



Wednesday, August 23, 2023 @ 1:30

IN-PERSON ONLY

****New Location****

UF Health Gainesville Professional Park, E107 Conference Room
3300 SW Williston Road, Gainesville, FL 32608

NCFHCC GENERAL MEMBERSHIP MEETING AGENDA

*Requires approval of Board

Meeting Attendance Link: <https://nefrc.readyop.com/fs/4cfK/af36962a>

I. Call to Order

- Validation of voting members present [accept proxy voters, if present]
- Welcome & Introductions
- *Approval of minutes from July 2023

II. Financial

- *Finance Report – July 2023

III. Management and Administration

- Project Funding Update

IV. Business

- *New Member Requests
- Pediatric Restraint Distribution

V. Training & Exercise

- Chemical Catastrophe: A Virtual Train Derailment Exercise
- CDP Virtual Training Opportunities

VI. Board Member/Discipline Reports & Open Discussion

VII. Adjourn

Presentation

- CDBG Health and Medical Lifeline Project: Healthcare Facility Infrastructure Protection and Resilience Planning Survey – Northeast Florida Regional Council

Next Meeting:

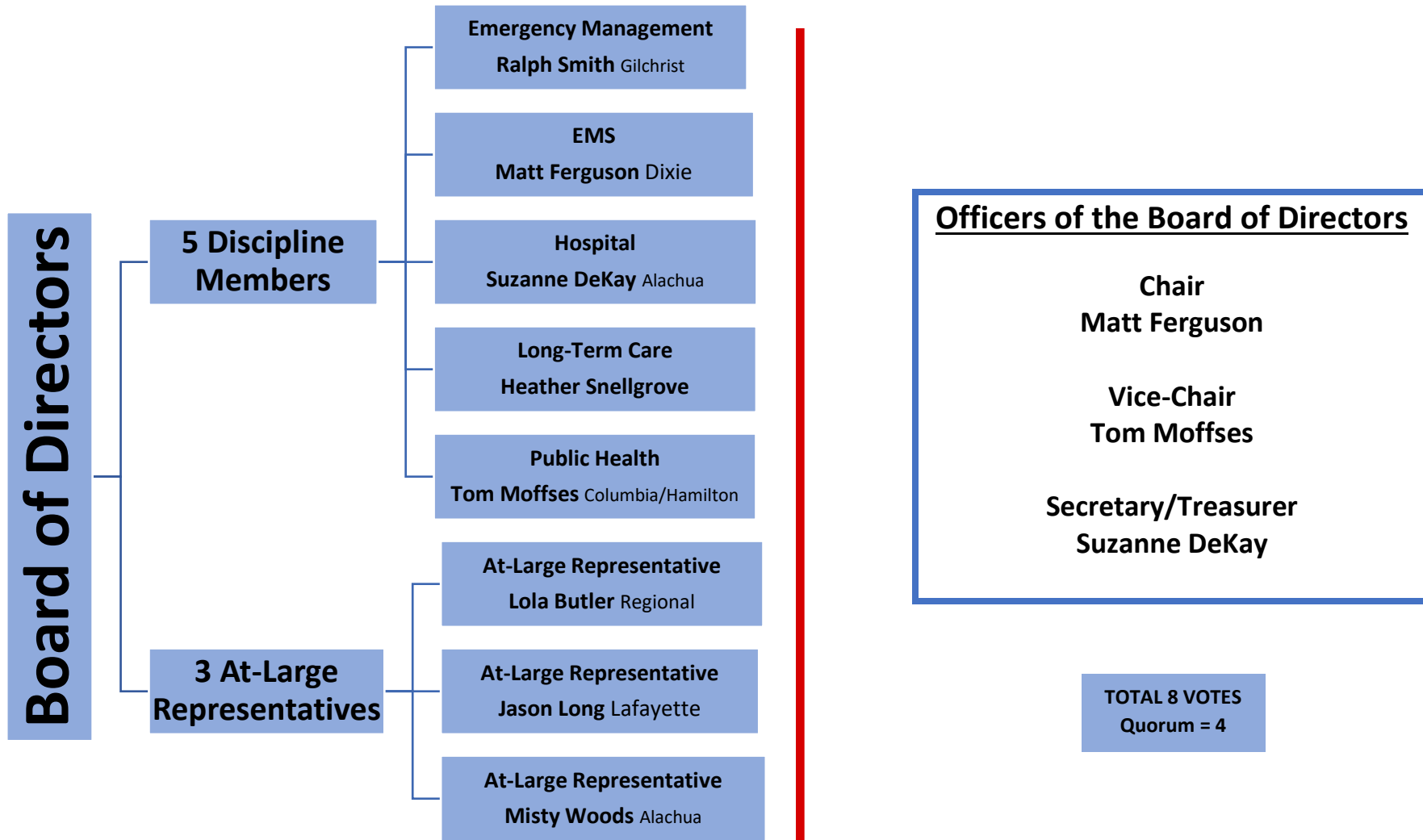
September 27, 2023 @ 1:30 Board of Directors Meeting

