

CFDMC 2017-2018 Traffic Light Report

Updated 8-11-17

Legend: Blue=Completed; Green=On Target;

Yellow = Action Needed; Red=In Jeopardy/Board Action

Project/Deliverable	Due Date / Lead	Status
<b>Coalition Contract Required Tasks</b>		
Submit quarterly deliverables and invoice	15 <sup>th</sup> of month following each quarter Next 10/15/17 Lynne Drawdy	First quarter deliverables/payment mimic last year's first quarter; new contract will go into effect for second quarter and additional dollars will be spready across 3 quarters
Required Task 3.2.1-1: Monitor, track and report performance data/expectations	6/30/18 Lynne Drawdy	Reviewing HPP Performance Measure Implementation Guide
Required Task 3.2.-2: Quarterly HCC meetings	6/30/18 Lynne Drawdy	Board to approve 2018 schedule
Required task 3.2-3: Conduct Coalition RTTP and participate in state TEPW	3/31/18 Matt Meyers & Melanie Black	
Required Task 3.2-4: Monitor and report on NIMS compliance and NIMS Training	6/30/18 Lynne Drawdy	
Required Task 3.2-5: Conduct an annual exercise, using the Coalition Surge Tool Exercise.	6/30/18 Need to identify Exercise Director	
Required Task 3.2-6: 1) Drills for facility status for all Hospitals and other imbed partners twice annually; 2) Provide training and technical assistance as needed.	6/30/18 Matt Meyers	
Required Task 3.2-7: Maintain Coalition Assets in IRMS. Develop logistics policies and procedures and train staff. Input all assets into IRMS. Run quarterly reports and complete annual inventory.	6/30/18 Lead TBD	
Required Task 3.2-8: Submit an annual report of accomplishments against work plan and update work plan for next year	6/30/18 Lynne Drawdy	
Required Task 3.2-9: Submit an annual financial report and update next year's budget to ensure that identified gaps in risk assessment are addressed; report must be approved by coalition board	6/30/18 Lynne Drawdy & Accountant	
Required Task 3.2-10: Coalition representatives attend at least 3 HCCTF meetings each year and participate in all monthly calls	6/30/18 Dave Freeman, Clint Sperber, Lynne Drawdy, Matt Meyers	
Required Task 3.2-11: Conduct annual HVA Assessment and coordinate with local and regional emergency management and local public health to share results	6/30/18 Lead: TBD	
Required Task 3.2-12: Provide line item list of third-party non-federal contributions, including source, amount and value on December 31 and June 30 each year	6/30/18 Lynne Drawdy & Accountant	Developed form and tracking contributions

Required Task 3.2-13: Provide quarterly reports on work plan progress and status of budget/expenditures	15 <sup>th</sup> of month following each quarter Lynne Drawdy	First report is due 10/15/17 (based on FY 2016-2017 contract deliverables). Submitted first deliverable (work plan) 7/15/17.
Required Task 3.2-14: Annual risk assessment including at-risk populations and healthcare system.	6/30/18 Lead: TBD	
Required Task 3.2-15: Test primary and redundant communications systems	Quarterly Lynne Drawdy	
Required Task 3.2.-16: Preparedness Plan - 1) Workgroup with diverse members of healthcare system to identify critical needs in the plan 2) small workgroups to work on components, 3) draft plan and send out for review	4/1/18 Dave Freeman	
<b>2017-2018 Work Plan Projects</b>		
Board Election	12/31/17 Executive Committee	
Governance (two board calls per quarter; participation in state, national conferences; annual update of governance policies, annual strategic plan update)	6/30/18 Board	2018 Schedule
Membership engagement/marketing/fundraising	6/30/18 Board	Updates from meetings re web redesign, branding, fund-raising
CPR Event	12/31/17 Dave Freeman & Lynne Drawdy (with Dave Dominato)	
Training Needs Assessment & Training Plan	6/30/18 Lynne Drawdy	
CMS Projects (9/8/17 exercise & workshops to provide guidance tools, and resources to coalition members to assist in meeting the new CMS rule requirements.	11/15/17 Lynne Drawdy	9/8/17 Operation Protect & Service (community-based exercise); CMS workshops & tabletop
Maintain minimum hospital equipment readiness (replace expiring equipment/equip new hospitals to ensure all region hospitals meet established minimum standards for decon, PPE and fatality management)	6/30/18 Matt Meyers & Hospital Equipment Committee	
Maintain Regional Medical Assistance Team (develop and coordinate the activities of a regional medical assistance team for special events, operations, disasters, and alternate cares sites)	6/30/18 Dave Freeman & Todd Stalbaum	
Patient Tracking System (integrate a patient tracking system into the FL Health Stat system or help develop a system that will function separately to track patients)	6/30/18 Patient Tracking Workgroup	
Develop Regional Trauma Agency Plan (support the Regional Trauma Advisory Board in development of a region trauma agency plan that includes: objectives and an implementation schedule, medical control & accountability, communications, data collection, mutual aid agreements,	6/30/18 Dr. Pappas	

trauma system evaluation and improvement, and public information and education)		
Emerging Infectious Disease Collaborative (develop a plan for a collaborative effort to respond to emerging infectious diseases)	6/30/18 EID Collaborative Workgroup	
Regional Alternate Care Site Plan (hold tabletop in each county)	6/30/18 ACS Workgroup	
Mass Fatality Regional Response plan (develop mutual aid agreements among the Region 5 medical examiners)	6/30/18 Sheri Blanton	
COOP (COOP Workshop and planning software licenses for long-term care facilities and other healthcare entities)	6/30/18 Lynne Drawdy	
Regional Disaster Behavioral Health Response Plan (develop a regional behavioral health response plan including identification of behavioral health liaisons for ESF8 and a BH strike team)	6/30/18 Lynda W.G. Mason & Lynne Drawdy	
Regional Family Assistance Center Response Team (develop a regional response team to quickly set-up and operate a family assistance center, utilizing the regional plan currently under development, including family notification/family reunification capabilities).	6/30/18 FAC Workgroup to be established	
TRAIN (evaluate pilot and plan expansion of TRAIN, a patient triage and evacuation planning tool)	6/30/18 TRAIN Workgroup	
Maintain website	6/30/18 Dave Freeman	
<b>2016-2017 Projects To Be Completed during 2017-2018</b>		
EMS Mega-mover	9/30/17 Lynne Drawdy	Working with vendor on purchasing equipment; anticipate completion within by no later than 9/30/17.
EMS S.A.V.E.	10/30/17 Lynne Drawdy	Working with vendor to schedule classes, anticipate October 2017.
MRC background screening	6/30/18 Lynne Drawdy	Processing invoices as received. Continue project for FY 17-18 with funding designated from FY 16-17.
Pulse AAR/IP: Obtain credentials for co-chairs and other coalition responders	12/31/17 Dave Freeman / Clint Sperber	Submitted BPR project on mobile credentialing process but not funded. Co-Chairs will raise to RDSTF.