

8-20-24 CFDMC Board Meeting Minutes

Board Members in Attendance: Eric Alberts, Lynne Drawdy, Olive Gay, Alan Harris, Dr. Vincent Hsu, Aaron Kissler, Reginald Kornegay, Clint Mecham, Dr. Peter Pappas, Ken Peach, Clint Sperber, Lynda W.G. Mason, Dustin Williams. Note: Christina Proulx attempted to log into the meeting but was unable to access Zoom.

Others in Attendance: Beverly Cook, Matt Meyers,

Call to Order, Welcome, Roll Call & Introductions: Reginald Kornegay called the meeting to order at 4:02 pm and thanked all for their participation. Roll was called and a quorum was reached. He asked new Board member Dustin Williams to introduce himself. Dustin shared his background and experience. Reggie thanked him for joining the Board as the Pharmacy representative.

Approval of May 2024 Board Minutes: Reggie advised that the minutes were sent out with the calendar invitation. Eric Alberts moved to approve the minutes as submitted and Dr. Pappas seconded the motion. There were no objections and the motion carried.

Approval of May, June and July 2024 Treasurer's Reports: Lynda W. G. Mason advised that the three treasurer's reports were attached to the calendar invitation. She shared the Coalition remains in good financial shape. Lynda noted that Truist Bank dropped their interest rate in June from 4.4% to .2%. Lynne contacted them and negotiated a rate of 3.5%. Lynda stated that the Coalition passed the 2023 Single Federal Audit with no findings. The Coalition expressed concerns about the requirement to email financial documents to the state, and the auditors included a recommendation that financial documents not be emailed without encryption. She stated that Region 4 has the same concerns. Regions 4 and 5 are the only two required to have an annual Single Federal Audit. Ken Peach moved to approve all reports as submitted, and Dr. Hsu seconded the motion. There were no objections and the motion carried.

Executive Committee Update: Reggie reported on the July 15th Executive Committee meeting, which includes contract updates, Board member updates, an update on the RMAT warehouse, updates on the IT assessment, and approval of the August Board meeting agenda and the September Coalition meeting agenda. Many of these items will be discussed in detail later in today's agenda.

Old Business:

- **Board Engagement:** Reggie advised that an updated report was attached to the calendar invitation, and Board member engagement remains strong for most. There are a couple with whom we will follow-up.
- **June Meeting Update:** Lynda advised that the survey results were sent with the calendar invitation and demonstrates continued high satisfaction and engagement. An improvement area identified was to continue to get additional people engaged.
- **Issues Board / Traffic Light Report:** Clint Sperber said the updated report was attached to the meeting invitation and includes the new contract tasks and deliverables. He highlighted activities over the past two months. The Coalition has worked with John Corfield with Orlando

Health to send out a series of resources for hospitals, emergency management and schools on family reunification. Clint reported that the second evacuation cache has been placed at Cleveland Clinic Tradition Hospital; the deployment process for these caches has been updated and is on the website. A third and final cache will be placed at AdventHealth Daytona Beach later this year, which will close this HVA gap. Clint advised that the Coalition has submitted projects to both UASI and SHSGP to re-kin the tents in the alternate care site caches. We also submitted a UASI project to sustain EMResource.

- **Regional Medical Assistance Team (RMAT) Updates:** Eric advised that we received notice from Orange County that we must move out of the warehouse by November 15th. We have been unable to find a property in the metro Orlando area within our budget. The contingency plan is to move into the Lake Square Mall space. This space is not optimal as it has no air conditioning or restrooms, but it will allow us an additional year to try to find other space. The team commander will do an inventory of equipment during the move to identify gaps. Once we have that, the team's missions can be updated and the team will put together a flyer with their capabilities and a request form for community events. Eric advised that all vehicles have been rehabbed and are in good shape. We are still expecting the response trailer from the state within the next few months.
- **Contract Update:** Reggie reported that the Coalition signed a one-year contract with the state with the deliverables the same as the last contract. He advised that the new federal guidance has been released and the state is working on a contract amendment which we should receive in October. The new guidance includes a focus on cyber security, workforce assessment, and healthcare system downtime.
- **Strategic Plan Update:** Lynne Drawdy reminded the Board that at the May retreat, we extended the strategic plan for a year and agreed to incorporate new objectives to address issues identified in the SWOT. An updated plan was sent out with the calendar invitation. The new objectives include increasing engagement with EMS and emergency management and assessing the new ASPR requirements to identify and plan for gaps. Ken stated that there is a lot going on with healthcare workforce retention, including increased CMS workforce payments, and use of community health workers. Ken will share recent articles on these. Lynne advised that ASPR is also putting an emphasis on strategic planning. Eric made a motion to approve the Strategic Plan as submitted and Lynda seconded the motion. There were no objections and the motion carried.
- **Sanford Air Show After Action Report (AAR):** Eric reported that the RMAT set up an alternate care site in support of the Sanford Air Show in April. The AAR was sent to the Board for review and approval. Lynne stated that this event allowed the new deputy team commander to step into the team commander role. Alan Harris moved to approve the AAR as submitted and Dustin seconded the motion. There were no objections and the motion carried.

