



Coalition Meeting Minutes
Thursday, December 17, 2015
DOH-Brevard in Viera or via Webinar

Participants: See sign-in sheets

Welcome & Introductions: Randy Hartley, Board Chair, welcomed attendees, and asked those present and on the phone to introduce him or herself. He thanked members for their participation and stated that as threats continue to grow and evolve, the coalition and its members must continue to be vigilant in preparing for these threats.

Board Election: Randy Hartley previewed the Board ballot (see attached ballot) and recognized the nominees. He asked members present to complete the ballot and place it in the ballot box provided by 10:30 a.m. He asked those on the webinar to email their vote to info@centralfladisaster.org by 10:30 am. He advised that the votes will be tallied and the new Board members announced at the end of the meeting.

Bioshield & Cities Readiness Initiative (CRI): George Mercer provided an overview of the Bioshield program and the recent regional full-scale exercise. Stephanie Anspaugh-Naples provided an introduction to the CRI program (see attached presentation).

Coalition Updates:

- **Everbridge:** Dave Freeman reported the in the second quarter Everbridge drill, the response rate improved from 40% to 65%. He reminded members that Everbridge is the emergency alert notification system used by the state and the coalition. He encouraged members to log onto Everbridge and update the profile so they can easily receive these alerts and respond to the quarterly drills. Members can choose to receive alerts in a variety of ways, including by cell phone and email, so that you can instantly receive and respond to these alerts. Several individuals asked how to get access to Everbridge. Dave reminded those present that this is a member benefit. To get access to Everbridge, simply go to the coalition website (see footer) and click on the Join link, and complete the Charter/Code of Conduct. You will soon after receive an email invitation and instructions to log onto Everbridge and set up your profile.
- **ICAR (Infection Control and Response) Pilot:** Workgroup leads provided updates on the ICAR pilot. Matt Meyers advised that one assessment hospital site visit has been completed and the others are scheduled from February through April. The site visit team members received training on December 14. More than 20 hospitals have signed up for the frontline hospital site visit process and these site visits are being scheduled. Todd Stalbaum advised that a survey has been created for EMS providers to self-assess against CDC guidelines to determine capability to transport patients with highly infectious diseases. Dave Freeman advised that a draft concept of operations has been developed a hospital area command and this will be vetted by the region's hospitals. Lynne Drawdy reported that the coalition has just received a contract amendment with an additional \$110,000 to complete several deliverables to prepare for a highly infectious disease like Ebola. These deliverables include 1) conduct a

gap analysis of services/capabilities of member organizations to identify, isolate, inform, treat and transport Ebola patients including access to PPE and response training and exercises; 2) hold a planning meeting to coordinate duties of member organizations in an outbreak; 3) ensure first responders have access to PPE and prepare a Resource Plan to close gaps in availability of PPE; 4) perform an assessment of member organization's ability to identify, isolate and begin treatment of individuals with highly infectious diseases that have a potential to cause a medical surge, 5) provide a training session to members on the proper methods to identify, isolate, inform and treat suspected or confirmed patients with Ebola; and 6) participate in one HSEEP compliant exercise specific to Ebola.

- **Regional Trauma Agency Pilot:** Dr. Peter Pappas provided an update on the regional trauma agency pilot and previewed the organizational structure for the agency (see attached presentation). He has vetted this through the Florida Committee on Trauma and the EMS Advisor Council, as well as with the region's trauma Medical Directors and program managers. He is in the process of vetting this with the EMS Medical Directors and Chiefs. The next step will be to present at a meeting with all stakeholders. Dave Freeman thanked Dr. Pappas for his leadership in this pilot.
- **2016 Annual Full Scale Exercise:** Eric Alberts reported that planning is underway for the regional hospital exercise, scheduled for March 10, 2016. The exercise scenario is an active shooter at a middle school. Fifteen hospitals are participating along with more than 500 local high school students who will act as victims. There was a discussion regarding the need for a patient tracking system within the region.
- **Other Announcements:**

Dave Freeman reported on the recent national coalition conference. He stated that CFDMC was recognized as a best practice for creating a 501c(3). He stated that a key message from the conference was that coalitions need to focus on sustainability and look for other revenue and funding sources.

Clint Sperber announced that Dave Crowe, the Region 5 Emergency Response Advisory will be on special assignment to a national terrorism group in Washington D.C. for a year, beginning in February.

Todd Stalbaum reported that the region had good results from the HavABed drill during the Bioshield exercise. Todd is the regional EMS system administrator and is available to hospitals to provide technical assistance.

Funding Committee Breakouts: Members self-selected into a funding committee breakout to begin the process to identify gaps, capabilities and propose projects.

Wrap-up:

Randy Hartley advised that the funding committee chairs will be in touch with members early in the new year to continue the process to determine gaps and potential projects. Projects submissions are due February 29, 2016. A peer review committee comprised of one member from each funding committee will vet all projects and vote to prioritize these (this counts for 30% of the final project score). The projects are then presented to the Board for their prioritization (this counts as 70% of the

final project score). The Coalition will then fund prioritized projects until funding is depleted, and will hold unfunded projects until additional funds are received. There was a question if funding will be allocated so that each funding committee will receive funding for at least one project. The process is designed so that projects are prioritized across funding committees.

Randy announced the results of the Board election and introduced the new Board members:

- Wayne Smith, representing Specialty Service Providers and Brevard, Indian River, St. Lucie and Martin Counties
- Alan Harris, representing Emergency Management and Seminole County
- Daniel Harshburger, representing EMS and Martin County
- Aaron Kissler, representing Public Health and Lake County
- Steve Wolfberg, representing Hospitals and Martin and St. Lucie Counties

Randy asked members for suggested topics for the next Coalition meeting, scheduled for March 24, 2016. Suggestions included a CFIX threat picture for the region, and an update on the funding process and projects.

Randy thanked members for participating, and encouraged those present to complete a meeting evaluation. He reminded members that the Coalition tabletop exercise will be held beginning at 1 pm and the Medical Examiner/FEMORS meeting is scheduled for 1 pm in the front conference room.