, if needed: [COVID.gov - Find COVID-19 guidance for your community](https://www.covid.gov/Find-COVID-19-guidance-for-your-community)

**CLOSING REMARKS AND ADJOURN**

The Chair announced the next meeting will be a Board of Directors Meeting on June 22, 2022, at 1:30 at Haven Hospice.

The meeting will be hybrid with both in-person and Zoom options.

With no additional business, the meeting was adjourned at 2:14 pm.

## **FDLE Training Offerings**

### **Monday 5/9: Explosive Precursor Chemical (EPC) Awareness**

- 8 am at the Florida Public Safety Institute (75 College Drive Havana, FL)
- Registration Link:  
<https://www.eventbrite.com/e/explosive-precursor-chemical-epc-awareness-training-tickets-328206112317>

### **Monday 8/1 to Tuesday 8/2: MGT341 – Disaster Preparedness for Healthcare Organizations**

- 8 am at the Robert and Stevens Medical Center (1515 Old Bainbridge Rd Tallahassee, FL)
- Registration Link:  
<https://my.teex.org/TeexPortal/Default.aspx?MO=mCourseCatalog&D=EU&C=MGT341&S=477>

### **Monday 8/8 to Thursday 8/11: Standardized Awareness Training and Operational-Level Response to HazMat/WMD Incidents**

- 8 am at FDLE Headquarters (2331 Phillips Rd Tallahassee, FL)
- Registration Link:  
[Tallahassee WMD Ops Course August 9-11, 2022](#)

Note: All of these trainings are free to attend, the MGT341 and HazMat courses are through TEEEX so attendees will need a FEMA SID number to register.

#### **Questions, please contact:**

Tommy Capobianco, Planner IV NFRDSTF

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## Attendance Recorded in ReadyOp: Board of Directors Meeting – May 25, 2022

First Name	Last Name	Facility Name	Facility Type
Sandi	Courson	FDOH	Public Health Agencies (Core HCC Member)
Caleb	Hardee	DOH – Levy & Gilchrist	Public Health Agencies (Core HCC Member)
Kevin	Towles	Center for Independent Living of North Central Florida	Non-governmental organizations (e.g. American Red Cross, voluntary organizations active in disaster, amateur radio operators, etc.)
Rel	Perea	DOH – Suwannee	Public Health Agencies (Core HCC Member)
Lola	Butler	Dixie CHD	Public Health Agencies (Core HCC Member)
Casey	Ditter	DOH – Lafayette	Public Health Agencies (Core HCC Member)
Thomas	Moffses	DOH – Columbia	Public Health Agencies (Core HCC Member)
Christopher	Westmoreland	DOH – Putnam	Public Health Agencies (Core HCC Member)
Mark	Brisbane	Center for Independent Living	Non-governmental organizations (e.g., American Red Cross, voluntary organizations active in disasters, amateur radio operators, etc.)
Jim	Lyons	FDOH – Bradford/Union	Public Health Agencies (Core HCC Member)
Billie	Dodd	Community Hospice	Home Health Agencies (including home and community based services)
Marcie	Carter	Aza Health	Primary care providers, including pediatric and women's health care providers
Suzanne	DeKay	UF Health Shands	Acute Care Hospitals (Core HCC Member)
Ralph	Smith	Gilchrist County Fire Rescue	Emergency Management Organizations (Core HCC Member)
Alison	Stevens	Dixie County Fire Rescue	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Robert	Linnens	DOH – Alachua	Public Health Agencies (Core HCC Member)

Natalie	McKellips	DOH – Gilchrist	Public Health Agencies (Core HCC Member)
Logan	Andrews	Tri-County Nursing & Rehabilitation	Skilled nursing, nursing, and long-term care facilities

DRAFT



### WHAT IS FAAST?

The Florida Alliance for Assistive Services and Technology (FAAST) is a program that provides consumers with a wide array of devices designed to improve their quality of life and make communication and daily tasks easily achievable.



### FAAST MISSION

Improve the quality of life for all Floridians with disabilities by increasing access to assistive technology through empowerment and collaboration.



### WE PROVIDE:

- Assistive technology devices including: visual aids, hearing aids, automatic pill dispensers, and more!
- Device loans and financial loan programs
- Device demonstrations, education, and technical support



### CIL CONTACTS

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LEARN MORE AT:  
[WWW.FAAST.ORG](http://WWW.FAAST.ORG)