New Business:

- **Board Appointments:** Reggie advised that two resumes were sent out with the meeting invitation. One is for Molly Ferguson as a replacement for Georgianne Kirk who has left Community Health Centers, Inc. Lynne advised that Molly has been a very engaged Coalition member. Ken moved to appoint Molly to the board and Olive Gaye seconded the motion. There were no objections and the motion carried. The second is a replacement for the mass fatality representative as Dr. Zydwicz is unable to participate. Lynne advised that we reached

out to all the medical examiner offices in the region and Mike Szczepanski from Brevard Medical Examiner's office volunteered. Lynne advised that Mike has Sheri Blanton's endorsement. Alan moved to approve Mike's appointment to the board and Lynda seconded the motion. There were no objections and the motion carried

- **September Coalition Meeting:** Clint Sperber said the meeting agenda was sent out with the calendar invitation. The meeting will be at the Martin EOC with a comprehensive agenda.
- **December Conference:** Eric reported that the conference planning team has begun planning for the December 3rd training sessions and the December 4th conference. The conference theme is 'A Culture of Resilience'. Valencia is not available on this date and we are looking at Seminole State College. He reviewed potential topics and stated that a save the date will be sent out in September and the agenda and registration should open in early October. We are hoping to encourage more to participate in person this year.
- **National Preparedness Conference:** Lynne advised that the national conference will be in Orlando on December 10 – 12. Information on the conference was previously sent to the Board. Lynne said that she will attend and asked if any Board members want to attend. Lynda and Olive both would like to attend, and Reggie stated that if he is not traveling, he would like to attend at least one day. Lynne will make reservations and pay the registration fees.
- **Budget Amendment:** Lynne asked for Board approval for several budget amendments, including \$575 for Matt Meyers to attend a Juvare conference in Orlando and adding the additional Board members attending the national preparedness conference. Lynne reported that our region led a statewide effort to draft a Memo of Understanding among all Florida Healthcare Coalitions. During this discussion, the issue of worker's compensation came up and it was agreed that every coalition would cover their employees. Lynne asked for approval to add worker's compensation coverage for Coalition employees, at a cost of approximately \$365 per employee per year. There will be a budget reduction in IT due to our partnership with TechSoup. For example, for a small administrative fee, we can get significant savings on software such as Zoom and Constant Contact. The state has stated that this is allowable and Constant Contact as examples. The state says it is allowed. Lynne stated that the additional costs will be offset from the warehouse rent not used in July, August and September. Eric moved to approve these budget amendments, and Dr. Hsu seconded the motion. There was no opposition and the motion carried. Lynne will send the amended budget to the state for approval.

Board Member Updates/Announcements:

- Clint Meacham announced that Jim Judge will be retiring November 1st. Lynne has his recognition plaque and will get this to him.
- Dustin Williams shared that as of the first of the year, a new drug supply chain law passed, allowing Florida to import drugs manufactured in Canada.
- Eric Alberts stated that COVID is still around and Monkey Pox cases are creeping up. He stated that there is a lot of growth in healthcare, with new hospitals and free standing emergency departments coming online. He stated that the OneBlood event highlighted critical supply chain issues. Hospitals are also focusing on hurricane season preparedness.

- Ken Peach said he read recently about the issue of rising fire risks in parking garages caused by electric vehicles and lithium batteries, so inspections of sprinklers is key. He also shared information he read about hospital flooding and went over the response and the issues that cascaded from this. Lynne said the September Member meeting will have a speaker regarding risks with lithium batteries and we have a speaker regarding hospital flooding scheduled at the December Conference.
- Aaron Kissler mentioned the health assessment in the strategic plan and stated that he has a community health needs assessment group that meets, including public health and hospitals. We may be able to collaborate or include this information in our health assessment. Lynne said we are waiting to hear from ASPR as to what is required in the assessment and she will note this opportunity.
- Clint Sperber advised that the Florida Department of Health has five program councils, one focused on preparedness. He stated that the group has decided to realign the public health regions with the new DEM regions. They will fill the new regional positions through attrition. This will not impact the Coalition's region.
- Olive Gaye said they have been working with shut-ins and working on diseases popping up.
- Dr. Hsu said they have been screening patients to identify potential Money Pox cases. He stated that COVID rates are on the way down in Florida.
- Lynne reminded the Board that we are hosting a Crisis Leadership Course on Thursday at ORMC focusing on Dallas Ebola case study. She thanked the Board for their support.

Next Meeting: October 22 at 4 p.m.

The meeting adjourned at 5:00 p.m.