



Wednesday, March 22, 2023 @ 1:30

VIRTUAL ONLY

Virtual: <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/4cf4/04c1f8a3>

- I. Call to Order**
 - Validation of voting members present [accept proxy voters, if present]
 - Welcome & Introductions
 - *Approval of minutes from February 2023
- II. Financial**
 - *Finance Report – February 2023
 - Expenditure Requests- None
- III. Management and Administration**
 - EMAG 2023
 - Project Funding Update
 - Bold Planning - Presentation
- IV. Business**
 - *New Member Requests
 - Alliance Radiation Annex
 - 2023 Alliance Operational Plan
 - HVA Gaps Project
- V. Training & Exercise**
 - Virtual TTX Offerings
 - Statewide Radiation Surge Tabletop Exercise
 - PER-320 Course
- VI. Board Member/Discipline Reports & Open Discussion**
- VII. Adjourn**

Next Meeting:

General Membership Meeting, April 26, 2023

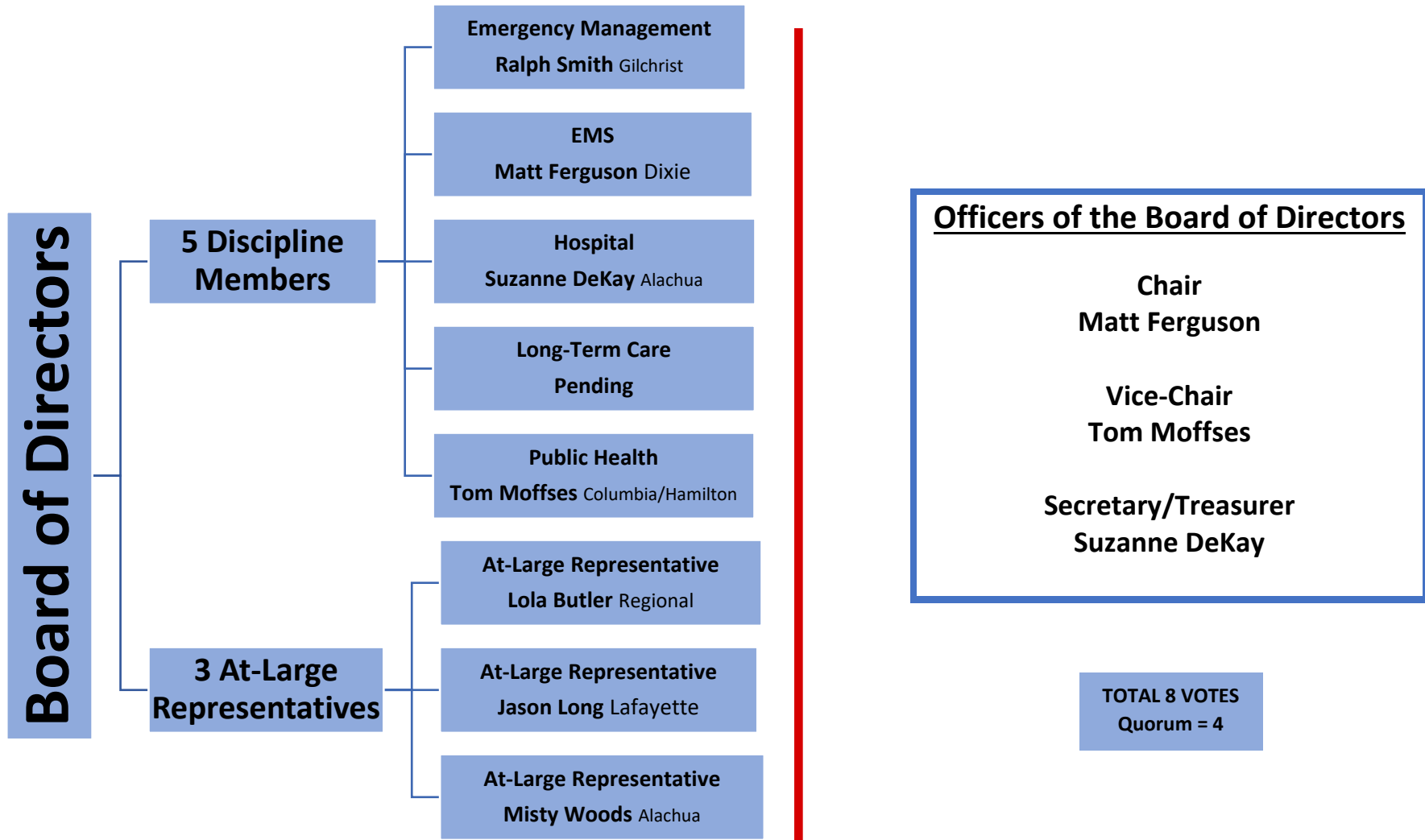
This will be a hybrid meeting.

