



NCFHCC Board of Directors Meeting

May 28, 2025

MEETING MINUTES

The North Central Florida Healthcare Coalition held its virtual meeting on May 28, at 1:30. The meeting was held virtually via Zoom.

Documents provided to the NCFHCC Members via email:

Agenda; Validation of Board Members; Minutes from April 2025; New Member Requests; April 2025 Financial Report.

CALL TO ORDER

The meeting was called to order by the Chair, Matt Ferguson, with a validation of members, with the following Board members present. Quorum was not met for voting.

EMS: Matt Ferguson

At-Large Representative: Lola Butler

Others in Attendance: See attendance report attached.

Absent:

Emergency Management: Ralph Smith

Hospitals: Mark Cromer

Public Health: Diana Duque

Long-Term Care: Heather Snellgrove

At-Large Representative: Jason Long

At-Large Representative: N/A

Welcome & Introductions

Chair, Matt Ferguson, welcomed everyone to the meeting.

Approval of Minutes

The minutes from April 2025 were provided to Board members via electronic mail and May Meeting Packet. Minutes were not voted on due to the absence of a quorum.

FINANCIAL

***Finance Report**

Annie Sieger presented the finance report for April 2025. The financial report was not voted on due to the absence of a quorum.

MANAGEMENT AND ADMINISTRATION

- **Project Funding Update** Staff shared there is currently \$199,450 budgeted for this year's project funding, which is an increase from the original funding dollars originally allocated. Following the direction from the Board, staff surveyed member long-term care facilities and received 28 interest forms back. Staff procured 155 large and bariatric size evacuation sleds and 11 stair chairs for these facilities, totaling \$95,650. All the chairs and most of the sleds have been delivered, all other equipment is still in route.

The remaining \$103,800 was used to purchase 5-pack stretchers with a cart for interested hospitals in the region. Following the same process, staff surveyed member hospitals and received interest from over 20 facilities. With this year's funding, the Alliance purchased 15 stretcher packs to be distributed evenly across the region. Over half of the packs have been delivered, and the other half are in route for delivery.

- **Conference Update** Staff reported the Florida HCCs conference planning is postponed due to funding changes based on Federal and State budgets. The group felt it was best to postpone it as to not spend funding on a conference and focus it on regional needs for the time being.

Staff shared last week there was a call hosted by ASPR, and were to be told to expect funding through June of 2026, funding amounts will be relayed by July 1.

- **Cyber Assessment and Extended Downtime Assessment** The Cyber Assessment and Extended Downtime Assessment are new deliverables for this year's contract. The Florida HCCs worked together to develop the Cyber Assessment survey that was distributed in March. Statewide there were 266 responses received and 78 of those were from Region 3. The final Cyber Assessment will be posted to the website and provides a detailed review of the results received.

The Florida HCCs used the same process for the Extended Downtime Assessment which was shared in late April and early May. 16 total responses were received. The final Extended Downtime Assessment will be posted to the website and provides a detailed review of the results received.

Both documents were shared with meeting attendees.

BUSINESS

New Members

Seven (7) new member requests were presented for membership. General Membership Requests were not voted on due to the absence of a quorum.

Nominations for Vacant At-Large Representative Position

Staff shared there is a vacant At-Large Representative position on the Board with Ebbin Spellman is no longer within the region. Staff sent a call for nominations to fill this vacancy via email. Four nominations were received:

- Kevin Towles – Center for Independent Living of North Central Florida
- Jim Miller – Palms Medical Group
- Natalie Trachtenberg – Fresenius Medical Care-East Clinic
- Francine Vincent – Alachua County Emergency Management

Nominations close at the end of the meeting, and staff will send an electronic ballot to the membership. Voting will close Friday, June 6th and the elected individual will be announced at the June meeting.

TRAINING AND EXERCISE

BOLDPlanning Workshops

Staff shared that BOLDplanning and the Florida HCC's have launched the CEMP platform which is free and available to any HCC member in Florida. Below are the Florida HCC funded virtual workshops. The flyer with registration links is attached to the minutes.

