

October 20, 2015 CFDMC Board Minutes

Board Members Participating: Eric Alberts, Sheri Blanton, Dr. Michael Gervasi, Randy Hartley, Doug Healy, Eric Mock, Dr. Peter Pappas, Bob Sorenson, Clint Sperber, Karen van Caulil, Lynda W.G. Mason

NOTE: Issues with access to conference call line prevented some Board members from participating. This was reported to the vendor.

Others Participating: Lynne Drawdy, Matt Meyers

Call to Order, Welcome, Roll Call & Introductions: Randy Hartley called the meeting to order at 4:07 p.m. and welcomed those present. There were no new participants, and a quorum was present. :

Approval of September 2015 Minutes: Dr. Pappas moved to approve the minutes as presented; Lynda W.G. Mason seconded the motion. There was no discussion and the minutes were approved.

Approval of September 2015 Treasurer's Report: Lynne reported that the July, August and September Treasurer's reports are being revised and will be presented for approval at the next meeting. Bob Sorenson advised that he has been working with the accountant to clean up the accounts and he ensures that the bank balances reconcile each month.

Old Business:

- Warehouse Update: Lynne reported for Dave Freeman that he received a response from the landlord on October 20. He is reviewing this and will present recommendations to the Board.
- Regional Trauma Agency Pilot: Dr. Pappas advised that he has met with Dave Freeman and they are developing a system in which to plan the work plan. He stated that there are many resources available that outline the requirements for a trauma system, including coordination, quality improvement, and a single standard of care. He stated that a first step will be development of an executive committee comprised of EMS and trauma Medical Directors, and subcommittees for each step in the continuum of care. He stated that his outreach to date has been positive, and he feels that as long the committee does not delve into the financial or quality data for individual agencies, this pilot will be well received. He stated that he hopes to present the committee structure within a few weeks, and reminded the Board that this will be a multi-year project.
- ASPR Coalition Assessment: Lynne apologized for the confusion in the date; the date given by ASPR was not confirmed until early October and then coincided with an exercise scheduled at the Orlando Airport. Captain Paul Link, the project officer for the southeastern states, will meet with CFDMC on Wednesday, October 28, from 1 to 5 p.m., at the EMS Medical Director's Office, 2002A East Michigan Street, Orlando. Captain Link will facilitate the Board in a self-assessment against ASPR requirements. Lynne stated that the output from this assessment will be used to update the strategic plan. All Board members are encouraged to attend. Several Board members advised they will join the meeting when the airport exercise has concluded.
- Bioshield Update: Clint Sperber reminded the Board that during the first week in November, all Region 5 counties will participate in a Bioshield exercise. The level of exercise varies from county to county; for example, Martin County is holding a full-scale exercise. Clint explained that we planned to hold a Coalition tabletop exercise on Friday that week, but many of the county players expressed concern in making this exercise due to their exercise play. Based on that, the exercise was postponed to the afternoon of December 17 following the Coalition meeting in Viera. Clint apologized to Board members

who will be unable to participate on the new date. Lynne advised that a final scheduled of county exercise play will be available next week and will be sent to the Board.

- 2016 Annual Hospital Full-Scale Exercise: Eric Alberts reported that planning continues for the annual full scale hospital exercise, scheduled for March 10, 2016. He stated that 14 hospitals and 500 volunteer victims will participate. He has met with Orange County Public Schools Science and Medical Academy who will participate. Burger King is sponsoring the food. The Coalition will again manage victim volunteers again at Barnett Park.
- Board Nominations Survey: Lynne submitted a survey to the Board for approval, to be sent to all Coalition members seeking nominations for the Board. There are currently six vacancies. Eric Alberts moved to approve the survey, and Doug Healy seconded the motion. There was no discussion and the motion was approved. Lynne will send out the survey to members and will develop a ballot for presentation to the Board, with voting by members scheduled for December.
- Funding Process – Lynne reminded the Board that the special project funding process will begin in November, modeled on the State Homeland Security Grant Program (SHSGP) funding process. She reported that the following Board members have agreed to serve as chairs for these committees:

Hospitals/Health Systems: Eric Alberts
Local Emergency Management / Public Safety: Jim Judge
Local Public Health: Clint Sperber
EMS Providers (Public & Private): Mike Hilliard
Long-Term Care: Eric Mock
Behavioral & Mental Health: Lynda W. G. Mason
Specialty Service Providers: Sheri Blanton
Community Health Centers – Dr. Gervasi