In-person @ Haven Hospice, 4200 NW 90th Blvd, Gainesville OR

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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 BOARD OF DIRECTORS MEETING

February 22, 2023

MEETING MINUTES

The North Central Florida HealthCare Coalition held its monthly meeting virtually on February 22, 2023, at 1:30 via Zoom <https://nefrc-org.zoom.us/j/89168661472>

Documents provided to the NCFHCC Members via email:

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

CALL TO ORDER

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

Hospitals: Suzanne DeKay

EMS: Matt Ferguson

Emergency Management: Ralph Smith

At-Large Representative: Lola Butler

Public Health: Tom Moffses

Others in Attendance: See Zoom report attached.

Absent:

At-Large Representative: Jason Long

At-Large Representative: Misty Woods

Long-Term Care: N/A

Welcome & Introductions

Board Chair, Matt Ferguson welcomed everyone to the virtual meeting.

Approval of Minutes

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

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

FINANCIAL

Finance Report

Ms. DeKay presented the finance report for January 2023.

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

Expenditure Requests - None

Management and Administration

- **EMAG 2023** 18 individuals expressed interest and approval by their agency/organization to go to EMAG 2023. Last week, HCC staff were able to complete all conference registration and hotel reservations for the 18 individuals. Staff will send emails out to those individuals as the conference approaches.
- **Project Funding Update** Staff reports as reflected in the January 2023 finance report, one project was reimbursed in January. There are 3 projects awaiting reimbursement, and 6 projects are still in the process of procuring equipment but are on track to be complete before the end of the fiscal year.
- **HCC RFQ 2022-2023** Staff report the HCC has results from the three RFQs they published for COOP workshops, pediatric tabletop exercises, and virtual tabletop exercise series.
 - **COOP** Contracting with a company that has a software program that will allow facilities to input their COOP plans/build out COOP plans. Staff are in the beginning stages of the contract but hope to have workshops this fiscal year to get membership engagement with this platform.
 - **Pediatric Tabletop Exercises** Contracting with a vendor to implement a pediatric surge event tabletop exercise. All members are invited to participate but the exercise will be primarily focused on the pre-hospital and hospital sector.
 - **Virtual Tabletop Exercises** Contracting with a vendor to develop and implement four virtual tabletop exercise scenarios. Each scenario will have two virtual offerings, making it a total of 8 virtual tabletop exercise offerings over this fiscal year and next fiscal year.

BUSINESS

New Members

Four (4) new member requests were presented for membership.

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

HCC Preparedness Plan

Staff report they have made updates to the HCC Preparedness Plan, which is a living document that updates with major events (i.e., disasters, exercises, etc.). The draft of the updated plan is on the Alliance website and will be distributed to the Alliance membership through email. Staff encourage members to review and provide any feedback. The plan will require signatory approval from the core

disciplines of the HCC (EMS, Acute Care Hospitals, EM, Public Health).

**2023 HCC Preparedness Plan approved by the Board through general consensus.*

TRAINING AND EXERCISE

PER-320 Course

Staff report they have finalized with TEEX the dates and registration links for this course delivery. It is a full-day, in-person training. Individuals who attend this will train on PPE, with donning and doffing and other considerations during a biological event. The course flyer with more information and registration links will be attached to the meeting minutes and is on the Alliance website.

