

CFDMC Board Minutes
Friday, June 16, 2015

Board Members Participating: Eric Alberts, Sheri Blanton, Dave Freeman, Dr. Mike Gervasi, Randy Hartley, Mike Hilliard, Jim Judge, Dr. Peter Pappas, Clint Sperber, Karen van Caulil, Lynda W.G. Mason

Others Participating: Lynne Drawdy, Matt Meyers

Call to Order, Welcome, Roll Call & Introductions: Randy Hartley called the meeting to order at 4:04 p.m. A quorum was reached.

Review & Approval of May 2015 Minutes: Randy Hartley advised the minutes were previously distributed to the Board. Eric Alberts moved to approve the minutes and Dr. Pappas seconded the motion. There was no discussion and the minutes were approved.

Approval of May 2015 Treasurer's Report: Dave Freeman advised that a balance sheet prepared by the new accountant was previously distributed to the Board. Dave stated that we are working with the accountant to simplify the Coalition's accounts and record-keeping, including moving to one checking and one savings account, while tracking income and expenditures by contract and type. Randy asked about negative depreciation, and Dave stated that this is on vehicles and other large equipment items. Dr. Gervasi moved to approve the report, and Lynda W. G. Mason seconded the motion. Eric Alberts suggested that the simplified report be provided prior to approval. Dave explained the current format and stated that future reports will be simplified. Dr. Gervasi amended his motion to accept the report as is with Dave Freeman's explanation. Lynda seconded the amended motion, which was approved.

Old Business:

- ICAR Pilot Update: Lynne Drawdy advised that six hospitals have confirmed participation in the project, and one additional hospital is pending. The hospitals will be assigned an identifying code number and hospital names will not be used in reporting. The contract amount has been reduced to \$175,000 and we expect the contract in late July or early August. The Coalition has offered to provide travel reimbursement for one representative from each hospital and the Epi Strike Team Leader to attend CDC-sponsored training.
- BioShield Update: Matt Meyers advised that the Coalition hosted a Strategic National Stockpile (SNS) tabletop exercise last fall, and a functional exercise of mass dispensing was held by county health departments last month. The Coalition is planning a full scale exercise in November that will include receipt and distribution of the SNS. An initial planning meeting was recently held. Lynne advised that the exercise will count as the Coalition's fiscal year exercise and also as the five year ASPR qualifying exercise. She stated that the Bureau of Preparedness and Response (BPR) Training and Exercise Unit are providing support for this exercise. An assessment form has been sent to Coalition member to identify member input on how they wish to participate. A follow-up planning meeting is scheduled for July 23, 2015. The Board will be updated on progress in exercise planning.

- State Medical Response System (SMRS) Demonstration: Dave Freeman advised that SMRT and FAST Teams provided a full demonstration of the SMRS capabilities in Tallahassee in early June. SMRT 1 set up the field hospital, SMRT 3 & 4 brought in trucks and trailers, SMRT 5 brought the SMRT COM and command trailer, SMRT 6 & 7 brought tents and other medical surge capabilities, and FAST brought the mobile surgical ward with 12 critical care beds. A tour was provided for Department of Health (DOH) central office staff, including the Chief of Staff and the BPR Chief, the county planners, and other statewide partners. DOH set up the DPC communication package; its purpose is to restore critical function in disabled health departments and includes satellite phones and some data capabilities. SMRT COM provides cross-patching capabilities to enable communications across responder entities regardless of the system used. Dave stated that he felt all were impressed with the SMRS capabilities and that he would like to set up a similar demonstration for the Board and Coalition members, perhaps at the fall BioShield exercise.

New Business:

- 2015-2016 Coalition Contract: Dave advised that we expect the Fiscal Year 2015-2016 Coalition contract soon and details will be shared as soon as it is received.
- Warehouse: Dave advised that the SMRT moved into the current warehouse on Suddath in early 2015. He stated that he has been advised by the owner that an offer to purchase the building and land has been received and they are negotiating to sell. The new owner intends to redevelop this property so if the sale occurs SMRT will have to move. The owner has sent a proposed lease addendum outlining this and offering to assist with moving costs. Dave advised that the Executive Committee approved securing an attorney to review the lease addendum to protect the Coalition's and stated we are in the process of identifying an attorney. Dave stated that the owner indicated the timeline for the sale is near the end of the year so we have a little time for planning. All renovations at the current warehouse have stopped with the exception of installing a SMRT air-conditioner in space used to store delicate medical equipment. Dave will keep the Executive Committee and Board updated on the lease status.

Announcements & Upcoming Events:

- June 18 & 19, 2015 Statewide Healthcare Coalition Task Force meeting: Dave advised that the co-chairs and the Coalitions meet separately on Thursday and the two groups meet together on Friday. Dave will attend on Thursday and Lynne and Matt will attend on Thursday and Friday.
- Dave advised that other events continue to be posted on the website calendar.

Next Meeting: The next Board call is scheduled for Tuesday, July 21 at 4 p.m.

Adjournment: Dr. Pappas moved to adjourn; Eric Alberts seconded the motion, and the meeting adjourned at 4:30 p.m. Randy Hartley thanked all for their participation.