She reported that two committees still need chairs. Doug Healy agreed to chair Support Service Providers, and Dr. Pappas agreed to chair Primary Care Providers. Lynne advised that she and Matt Meyers will support the committees.
to chair

Lynne requested approval to send out a registration link to coalition members asking that they self-select into the funding committee(s). Eric Alberts expressed concern over committee voting, and suggested that committees have an odd number. Dr. Pappas moved that all members of the funding committees be voting members and that there be an odd number of members on each funding committee. Eric Mock seconded the motion. Lynne expressed concern over managing committee membership to ensure an odd number of members and Sheri Blanton also expressed concern. Randy Hartley asked if the committee chair can cast the deciding vote in the event of a tie. Dr. Pappas stated that he did not feel comfortable with putting the chairs in that position. Eric suggested that when voting there should be a quorum present. Dr. Pappas amended his motion to having an odd number of voting members on each committee and requiring a quorum for a vote. Eric seconded the motion. Lynne advised that the funding committees are developing and proposing projects. She stated that in the years she has worked with the SHSGP funding committees, there was little contention at the committee level. Voting is done by the peer review committee which comprises 30% of the project ranking, and the Board, which comprises 70% of the project ranking. Dr. Pappas advised that he feels there are three things which should be considered: 1) how many should be on each committee, 2) do we need quorum for the committee and if so define, and 3) non-participation. Dr. Pappas rescinded his motion. Randy asked Lynne to put together some options for the Board's consideration.

- Approval of ICAR Budget: Lynne presented the budget developed by the four workgroups. Dr. Pappas moved to approve and Karen van Caulil seconded the motion. There was no discussion and

the motion was approved.

New Business:

- Public Health Response to South Carolina Floods. Matt Meyers provided the following information in writing following the Board call:

South Carolina suffered historic flooding in early October. At one point there was concern they may have to evacuate 6 hospitals with a census of 1,040 patients and numerous assisted living facilities. There were also environmental health concerns and potential vaccination needs. Florida coordinated with the South Carolina ESF8 on potential health and medical needs in response to the catastrophic flooding situation they were facing. Our region coordinated hospital bed availability for the potential to receive evacuees from the hospitals. Environmental Health Teams were likely to be a resource they request via EMAC and our EH strike team was stood up with a team of 6. South Carolina potentially needed for active licensed healthcare professions:

Advanced Registered Nurse Practitioner (ARNP)
Registered Nurses (RN's)
Licensed Practical Nurse (LPN)
Medical Assistants
Paramedics

No resources were ever deployed. At this time, South Carolina ESF-8 reached out to Florida and indicated no further resources are needed.

- Draft Board Traffic Light Report: Lynne distributed a draft traffic light report to the Board to provide a dashboard for deliverables and projects. The Board agreed that this was a useful tool. The Board previewed the results from the Coalition's first Everbridge drill. . Of the 173 members registered in Everbridge SERVFL. 54% of members responded within the 12 hour response window; and 3% responded but responded late. The results will be used to educate members in responding and the drills will continue each quarter. Lynne reported that the survey results for the September Coalition meeting showed a 67% satisfaction rate. Comments provided centered around technical difficulties for those on the conference line. This will be addressed prior to the next meeting. The engagement results (likeliness to attend next meeting and likeliness to recommend the coalition to others) were both at 88%.
- Update from Health and Medical Co-Chair Meeting: Clint Sperber reported on the regional health and medical co-chair meeting held last week in Orlando. There are now two co-chairs in each region (one public health and one healthcare). He stated that on the first day the co-chairs looked at a few high levels topics such as funding and regional positions with the overall goal of achieving equity. Clint stated that as of now, funding to the coalitions has not been equitable based population, and there are inconsistencies in regional positions. Lynne reported that on the second day, the group was advised that there is Ebola funding for the coalitions. CFDMC will receive \$110,000. This will be done via contract amendment, and there are several additional deliverables associated with the funding.
- Update from Healthcare Coalition Task Force Meeting: Lynne reported that at the task force meeting, Cindy Dick, the Interim Division Director, advised that her goal is that by next fiscal year, beginning July 1, 2016, all contracts will be rolled into one regional coalition contract, including hospitals, State Medical Response Team, and Medical Reserve Corp. Regions with multiple coalitions will be asked to select one coalition to be the contract agency

Announcements & Upcoming Events:

Eric Alberts reminded the Board that he is hosting an exercise on October 30. Lynne will resend the flyer to the Board.

Other trainings continue to be distributed to members and are posted on the website calendar.

Next Meeting: The next Board call is scheduled for November 17, 2015.

The meeting adjourned at 5 p.m.