MEMBER REPORTS AND OPEN DISCUSSION

Hospitals – Supply chain and staffing continue to be a challenge, but no more than normal. They are seeing a surge in adult RSV and other respiratory illnesses. Apparently, NIH is starting a study on the national increase in respiratory illnesses.

Emergency Management – Nothing to report.

Public Health – County Health Departments are in the process of completing Community Health Assessments. When you receive the community survey for your county, please forward it to your community. DOH needs as much input from the community as possible.

EMS – Continues to have staffing issues and supply chain issues. Dixie has been able to get one new ambulance chassis, but it will take time to actually take possession. New fire trucks have a 3-year build time.

Long-Term Care – Nothing to report.

At-Large Representatives – Columbia County EOC is holding a course- MGY-346 EOC Operations and Planning on March 7. Share with those that may respond to an EOC during an emergency. The Coalition will send the training details.

The Center for Independent Living is holding an expo in Gainesville on April 14th, there are 5 spots available for vendors.

CLOSING REMARKS AND ADJOURN

The Chair announced the next meeting will be a Board of Directors Meeting on March 22, 2023, at 1:30 via Zoom.

The meeting will be virtual only.

With no additional business, the meeting was adjourned.



Attendance Recorded in ReadyOp: Board of Directors Meeting – February 22, 2023

First Name	Last Name	Facility Name	Facility Type
Suzanne	DeKay	UF Health Gainesville	Acute Care Hospitals (Core HCC Member)
Casey	Ditter	FDOH – Lafayette	Public Health Agencies (Core HCC Member)
Jim	Lyons	FDOH – Bradford/Union	Public Health Agencies (Core HCC Member)
Matt	Ferguson	Dixie County EMS	EMS (Including inter-facility and other non-EMS patient transport systems; (Core HCC Member) systems)
Lola	Butler	FDOT – District 2	Emergency Management Organizations (Core HCC Member)
Ralph	Smith	Gilchrist County Fire Rescue	Emergency Management Organizations (Core HCC Member)
Sabrina	Wynn	FDOH	Public Health Agencies (Core HCC Member)
Chris	Westmoreland	DOH – Putnam	Public Health Agencies (Core HCC Member)
Tom	Moffses	DOH – Columbia/Hamilton	Public Health Agencies (Core HCC Member)
Caleb	Hardee	DOH – Levy/Gilchrist/Dixie	Public Health Agencies (Core HCC Member)
Kevin	Towles	Center for Independent Living	Non-governmental organizations (e.g. American Red Cross, voluntary organizations active in disaster, amateur radio operators, etc.)



Personal Protective Measures for Biological Events

PER-320

Personal Protective Measures for Biological Events (PPMB) is a one-day course focusing on the challenges faced by first responders and clinical health care professionals in pre-hospital and hospital environments as they deal with personal protective equipment (PPE) needs and potential contamination issues while dealing with highly infectious diseases. The course provides students with an overview of PPE, and includes experiential learning activities on donning and doffing PPE and technical decontamination. Additionally, students review the different types of decontamination.

This is the same training course, offered in 3 different locations across the region

June 12, 2023, 9 AM to 4 PM (Lake City)

Lake Shore Hospital Authority, 259 NE Franklin Street, Suite 102, Lake City, FL 32055

[Register Here](#)

June 14, 2023, 9 AM to 4 PM (Jacksonville)

Ascension St. Vincent's Southside, 4201 Belfort Road, Jacksonville, FL 32216

[Register Here](#)

June 16, 2023, 9 AM to 4 PM (Gainesville)

Haven Hospice, 4200 NW 90th Boulevard, Gainesville, FL 32606

[Register Here](#)

Suggested Participants

- Emergency Medical Services
- Law Enforcement
- Public Health
- Public Works
- Healthcare Personnel

CE Credits

- IACET - .08 CEUs
- 8.0 CEUs for Nurses

Prerequisites

- FEMA/SID Number

*Please see the attached guide on instructions to obtain your FEMA/SID Number

Questions? Please contact:
asieger@NEFRC.org



FEMA SID Guide

FEMA Student Identification (SID)

What is a FEMA SID?