Virtual Only

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



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

July 26, 2023

MEETING MINUTES

The North Central Florida HealthCare Coalition held its monthly meeting virtually on July 26, 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 June 2023; Financial Report for June 2023; New Member Requests; FY23-24 Workplan.

CALL TO ORDER

The meeting was called to order by the Vice-Chair, Thomas Moffses with the validation of a quorum, with the following Board members present:

Emergency Management: Ralph Smith

EMS: Matt Ferguson

Public Health: Tom Moffses

Hospitals: Suzanne DeKay

At-Large Representative: Lola Butler

Others in Attendance: See Zoom report attached.

Absent:

Long-Term Care: Heather Snellgrove

At-Large Representative: Jason Long

At-Large Representative: Misty Woods

Welcome & Introductions

Chair, Matthew Ferguson welcomed everyone to the virtual meeting.

Approval of Minutes

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

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

FINANCIAL

Finance Report

Ms. Suzanne DeKay presented the finance report for June 2023.

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

Expenditure Requests – None

*FY 23-24 Workplan Approval

Staff discuss the proposed workplan for the fiscal year 2023-2024. Report on the various activities that will be completed in the upcoming year, and how they match the different preparedness capabilities and guidance from ASPR. This will include sponsoring emergency preparedness expos through the Center for Independent Living, virtual training, and exercise opportunities, partnering with the LEPC for shelter-in-place training, and so on. The complete workplan is attached to the meeting agenda packet and was distributed prior to the meeting.

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

*FY23-24 Budget Approval

Staff discuss the proposed budget for the fiscal year 2023-2024. The Coalition received level-funding for this upcoming year, at a total of \$748,712.00. For this budget year, staff have separated costs by categories: travel, equipment, contractual, supplies & other, and personnel, instead of by capability. This will make it simpler for both members and staff to organize the spending categories. Staff also state they are trying to develop a way to track the various amounts of funds being spent within each Coalition.

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

MANAGEMENT AND ADMINISTRATION

- **Project Funding Update** Staff reports that the State has reviewed all submitted projects and has provided whether they are allowable or not. The Alliance Board is now able to meet to prioritize the submitted projects, and will decide on how to fund the allowable, submitted projects. This year staff are working to spend all the FHA funds received in 2020, which some of the submitted projects will be able to be covered by that funding source. There may be a different project application made available, and HCC staff will keep a list for cases of extra funding.
- **CDBG Healthcare Facility Survey** The Northeast Florida Regional Council (NEFRC) is conducting a survey as part of the North Florida Resiliency Plan for the Health and Medical Lifeline project. The survey was sent to all healthcare facilities in the HCC membership that were part of the original mapping series conducted (i.e., hospitals, dialysis, etc.). The survey results will be used to develop draft mitigation strategies for extreme weather events that impact the healthcare system. The survey remains open, and staff encourages all facilities to have someone complete the survey.

BUSINESS

New Members

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

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

HVA Gaps Project

All of the restraints purchased have been received, either by the receiving agency or by the HCC staff. HCC staff are working with the receiving agencies to identify the best way to distribute the restraints, respectively.