- Statewide Offerings
 - CEMP Workshops
 - June 18, from 1pm to 5pm (initial)

Medical Response Surge Exercise (MRSE) Recap

The Medical Response and Surge Exercise (MRSE) is an annual requirement and is designed to test the region's capability and capacity to manage and support a surge of patients equal to at least 10% of their licensed general medical/surgical bed capacity. The exercise was held in the Northeast region this fiscal year on May 8th at the Clay County EOC.

It was a successful exercise with hospitals, EMS, EM and public health partners across the region. Next fiscal year's exercise will be held in the North Central region.

Virtual Dialysis Workshop

Staff shared there will be a dialysis based virtual workshop on June 9th. This will be an opportunity for dialysis providers, EMS, EM, and other key stakeholders to come together to discuss risks and mitigation strategies for those who are dialysis dependent during emergencies.

- Monday, June 9th from 1:00pm to 5:00pm

MEMBER REPORTS AND OPEN DISCUSSION

Hospitals – Nothing to report.

Emergency Management – Ms. Francine Vincent with Alachua County EM shared there is nothing to report, and they are preparing for hurricane season.

Public Health – Nothing to report.

EMS – Mr. Matt Ferguson with Dixie County Fire Rescue shared they are noticing stabilization since the pandemic and the resulting supply chain issues. Reports all agencies are facing challenges with inflation, as in the last 4 years there have been drastic increases in product prices.

Long-Term Care – Nothing to report.

At-Large Representatives – Nothing to report.

CLOSING REMARKS AND ADJOURN

Next Meeting:

Wednesday, June 25, 2025 at 1:30PM

Virtual

All members are welcome to attend!

With no additional business, the meeting was adjourned.



Attendance Recorded in ReadyOp: Board of Directors Meeting – May 28, 2025

First Name	Last Name	Facility Name	Facility Type
Jim	Lyons	DOH – Bradford/Union	Public Health Agencies (Core HCC Member)
Lola	Butler	FDOT	Jurisdictional partners, including cities, counties and tribes
Matthew	Ferguson	Dixie County Fire Rescue	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)
Jim	Miller	Palms Medical Group	Primary care providers, including pediatric and women's health care providers
Francine	Vincent	Alachua County Emergency Management	Emergency Management Organizations (Core HCC Member)



FLORIDA **HEALTH CARE** COALITIONS

Comprehensive Emergency Management Plan (CEMP) Development Workshops

WITH BOLDPLANNING



Tuesday, February 11th from 1pm - 5pm

Wednesday, March 5th from 1pm - 5pm

Thursday, April 17th from 1pm - 5pm

Tuesday, May 20th from 1pm - 5pm

Wednesday, June 18th from 1pm - 5pm

These virtual workshops will guide you through developing a Comprehensive Emergency Management Plan (CEMP) using the BOLDPlanning Platform!

Click on the date above to register.

(The workshops are the identical - just choose one!)

*Provided at no cost to you by the Florida Health
Care Coalitions!*



DIALYSIS WORKSHOP/TTX

Join the Region 3 Healthcare Coalition Alliance for a dynamic, discussion-based virtual workshop and mini-exercise focused on dialysis emergency preparedness, response, recovery, and mitigation.

This interactive session provides regional dialysis centers with the opportunity to share their current plans and procedures while also enhancing coordination with external partners. Participating agencies and organizations will gain valuable insight into dialysis-specific planning and explore collaboration opportunities across sectors.

This workshop will also include a brief, scenario-based exercise designed to put concepts into practice and enhance real-world readiness.

Although this event is focused on dialysis, other partners such as emergency management, public health, and other healthcare organizations are encouraged to attend.

Don't miss this opportunity to enhance your preparedness and connect with partners in your region!



June 9, 2025



1:00 - 5:00 PM ET



Virtual on Zoom

[Register Now!](#)



Questions? Reach out to EmilyP@AllClearEMG.com for assistance.