FEMA Student Identification (SID) number is a unique number generated and assigned to anyone who needs or is required to take training provided by a FEMA organization. Your FEMA SID uniquely identifies you throughout the FEMA organization and all of its agencies. The goal is for your FEMA SID to serve as your personal identification number instead of your Social Security Number (SSN) in support of FEMA's effort to decrease/cease the use of SSN for identifying and tracking individuals.

Why do I need a FEMA SID?

A FEMA SID is required to register for and participate in any training provided by FEMA. All FEMA training providers' registration systems and enrollment procedures require a valid FEMA SID. The FEMA SID will serve as your unique identifier and be used to maintain the record of FEMA training you attended.


Do you have a FEMA Student Identification (SID) Number?

To register, go to the [FEMA Student Identification System](#)

Select "Register for a FEMA SID" in the middle of the screen. Follow the instructions and provide the necessary information to create your account. If you are a user with a Personal Identity Verification (PIV) card, enter your FEMA SID and select your certificate and enter your pin.

Forgot your FEMA SID?

If you already have a FEMA SID but forgot it, go to the [FEMA Student Identification System](#) and select the option: "Forgot Your FEMA SID." You will be asked to provide certain information. Your FEMA SID will be emailed to you along with a separate message that will ask you to reset your password.



**Healthcare Coalition
Financial Report
As of February 2023**

Capability 1 - Foundation for Health Care and Medical Readiness						
	Budget	February 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 327,457.00	\$ 37,978.45	\$ 141,715.54	43%	\$ 185,741.46	
Revenues	\$ 327,457.00	\$ 37,978.45	\$ 141,715.54	43%	\$ 185,741.46	
Expenses						
Salaries/Fringe	\$ 68,553.00	\$ 3,777.23	\$ 43,860.58	64%	\$ 24,692.42	
Office Supplies	\$ 392.00	\$ -	\$ 58.94	15%	\$ 333.06	
Membership Dues	\$ 450.00	\$ 61.25	\$ 61.25	14%	\$ 388.75	
Printing	\$ 2,000.00	\$ 870.14	\$ 1,588.70	79%	\$ 411.30	
Meeting Expenses	\$ 1,250.00	\$ -	\$ -	0%	\$ 1,250.00	
D/O Insurance	\$ 600.00	\$ -	\$ 600.00	100%	\$ -	
Office Lease	\$ 21,087.00	\$ 1,486.54	\$ 11,682.44	55%	\$ 9,404.56	
Computer Hardware	\$ 1,800.00	\$ -	\$ -	0%	\$ 1,800.00	
Travel	\$ 41,679.00	\$ 21,562.02	\$ 32,905.20	79%	\$ 8,773.80	
Indirect	\$ 22,137.00	\$ 1,769.27	\$ 16,506.43	75%	\$ 5,630.57	
Professional Services	\$ 110,733.00	\$ 8,452.00	\$ 34,452.00	31%	\$ 76,281.00	
Projects	\$ 56,776.00	\$ -	\$ -	0%	\$ 56,776.00	
Expenses	\$ 327,457.00	\$ 37,978.45	\$ 141,715.54	43%	\$ 185,741.46	

Capability 2 - Health Care and Medical Response Coordination						
	Budget	February 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 113,732.00	\$ 6,814.93	\$ 60,047.08	53%	\$ 53,684.92	
Revenues	\$ 113,732.00	\$ 6,814.93	\$ 60,047.08	53%	\$ 53,684.92	
Expenses						
Salaries/Fringe	\$ 53,428.00	\$ 4,258.66	\$ 28,472.91	53%	\$ 24,955.09	
Telephone	\$ 2,500.00	\$ 118.22	\$ 906.86	36%	\$ 1,593.14	
Office Supplies	\$ 392.00	\$ -	\$ 33.21	8%	\$ 358.79	
Printing	\$ -	\$ -	\$ 3.45	0%	\$ (3.45)	
Technology Services	\$ 10,000.00	\$ 577.84	\$ 4,991.64	50%	\$ 5,008.36	
Computer Software	\$ 8,000.00	\$ -	\$ 8,000.00	100%	\$ -	
Computer Hardware	\$ 1,800.00	\$ -	\$ -	0%	\$ 1,800.00	
Travel	\$ -	\$ -	\$ 876.88	0%	\$ (876.88)	
Indirect	\$ 19,612.00	\$ 1,813.73	\$ 10,715.65	55%	\$ 8,896.35	
Professional Services	\$ 18,000.00	\$ 46.48	\$ 6,046.48	34%	\$ 11,953.52	
Expenses	\$ 113,732.00	\$ 6,814.93	\$ 60,047.08	53%	\$ 53,684.92	

