

May 26, 2017 CFDMC Board Meeting Minutes

Board Members Participating: Eric Alberts, Sheri Blanton, Dave Freeman, Daniel Harshburger, Aaron Kissler, Dr. Pappas, Bob Sorenson, Millie Sorger, Clint Sperber, Karen van Caulil, Lynda W. G Mason, Steve Wolfberg

Other Participants: Lynne Drawdy, Matt Meyers

Call to Order: Karen van Caulil called the meeting to order at 4 pm; a quorum was reached. Karen advised that the Executive Committee with quorum.

Special Action Item – Review & Approval of HCC Grant Proposal: Karen advised that due to several Board members' attending the Governor's Hurricane Conference this week, the Executive Committee provided Board Members who would be unable to participate in today's call the ability to vote via email. She thanked those all who worked over the past few weeks to pull together the five-year work plan and budget proposal for the Coalition. Lynne reported that one small change was made to what was sent out to the Board for review; the line item for the website was reduced and the remaining amount was added for attorney fees. Eric Alberts moved to approve with the change noted; Lynda W. G. Mason seconded the motion. There was no further discussion. Lynne reported that all who responded via email voted to approve, including Bob Sorenson, Dr. Peter Pappas, Dr. Vincent Hsu, Wayne Smith, Jim Judge, Lynda W.G. Mason and Millie Sorger. She noted that Clint Sperber and Aaron Kissler abstained from voting as DOH employees. The Board members participating on the call voted unanimously to approve, and the motion carried. Lynne will submit the proposal on behalf of the Board.

Review & Approval of April 2017 Minutes: Dave Freeman moved to approve the April minutes as submitted and Sheri Blanton seconded the motion. The vote was unanimous to approve and the motion carried.

Approval of March & April 2017 Treasurer's Reports: Bob Sorenson reported that he reconciled and approved the March statement. The April statement has not yet been received. Clint Sperber moved to approve the March Treasurer's Report; Lynda W. G. Mason seconded the motion. The vote was unanimous to approve and the motion carried.

Old Business:

◆May Traffic Light Report: Lynne reported that several projects have been completed over the past month, including the BOLD Planning trainings, and HICS training. She stated that the Region 6 exercise evaluation will take place May 21 – 26.

◆Regional Trauma Advisory Board Update: Dr. Pappas reported that significant progress has been made. He stated that bylaws have been passed and on the next call, scheduled for May 18, the group will begin setting up three subcommittees (for trauma system support, preparedness and a committee to develop the trauma agency). The next meeting is scheduled for July 11 at Clincon. He stated that the Florida Committee on Trauma and other statewide groups are

watching our progress and this effort will be a roadmap for others.

◆Update on April 6 Exercise Concerns: Dave Freeman stated there were many concerns expressed with the exercise. A report documenting these will be prepared and submitted to the East Central Florida Regional Planning Council.

◆SMRT Contract & Warehouse Renovations: Dave Freeman reported the Florida Department of Health has decided to issue a single Request for Proposal (RFP) for the State Medical Response System (SMRS), instead of funding individual teams. The RFP contains only personnel and does not include warehouses or equipment. The SMRS commanders agreed to ask Florida International University, who has been partnering with the teams in South Florida, to apply on behalf of all the teams. We have been notified that the funding for all warehouses will end June 30, 2017. The state is putting together a schedule to pull back state owned equipment and house these in DOH managed warehouses. Dave stated that we will need to look for other funding sources to maintain the warehouse, equipment and our local capabilities. He stated the warehouse has 16,000 square feet, which in addition to the state equipment houses all coalition-owned equipment to support a regional medical assistance team, and equipment housed in space rented by Orange County Health Services and the Red Cross. Dave reported that Orange County has expressed an interest in increasing their footprint in the warehouse, and he will enter into a discussion with Red Cross regarding rent. He stated that he will put together a business plan, including aggressively working to find donors or others to help off-set warehouse costs. He stated that the team provides vital community support in events at Disney, the city, etc. He stated that the SMRT has a small reserve that will offset expenses while we gain needed funding. Dan Harshburger asked if the regional medical assistance equipment is state owned. Dave stated that the state equipment includes the mobile hospital and totes with expendable medical supplies. The regional equipment is similar but has a smaller capability. Dan asked what the rationale was for this decision by the state. Dave stated that he believes DOH feels they could manage this at a lower cost. He stated his concern is that the ODH logisticians do not have the response expertise to manage this. He stated that the potential for this move has been one of the reasons we have been building the regional medical assistance team capability. Dan asked what percentage of the warehouse is occupied by state equipment. Dave stated that he would have to obtain those figures from Dan Niederman. Lynne stated that the DOH email announcing this decision stated that the state would offer some of the caches for local response. Dave said that the coalition will look at what's being offered and take anything that could be used for local response. Eric pointed out that much of the state cache is not useful in response. Karen asked what is needed from the Board. Dave stated that we will need to develop a marketing strategy. Lynne reported that she will be meeting with Channel 6 and their digital marketing expert to gain tips. Karen said that she will assist. Dave stated that FIU has also promised to assist the other teams in partnering with organizations who can provide support.

◆CPR Event – Lynne reported that Dave Dominato has finalized the name for the event: It Only Takes 1! And that we are expecting marketing materials soon. Dave Dominato is also looking at partnering with a breast cancer event that same day which may significantly increase the numbers expected at the CPR event.

New Business:

◆Vendor Presentations: Dave Freeman reported that we have received requests from vendors for time on the coalition agendas to present, in exchange for sponsorships. Eric Alberts suggested that this include a disclaimer that the coalition does not endorse vendors. Dan Harshburger

agreed and stated that we would need to hold vendors accountable for time. Clint, Karen and Lynn will draft a policy for Board approval.

◆June 22 Coalition Member Meeting: Lynne Drawdy will draft the agenda.

◆New logo: The new logo was selected, and Dave asked for approval to purchase marketing materials, such as pop-ups, table signs and table skirts. He will bring designs and costs to the Board.

Announcements & Upcoming Events:

◆Healthcare Coalition Task Force: Dave stated that the next meeting is scheduled for the afternoon of May 31 and the morning of June 1. Clint advised that the health and medical co-chair meeting is the morning of May 31 and he will attend. Matt Meyers will also attend. Dave asked the Board to let him know of any issues he should raise.

◆Dave reported that he presented on the Coalition at the Southeastern Region coalition meeting. Captain Link attended the presentation and comments during the meeting on the amount of activity our coalition is engaged in and pointed out our website as an example of a best practice. Dave stated that he is also doing a presentation on the Coalition at the Governor's Hurricane Conference.

◆Lynda W.G. Mason reported that she attended a Coalition conference in Tampa, with twelve states represented. She stated she feels that we are way ahead of most of the coalitions, in that we are our own entity, and we received recognition for many of the projects we are pursuing. She stated that the big issue is funding. She stated that it was suggested that we might want to make our website more marketing focused to bring donors in. Lynda stated she will share her notes from the conference.

◆Trainings continue to be posted on the Coalition Website Calendar. Dave asked the Board to provide any ideas for new content for the website.

Next Board Call: The next Board call is July 18 at 4 pm.

Adjourn: The call adjourned at 5:01 pm.