

January 17, 2017 CFDMC Board Minutes

Board Members Participating: Eric Alberts, Sheri Blanton, Dave Freeman, Dr. Michael Gervasi, Alan Harris, Dr. Vincent Hsu, Aaron Kissler, Dr. Peter Pappas, Davian Santana, Wayne Smith, Dr. Karen van Caulil, Lynda W.G. Mason

Others Participating: Tom Daly, Lynne Drawdy, Matt Meyers

Call to Order, Welcome, Roll Call & Introductions: Dr. Michael Gervasi called the meeting to order at 4:02 pm; a quorum was reached.

Review & Approval of November 2016 Minutes: Dr. Pappas moved to approve the November minutes as submitted; Dave Freeman seconded the motion. There was no discussion and the minutes were approved.

Approval of October & November 2016 Treasurer's Reports: Lynne reported that Bob Sorenson reconciled and approved both reports. She noted that although the balance appears high, most of the dollars are earmarked for projects. Lynda W.G. Mason moved to approve both reports and Karen van Caulil seconded the motion. There was no discussion and both reports were approved.

Old Business:

- January Traffic Light Report: An updated traffic light report was distributed to the Board. Lynne reported that the December deliverables were rejected and had to be reformatted and resubmitted as the state is now requiring that templates provided in the contract be used. Results from the December meeting were distributed. Lynne reported that the Medical Examiner equipment project and the FQHC EOP workshop project have been completed, and other projects are underway.
- Approval of Governance Policies Update: Lynne advised that the draft updates were posted for member comment for 30 days and no comments were received. Dave Freeman moved to accept the changes to the governance policies and Dr. Pappas seconded the motion. There was no discussion and the changes to the governance policies were approved.
- SMRT Updates: Dave Freeman reported that the warehouse sale closed in December and the new lease is in effect. He stated that they are moving forward cautiously with renovations. Dave reported that the state is planning to move the SMRT contracts into one contract and bid it out competitively. He advised that he is awaiting the Request for Proposal for further details. He stated that he feels the coalition should actively compete for this contract as if we do not have the contract it could jeopardize the region's response capabilities. He stated that when the proposal is received he will schedule a call to begin to work on this. Alan Harris asked if this is beyond the coalition's scope. Dave stated that the Region 5 team has had significant experience in both responses such as Hurricane Matthew and community support such as the Invictus Games, Electric Daisy Concert and other local events. He stated that we are well positioned to manage a statewide contract. Alan suggested raising this issue at FEPA.

New Business:

- Election of Vice-Chair: Dr. Gervasi stated that Clint Sperber nominated Karen van Caulil; Dave Freeman seconded the nomination. Dr. Gervasi asked for other nominations and there were none; the Board voted to approve Karen van Caulil as Vice-Chair.
- Replacement of Long Term Care Board Member: Lynne reported that Eric Mock has had to resign from the Board due to professional commitments; he reached out to Millie Sorger, who was the original long-term care board representative, and Millie has agreed to serve until the December elections. Alan Harris moved to appoint Millie Sorger to fulfill the remainder of Eric Mock's term; Dr. Hsu seconded the motion. There was no discussion and Millie Sorger's appointment was approved. Lynne will prepare a certificate of appreciation for Eric Mock.
- BPR Funding Update: Dave Freeman shared concerns about the new funding strategy with the Board and represented the Coalition at a public hearing in January to share these concerns. Dave stated that he remains optimistic about future funding.
- Coordination of Regional Training and Exercises: Tom Daly advised that the Region 5 planners met and found that there are exercises planned by different disciplines, different funding streams and different timelines with little coordination or integration. He made a proposal to the Board to look at these across all disciplines and to identify any gaps as a region. He will build a matrix to capture trainings, exercises, funding sources, mandates, schedules and needs. Propose – look at all funding sources and TEPWs from all disciplines and ID gaps as a region. He recommended that next year emergency management, DOH and the coalition develop the MYTEP together based on needs identified during this process. Alan Harris agreed that the individual counties plan by discipline and we don't leverage these across counties. Alan suggested that coalition be represented on the RTPP workshop. Eric Alberts made a motion to move forward with the proposal; Karen van Caulil seconded the motion. There was no discussion and the motion was approved. Tom stated that we will share this with the Domestic Security Oversight Council. Dr. Gervasi thanked Tom for coordinating this project.
- Planning Workgroup: Lynne stated that the strategic plan calls for the creation of a planning workgroup. Lynne will send a request to the Board to appoint a representative from each essential partnership group.
- Approval of ACS Logistics Consultant: Matt Meyers reported that we received two bids for the alternate care site logistics consultant. A selection team reviewed the two bids and the team recommends to the Board that Blue Skies be selected. He stated that they submitted the lowest bid and the team felt that their local knowledge would be beneficial. Dave Freeman moved to approve selection of Blue Skies as the ACS project consultant and Wayne Smith seconded the motion. There was no discussion and the motion was approved.
- Hospital Equipment Committee: Matt stated that funding for the hospitals in this year's coalition contract was \$390,000. He stated that the hospitals established an equipment committee and the committee identified minimum equipment needs based on hospital size. This list was shared with all hospitals for input. The committee then surveyed all hospitals to

determine gaps. Based on the needs identified, we have obtained a quote of approximately \$310,000. It was noted that a template attached to the coalition contract stipulates that no more than 25% of funding can be spent on equipment; the coalition has been told verbally that we may proceed with the hospital equipment purchase but we are holding to receive that in writing. Matt thanked Eric Alberts and Steve Wolfberg for their leadership in this effort. He stated that he will bring the final quote to the Board for approval once the restriction issue has been addressed.

Announcements & Upcoming Events: Dr. Gervasi reminded the Board that events are posted on the Coalition Website Calendar. Lynne reported that the coalition has received eight slots at the statewide active shooter train-the-trainer session being hosted in Region 5 in February; we are working to fill those slots and these individuals will be asked to provide free training to coalition members. Tom Daly, Dave Freeman and Matt Meyers will attend; Alan Harris suggested that we reach out to Rick Stilp. Dave Freeman and Lynne Drawdy will represent the Coalition at a Statewide Healthcare Coalition Task Force meeting in January.

Next Board Call: The next Board call is scheduled for February 21 at 4 pm.

Adjourn: The call adjourned at 4:58 pm.