Capability 3 - Continuity of Health Care Service Delivery						
	Budget	February 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 99,326.00	\$ 2,171.90	\$ 43,913.39	44%	\$ 55,412.61	
Revenues	\$ 99,326.00	\$ 2,171.90	\$ 43,913.39	44%	\$ 55,412.61	
Expenses						
Salaries/Fringe	\$ 33,172.00	\$ 1,475.03	\$ 17,940.60	54%	\$ 15,231.40	
Office Supplies	\$ 391.00	\$ -	\$ -	0%	\$ 391.00	
Meeting Expenses	\$ 1,250.00	\$ -	\$ -	0%	\$ 1,250.00	
Computer Hardware	\$ 1,800.00	\$ -	\$ -	0%	\$ 1,800.00	
Indirect	\$ 11,699.00	\$ 696.87	\$ 6,751.71	58%	\$ 4,947.29	
Professional Services	\$ 18,000.00	\$ -	\$ 6,000.00	33%	\$ 12,000.00	
Projects	\$ 33,014.00	\$ -	\$ 13,221.08	40%	\$ 19,792.92	
Expenses	\$ 99,326.00	\$ 2,171.90	\$ 43,913.39	44%	\$ 55,412.61	

Capability 4 - Medical Surge						
	Budget	February 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 208,197.00	\$ 7,985.09	\$ 49,807.59	24%	\$ 158,389.41	
Revenues	\$ 208,197.00	\$ 7,985.09	\$ 49,807.59	24%	\$ 158,389.41	
Expenses						
Salaries/Fringe	\$ 55,636.00	\$ 5,599.62	\$ 31,812.02	57%	\$ 23,823.98	
Office Supplies	\$ 391.00	\$ -	\$ -	0%	\$ 391.00	
Computer Hardware	\$ 1,800.00	\$ -	\$ -	0%	\$ 1,800.00	
Indirect	\$ 18,926.00	\$ 2,362.79	\$ 11,972.89	63%	\$ 6,953.11	
Professional Services	\$ 58,667.00	\$ 22.68	\$ 6,022.68	10%	\$ 52,644.32	
Projects	\$ 72,777.00	\$ -	\$ -	0%	\$ 72,777.00	
Expenses	\$ 208,197.00	\$ 7,985.09	\$ 49,807.59	24%	\$ 158,389.41	

New Members Alliance March 2023

Name (First)	Name (Last)	Title/Job Duty	Type of Organization	Name of Facility/Organization	City	County- Select all that apply
James	Moseley	Planner	Public Health Agencies (Core HCC Member)	FDOH – Clay	Fleming Island	Clay
Shelley	Grimes	Branch Director	Home Health Agencies(including home and community based services)	Nursecore of Ocala	Ocala	Alachua, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Marion, Putnam, Suwannee, Union
Cynthia	Mapulanga	Government Analyst II	Local public safety agencies (e.g. law enforcement and fire)	Florida Department of Law Enforcement	Jacksonville	Duval
Kaitlen	Doyle	EMO/FCC Coordinator/FROT Leader	Acute Care Hospitals (Core HCC Member)	NAS Jacksonville Hospital	Jacksonville	Duval
Nuwo	Nwobegono	Director of Environmental Services	Acute Care Hospitals (Core HCC Member)	Baptist Medical Center Nassau	Fernandina Beach	Nassau

Healthcare Coalition Alliance

Region 3

www.FLRegion3HCC.org