



**Board of Directors Meeting**  
**May 21, 2025 @ 1pm**  
**Meeting Notes**

The May Board of Directors Meeting of the Northeast Florida Healthcare Coalition was held virtually via Zoom. The meeting commenced at 1:00 pm on Wednesday, May 21, 2025.

**CALL TO ORDER**

The meeting was called to order by the Chair with a validation of members, with the following Executive Board members present. Quorum was met for voting.

Baker County – Kassie Knoll, John Blanchard  
Clay County – Sonny Rodgers, Don Weatherby  
Flagler County – Bob Pickering  
St. Johns County – Gavin Butler, Philip Hernandez  
Emergency Management – John Blanchard, Jonathan Lord  
EMS – Tim Devin  
Hospitals – Dave Chapman, Rich Ward  
Home Health – Susan Chapman

Absent:

Duval County – Rochelle Civil, Katherine Jones  
Nassau County – Ronnie Nessler, Mike Godwin  
Public Health – N/A  
Long-Term Care – Jerry Lynn Daniels, Evelena Dowling

A digital sign-in link was provided to attendees. The sign-in sheet is attached to the minutes.

**\*Approval of Minutes**

The draft minutes from April 16, 2025, Board of Directors Meeting were provided as part of the meeting packet.

*The Chair called for a motion. A motion was made to approve the draft minutes by Gavin Butler (St. Johns County). A second was made by Dave Chapman (Hospitals). Motion carries.*

**FINANCIAL**

**\*Budget Report**

The finance report for April 2025 was presented by Leigh Wilsey.

*The Chair called for a motion. A motion was made to approve the financial report by Sonny Rodgers (Clay County). A second was made by Gavin Butler (St. Johns County). Motion carries.*

## 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.

Chair, Tim Devin, asked if the Coalition had information regarding the benefits of the work being done through the years of the program. Staff shared they are working on one-pagers for the region and the state-wide impacts.

### **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**

### **\*Approval of General Membership Requests**

As required in the bylaws, the Board must approve all membership requests. There have been seven (7) membership requests since the last meeting. The list was provided in the meeting packet.

*The Chair called for a motion. A motion was made by Sonny Rodgers (Clay County) to approve the new members. A second was made by Dave Chapman (Hospitals). Motion carries.*

Chair, Tim Devin, shared Clay County EM had their healthcare facility awareness day ahead of hurricane season. HCC staff were present and received lots of new member interest as many of the attendees were unaware of the HCC program. Chair Devin urged meeting attendees to spread the word of the Coalition to their respective disciplines.

Staff will share the membership request flyer for those who are interested.

#### Board Officer Voting

Chair Devin shared how the nominations for the Board Officer positions are available to all 24 members of the Board.

Staff shared how all Board members were sent an email to affirm their positions with their appointing entities, and all representatives have been confirmed. Additionally, all Board members were shared the request for nominations for officer positions. The current Chair and Vice Chair have termed out and can no longer serve in their current positions. Each term is two years, and an individual can serve two consecutive terms in one role. The current Secretary/Treasurer, Susan Chapman, can serve one more term.

The nominations received:

Chair – Dave Chapman

Vice Chair – Tim Devin

Secretary/Treasurer – Susan Chapman

Chair Devin and Vice Chair Chapman shared they are happy to step aside to let someone new take a leadership role, and they are also happy to continue to serve on the Board if needed. Chair Devin also asked if the open public health representative positions could be filled by DOH planners. Staff shared the position can only be filled by a Health Officer.

The Board decided at the meeting to keep the nominations open and to vote next week virtually. Staff will share the appropriate information with Board members.

### **TRAINING AND EXERCISE**

#### BOLDPlanning Workshops

Staff shared that BOLDplanning and the Florida HCC's have launched the CEMP and COOP platforms, which are 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.

- Alliance Offerings
  - COOP Workshops
    - May 22, from 9am to 12pm (midterm)
- Statewide Offerings
  - CEMP Workshops
    - June 18, from 1pm to 5pm (initial)

#### MRSE

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 8<sup>th</sup> at the Clay County EOC.

It was a successful exercise with hospitals, EMS, EM and public health partners across the region.

### Virtual Dialysis Workshop

Staff shared there will be a dialysis based virtual workshop on June 9<sup>th</sup>. 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 9<sup>th</sup> from 1:00pm to 5:00pm

### OPEN DISCUSSION

- Hospitals – Mr. Dave Chapman shared the next FCDC meeting is being held virtually on Thursday, May 22 at 10am. Reported the area hospitals collaborated during the Jax Airport fire in the case of an MCI.
- Public Health – Ms. Freda Vaughn (RRC) shared there will be a full-scale POD exercise in Flagler on May 22<sup>nd</sup>, and a COOP exercise in Duval and a CHEMPACK exercise in Clay during the week of 5/27. Shared there is a new planner in Nassau, Briana Angstman and a new Health Officer for Putnam County, Sherry Duncan.

