



NCFHCC BOARD OF DIRECTORS MEETING

March 22, 2023

MEETING MINUTES

The North Central Florida HealthCare Coalition held its monthly meeting virtually on March 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 February 2023; Financial Report for February 2023; New Member Requests.

CALL TO ORDER

Both the Chair and Vice Chair had excused absences, and the Secretary/Treasurer, Ms. DeKay conducted the meeting. The meeting was called to order by the Secretary/Treasurer, Suzanne DeKay with the validation of a quorum, with the following Board members present:

Hospitals: Suzanne DeKay

At-Large Representative: Misty Woods

At-Large Representative: Lola Butler

Long-Term Care: Heather Snellgrove

Others in Attendance: See Zoom report attached.

Absent:

EMS: Matt Ferguson

Emergency Management: Ralph Smith

At-Large Representative: Jason Long

Public Health: Tom Moffses

Welcome & Introductions

Board Secretary/Treasurer, Suzanne DeKay welcomed everyone to the virtual meeting.

Approval of Minutes

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

The Secretary/Treasurer called for a motion of approval. Ms. Butler moved approval; Ms. Woods seconded; Motion carried.

FINANCIAL

Finance Report

Ms. Leigh Wilsey presented the finance report for February 2023.

The Secretary/Treasurer called for a motion of approval. Ms. Butler moved approval; Ms. Woods seconded; Motion carried.

Expenditure Requests - None

Management and Administration

- **EMAG 2023** 18 individuals expressed interest and approval by their agency/organization to attend EMAG Savannah 2023. All individuals have been registered for the conference and have hotel reservations. The conference agenda is posted to the conference website and emailed to those attending. Staff will send emails out to those individuals as the conference approaches.
- **Project Funding Update** Staff reports that two projects have finished their reimbursement process, and there are six projects in the process of reimbursement that should be reflected in the upcoming finance reports. There are three projects still procuring their equipment but remain on target to be completed before the end of the fiscal year.
- **Bold Planning – Presentation** Mr. Minkoff from BOLD Planning presented to the meeting attendees who and what the company is, and what services will be offered through the Coalition's funding/contractual agreement with the company. As planning workshops are planned, the HCC staff will distribute that information to all the members.

BUSINESS

New Members

Five (5) new member requests were presented for membership.

The Secretary/Treasurer called for a motion of approval of the members. Ms. Butler moved approval; Ms. Woods seconded; Motion carried.

Alliance Radiation Annex

Staff thank all members who provided feedback and review of the Alliance Radiation Surge Annex. After review of the comments and suggestions, staff have updated the Annex and will upload the finalized version to the Alliance website.

**2023 Alliance Radiation Surge Annex approved by the Board through general consensus.*

2023 Alliance Operational Plan

Staff report they have made updates to the 2023 Alliance Operational Plan, as part of the contract deliverables. The updated Operational Plan was disseminated to the membership, and review/feedback was provided to staff. The finalized 2023 Alliance Operational Plan will be uploaded

to the Alliance website.

**2023 Alliance Operational Plan approved by the Board through general consensus.*

HVA Gaps Project

The Alliance Board has identified pre-hospital pediatric surge management to be a prioritized, regional gap. The State has approved the Coalition's request to use the additional HVA gap funding to purchase equipment to help fill this regional gap.

TRAINING AND EXERCISE

Virtual TTX Offerings

Two offerings of an active threat virtual tabletop exercise will be provided through the Coalition on May 8th and May 16th. Both offerings will be from 1:30 PM to 4:00 PM. The flyer and registration information will be distributed to the Alliance membership soon.

Statewide Radiation Surge Tabletop Exercise

In partnership with the State and the HCCs across the state, there will be a virtual, tabletop exercise on May 17th from 9:00 AM to 1:00 PM, to test the new Alliance Radiation Surge Annex. This statewide exercise will provide the opportunity for regional breakout groups for each region to discuss their threats, capabilities, and gaps. There will be statewide report-outs, to see how different regions would respond, following the regional breakout. The flyer and registration information have been emailed to the Alliance membership and have been posted to the Alliance website.