TRAINING AND EXERCISE

Upcoming Virtual TTX Offerings – Fall 2023

In September there will be two virtual offerings of a chemical/shelter-in-place tabletop exercise. The first offering will be in the morning of September 14th and the second offering will be in the afternoon of September 21st.

MEMBER REPORTS AND OPEN DISCUSSION

Hospitals – Ms. Suzanne DeKay, from UF Health Gainesville, stated the HCC sponsored pediatric surge tabletop exercise on July 25th was a success. Their hospital attended virtually, and was able to work through the scenario and found it beneficial. Ms. DeKay asked the HCC staff to consider a full-scale exercise within the next year or so, based on the same scenario.

Emergency Management – Nothing to report.

Public Health –

Casey Ditter from DOH Lafayette/Suwannee report all DOH planners are meeting to discuss upcoming exercises and events. Once these are compiled they will share with the group.

Mr. Tom Moffses, from DOH-Columbia/Hamilton, added to Ms. Ditter's report, as he was also in attendance of the all-planner meeting to discuss upcoming events and exercises. Additionally, he reported he met with the Columbia County EOC, recently, and asked the Coalition if they were interested in collaborating with their upcoming exercise. The exercise scenario will involve a train derailment and chemical/hazmat issue(s).

EMS – Mr. Matt Ferguson reported they are still experiencing supply chain issues in regard to truck chassis and medications. Reports a new firetruck or ambulance takes two years at the earliest.

Long-Term Care – Nothing to report.

At-Large Representatives – Nothing to report.

CLOSING REMARKS AND ADJOURN

The Chair announced the next meeting will be an **IN-PERSON only** meeting on August 23, 2023, at 1:30.

Location: UF Health Gainesville Professional Park
3300 SW Williston Rd, Gainesville, FL 32608
E107 Conference Room

With no additional business, the meeting was adjourned.



Attendance Recorded in ReadyOp: Board of Directors Meeting – July 26, 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)
Matthew	Ferguson	Dixie County Fire Rescue	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Mark	Cromer	HCA Florida North Florida Hospital	Acute Care Hospitals (Core HCC Member)
Casey	Ditter	FDOH – Lafayette and Suwannee	Public Health Agencies (Core HCC Member)
Freda	Vaughn	FDOH	Public Health Agencies (Core HCC Member)
Robert	Linnens	FDOH – Alachua	Public Health Agencies (Core HCC Member)
Ralph	Smith	Gilchrist County EM	Emergency Management Organizations (Core HCC Member)
Tom	Moffses	FDOH – Columbia/Hamilton	Public Health Agencies (Core HCC Member)

Healthcare Coalition
Financial Report
As of July 2023

Healthcare Coalition FY 23/24-Personnel						
	Budget	July 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 289,613.00	\$ 19,651.16	\$ 19,651.16	7%	\$ 269,961.84	
Revenues	\$ 289,613.00	\$ 19,651.16	\$ 19,651.16	7%	\$ 269,961.84	
Expenses						
Salaries	\$ 161,979.00	\$ 9,983.98	\$ 9,983.98	6%	\$ 151,995.02	
Fringe Benefits	\$ 56,693.00	\$ 3,926.51	\$ 3,926.51	7%	\$ 52,766.49	
Indirect	\$ 70,941.00	\$ 5,740.67	\$ 5,740.67	8%	\$ 65,200.33	
Expenses	\$ 289,613.00	\$ 19,651.16	\$ 19,651.16	7%	\$ 269,961.84	

Healthcare Coalition FY 23/24-Equipment						
	Budget	July 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 48,742.00	\$ 294.94	\$ 294.94	1%	\$ 48,447.06	
Revenues	\$ 48,742.00	\$ 294.94	\$ 294.94	1%	\$ 48,447.06	
Expenses						
Travel	\$ 38,162.00	\$ 294.94	\$ 294.94	1%	\$ 37,867.06	
Registration Fees	\$ 10,380.00	\$ -	\$ -	0%	\$ 10,380.00	
Vehicle Rental	\$ 200.00	\$ -	\$ -	0%	\$ 200.00	
Expenses	\$ 48,742.00	\$ 294.94	\$ 294.94	1%	\$ 48,447.06	