Mr. Sonny Rodgers (Clay County) shared last week they did a special needs sheltering training with all staff and a general hurricane prep. The back-to-school immunization drive is in the works and will be held in the first two weeks of August at the Clay County Fairgrounds. Additionally, they are participating with EM in their hurricane exercise, and in June completing a walk-through with EM and the school district of shelters. Shared they will be attending the FTEM in Orlando in June.

- EMS – Mr. Tim Devin shared this week is EMS week and thanked all partners who are contributing to supporting EMS personnel. Additionally, he and Kevin Kotsis remain the EMS representatives from the First Coast EMS Advisory Council.
- Emergency Management – Mr. Tim Devin shared the state is changing their dynamics and re-aligning some of their departments. Shared hurricane season may look different with all the modifications and shifting.

Mr. John Blanchard shared impacts are being seen and urged attendees to advocate for their programs or partners when prompted. Shared Baker County is still dealing with projects and impacts from last storm season.

- Home Health – Ms. Susan Chapman shared no major updates, and how they are preparing for hurricane season.
- Long-Term Care – Nothing to report.

### ADJOURN

The meeting was adjourned at 1:51 PM.

### NEXT MEETING

**Wednesday, June 18, at 1:00PM**

**All members are welcome to attend!**



**Board of Directors Meeting Attendance**  
**May 21, 2025, @ 1pm**

Name	Name (Last)	Facility Name	Facility Type	'other'
Freda	Vaughn	FDOH	Public Health Agencies (Core HCC Member)	
Dave	Chapman	Ascension St. Vincent's Southside	Acute Care Hospitals (Core HCC Member)	
Tim	Devin	Clay County Emergency Management	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)	
Lawana	Jolivette	Ascension St. Vincent's Riverside and Clay	Acute Care Hospitals (Core HCC Member)	
Susan	Chapman	Alivia Home Health Care	Home Health Agencies(including home and community based services)	
Skye	Barber	Baptist Medical Center – Nassau	Acute Care Hospitals (Core HCC Member)	
Kassie	Knoll	DOH-Baker	Public Health Agencies (Core HCC Member)	
Sonny	Rodgers	DOH-Clay	Public Health Agencies (Core HCC Member)	
Tara	Kostich	FDEM	Emergency Management Organizations (Core HCC Member)	
Briana	Angstman	DOH-Nassau	Public Health Agencies (Core HCC Member)	
John	Blanchard	Baker County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Samantha	Hoy	Pediatric Home Service	Home Health Agencies(including home and community based services)	
Rich	Ward	HCA Florida Orange Park Hospital	Acute Care Hospitals (Core HCC Member)	
Philip	Hernandez	DOH-St. Johns	Public Health Agencies (Core HCC Member)	
Ryan	King	UF Health Flagler Hospital	Acute Care Hospitals (Core HCC Member)	
Gavin	Butler	St. Johns County EM	Emergency Management Organizations (Core HCC Member)	
Vishwaas	Seeram	Lifecare Center of Orange Park	Skilled nursing, nursing, and long term care facilities	
Hunter	Montgomery	Orange Park Medical Center	Acute Care Hospitals (Core HCC Member)	
Jonathan	Lord	Flagler County Emergency Management	Emergency Management Organizations (Core HCC Member)	

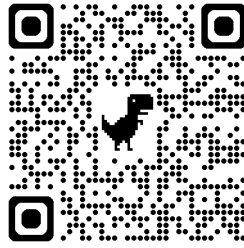
Bob	Pickering	Flagler County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Kayla	Futch	Clay County Emergency Management	Emergency Management Organizations (Core HCC Member)	
Don	Weatherby	DOH - Clay	Public Health Agencies (Core HCC Member)	
Joshua	Saunders	FDEM	Emergency Management Organizations (Core HCC Member)	
Nathan	Carpenter	Brooks Rehabilitation Hospital	Acute Care Hospitals (Core HCC Member)	
Jennifer	Silvey-Cason	UF Health Jacksonville	Acute Care Hospitals (Core HCC Member)	

# BOLDPlanning COOP Workshops

## Initial COOP Workshops:

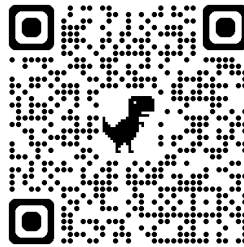
April 15, 2025 from 9:00am to 12:00pm

[Register Here](#)



April 30, 2025 from 1:00pm to 4:00pm

[Register Here](#)

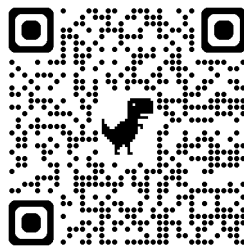


## Midterm COOP Workshop:

*(must have attended an initial workshop)*

May 22, 2025, from 9:00am to 12:00pm

[Register Here](#)



Questions?  
[ASieger@NEFRC.org](mailto:ASieger@NEFRC.org)



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](mailto:EmilyP@AllClearEMG.com) for assistance.