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 – Nothing new to report. Reports their pediatric inpatient numbers have decreased, but adult inpatient numbers remain the same. Working on expediting the process (time) of EMS presenting a patient, and the hospital assuming the care of the patient.

Emergency Management – Nothing to report.

Public Health – Freda Vaughn reported the new highly infectious disease response kits are now at the Jacksonville DOH warehouse. These kits include PPE, patient care equipment, disinfectants, linens, etc., all to treat a patient with an HID. Ms. Vaughn is going to compile an inventory list and have the HCC share that with the hospitals in the region. On April 19th, there is going to be a bioterrorism training on how to package and ship category A or B infectious diseases. Additionally, they are planning to provide refresher training on packaging/paperwork of white substances/bioterrorism substances.

EMS – Continues to have issues related to truck shortages. ACFR was supposed to get 5 truck chassis this month, and they just found out the order was canceled.

Long-Term Care – Nothing to report.

At-Large Representatives – Nothing to report.

The Center for Independent Living is holding an Emergency Preparedness Expo in Gainesville at Santa Fe College on April 14th. There are still spots available for individuals to attend. The Expo flyer has been sent to the membership and will be attached to the minutes.

CLOSING REMARKS AND ADJOURN

The Secretary/Treasurer announced the next meeting will be an in-person, General Membership Meeting on April 26, 2023, at 1:30 at Haven Hospice in Gainesville or via Zoom.

The meeting will be hybrid.

With no additional business, the meeting was adjourned.



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

First Name	Last Name	Facility Name	Facility Type
Suzanne	DeKay	UF Health Gainesville	Acute Care Hospitals (Core HCC Member)
Jim	Lyons	FDOH – Bradford/Union	Public Health Agencies (Core HCC Member)
Lola	Butler	FDOT – District 2	Emergency Management Organizations (Core HCC Member)
Chris	Westmoreland	DOH – Putnam	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.)
Misty	Woods	Alachua County Fire Rescue	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Freda	Vaughn	FDOH	Public Health Agencies (Core HCC Member)
Cheryl	Bell	North Florida Medical Center	Primary care providers, including pediatric and women's health care providers
Howell	Batts	FDOH – Region 2	Public Health Agencies (Core HCC Member)
Heather	Snellgrove	Tri-County Nursing Home	Skilled nursing, nursing, and long-term care facilities
Miki	Seliger	NA	NA
Will	Minkoff	BOLD Planning	Other



Center for Independent Living
OF NORTH CENTRAL FLORIDA
EMPOWERING INDIVIDUALS WITH DISABILITIES



2nd Annual Alachua County Emergency Preparedness Expo for People with Disabilities.

FREE EVENT!

**Theme: How to protect yourself/families for any
type of emergency**

April 14th, 2023 | 8:45 am – 1:00 pm
Santa Fe College
3000 NW 83rd Street, Building R-01
Gainesville, FL 32606

TO REGISTER, PLEASE GO TO:

<https://www.cilncf.org/emergency-preparedness/>

ASL interpreters will be provided

FOR QUESTIONS OR ASSISTANCE WITH REGISTRATION, PLEASE CALL (352)368-3788



SF
SANTA FE
COLLEGE

BE PREPARED

Statewide Radiation Surge Tabletop Exercise



FLORIDA HEALTH CARE COALITIONS

www.FloridaHCC.org

[Register
Here](#)

When: Wednesday, May 17, 2023,
9 AM to 1 PM (EDT)

Where: Virtual (Zoom)

Who: Hospitals, Emergency Management, EMS, Public Health and Other
Subject Matter Experts & Partners

Why: Test the new Radiation Surge Annex and assess local and regional
capabilities and gaps in responding to a radiological emergency.



Healthcare Coalition Alliance
Region 3





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.