Healthcare Coalition FY 23/24-Travel						
	Budget	July 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 183,885.00	\$ -	\$ -	0%	\$ 183,885.00	
Revenues	\$ 183,885.00	\$ -	\$ -	0%	\$ 183,885.00	
Expenses						
HCC Projects	\$ 183,885.00	\$ -	\$ -	0%	\$ 183,885.00	
Expenses	\$ 183,885.00	\$ -	\$ -	0%	\$ 183,885.00	

Healthcare Coalition FY 23/24-Supplies						
	Budget	July 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	
Revenues	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	
Expenses						
Postage	\$ 150.00	\$ -	\$ -	0%	\$ 150.00	
Office Supplies	\$ 600.00	\$ -	\$ -	0%	\$ 600.00	
Expenses	\$ 750.00	\$ -	\$ -	0%	\$ 750.00	

Healthcare Coalition FY 23/24-Contractual						
	Budget	July 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 189,085.00	\$ -	\$ -	0%	\$ 189,085.00	
Revenues	\$ 189,085.00	\$ -	\$ -	0%	\$ 189,085.00	
Expenses						
Computer Software	\$ 30,860.00	\$ -	\$ -	0%	\$ 30,860.00	
Professional Services	\$ 158,225.00	\$ -	\$ -	0%	\$ 158,225.00	
Expenses	\$ 189,085.00	\$ -	\$ -	0%	\$ 189,085.00	

Healthcare Coalition FY 23/24-Other						
	Budget	July 2023	Project To Date	% of Budget Spent	Funds Available	
Revenues						
State Contract	\$ 36,637.00	\$ 2,768.70	\$ 2,768.70	8%	\$ 33,868.30	
Revenues	\$ 36,637.00	\$ 2,768.70	\$ 2,768.70	8%	\$ 33,868.30	
Expenses						
Telephone	\$ 2,500.00	\$ 118.62	\$ 118.62	5%	\$ 2,381.38	
Membership Dues	\$ 450.00	\$ -	\$ -	0%	\$ 450.00	
Printing	\$ 2,000.00	\$ 15.86	\$ 15.86	1%	\$ 1,984.14	
Technology Services	\$ 10,000.00	\$ 1,147.68	\$ 1,147.68	11%	\$ 8,852.32	
D/O Insurance	\$ 600.00	\$ -	\$ -	0%	\$ 600.00	
Office Lease	\$ 21,087.00	\$ 1,486.54	\$ 1,486.54	7%	\$ 19,600.46	
Expenses	\$ 36,637.00	\$ 2,768.70	\$ 2,768.70	8%	\$ 33,868.30	

New Members Alliance August 2023

Name (First)	Name (Last)	Title/Job Duty	Type of Organization	Name of Facility/Organization	City	County- Select all that apply
Andrea	Smart	Director of Private Duty	Home Health Agencies (Including home and community based services)	Lake Centre Home Care	Leesburg	Marion
Lisa	Nichols	Pediatric Trauma Program Manager	Acute Care Hospitals (Core HCC Member)	Wolfson Children's Hospital	Jacksonville	Duval
Francine	Vincent	Emergency Management Coordinator	Emergency Management Organizations (Core HCC Member)	Alachua County Emergency Management	Gainesville	Alachua
Danielle	Duce	Emergency Operations Coordinator	Acute Care Hospitals (Core HCC Member)	HCA Florida Memorial Hospital	Jacksonville	Duval
Antonio	Greene	Safety Officer II	Acute Care Hospitals (Core HCC Member)	St. Vincent's Clay and St. Johns	Middleburg	Clay
Tiara	Davidson	Flight Paramedic	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)	Life Flight Jacksonville	Jacksonville	Baker, Clay, Duval, Nassau, Putnam, St. Johns

Healthcare Coalition Alliance
Region 3

www.FLRegion3HCC.org