

12-20-22 CFDMC Board Notes

Board Members Participating: Eric Alberts, Sheri Blanton, Lynne Drawdy, Alan Harris, Dr. Vincent Hsu (proxy), Jim Judge, Georganna Kirk, Chief Chris Kammel, Aaron Kissler, Reginald Kornegay, Kenneth Peach, Christina Proulx, Wayne Smith, Clint Sperber, Lynda W.G. Mason

Others Participating: Beverly Cook, Matt Meyers

Call to Order, Welcome & Roll Call: Eric Alberts welcomed the group and called the meeting to order at 4:04 pm. Roll was taken, and 14 voting members were present for a quorum. Eric noted that this is the last meeting he will be chairing as Reggie Kornegay will take over as Board Chair in January.

Approval of 10/18/22 Board Minutes: Eric advised that the October minutes were sent out with the calendar invitation. Reggie made a motion to approve; seconded by Georganna Kirk. There was no further discussion or opposition and the motion carried.

Approval of September, October and November 2022 Treasurer's Reports: Lynda W. G. Mason advised that she has reviewed these reports. Lynda reviewed the treasurer's reports against the bank statements and there are no issues or anomalies in any of the reports. Lynda reviewed each report with the Board and stated that the Coalition is in sound financial shape. Lynne said that under the new state contract we must submit documentation for all expenditures to the state monthly. This strengthens our financial accountability. Alan Harris made a motion to approve; the motion was seconded by Ken Peach. There was no further discussion or opposition and the motion carried.

Executive Committee Update: Eric advised that the Executive Committee met on November 21st. He reviewed all of the items discussed at the meeting, including approval of the September minutes, a review of the marketing pilot, discussion of the December conference planning, approving the December Board agenda and approving the 2023 schedule for the executive committee. Eric advised that the next Executive Committee meeting is January 23, 2023 at 4:00 p.m.

Old Business:

- **Traffic Light Update:** Lynne advised the updated report was attached to the calendar invitation. Highlights include that our Coalition is leading the effort statewide to develop a Radiation Annex. The draft has been finalized by the committee which included local subject matter experts. This will be sent to all members for review. Our Coalition will also host the statewide Radiation tabletop exercise, scheduled for May. The Board and other stakeholders will be invited to attend. We also are making progress in the priority HVA gap of family reunification. The pediatric workgroup and family assistance workgroup have partnered and we have scheduled a pediatric surge tabletop exercise for hospitals and other partners that will include reunification. Functional drills on reunification are being planned across the regions on reunification in May or early June. We are also continuing to focus on standardizing the use of EMResource across the region. Matt has done a wonderful job of bringing on users and we are now over 3,000. We are putting together a steering committee with representatives from each county and discipline to develop protocols regarding EMResource use.
- **Board Engagement:** Eric advised that an update was sent out with the calendar invitation which highlights engagement by Board members. Eric stated that most Board members are very active, but we have had a resignation from one member. Lynne stated that one of our deliverables is on sustainability and having a strong and committed Board is one of our greatest strengths. She thanked the Board for their leadership and support.

- **Marketing Update:** Clint reminded the Board that the marketing report was attached to the calendar invitation. He reviewed the data on the Facebook campaigns for the most recent two-week period and advised that for each data there is an explanation underneath and if you click on the link it will take you to a YouTube video that explains the data. He stated that Page 6 provides recommendations. He pointed out that the campaign has led to a 700% increase in followers, from 63 to 513. Clint asked all Board members to review and provide insights or comments to the Board or Lynne. Clint advised that we will receive additional reports and a final summary report for the marketing pilot. Eric stated this is valuable data. He asked when we will receive data from LinkedIn. Lynne advised that we had a slow start with LinkedIn but will have that report soon.
- **December Coalition Meeting:** Reggie stated the conference was outstanding and had great presentations. We will have participant feedback soon from the survey which he hopes will echo that. Reggie stated that our goal was to have 200 registered and 100 attending, with three sponsors at \$500 each. The final data shows 113 registrations and 90 in attendance (65 in person and 25 virtually). We had two sponsors at \$500 each. There was a high no-show rate. He stated that we were slightly over budget for food; with the two sponsors and \$800 in Panera gift cards we spent approximately \$300 from unrestricted Coalition funds on food. All other costs, such as printing and training, were in an allowable Coalition project. Lynda said she attended both the pre-training and the conference and added her kudos as she felt this was the best conference yet.

New Business:

- **HVA:** Lynne reported that the HVA update is due to the state on January 15 and includes new contract requirements. The contract does not require Board approval but does require input from members. She stated that we have collected data from the regional THIRA/SPR process, from the county HVAs, from the public health PHRATs in each county, from facility HVAs and from a survey sent to all members. She apologized for not having the draft HVA ready for today's meeting and asked the Board for permission to send out the draft by the end of the month to the Board and all members for review and input. The Board agreed.
- **2023-24 Vice Chair:** Reggie advised we are looking for a Board member to step into the Vice Chair role. The Vice Chair serves a two-year term and then steps into the Chair role for two years. Reggie said that it was his honor to serve as Vice Chair and he advised that this is not an overly taxing role in terms of time. He asked any Board member interested to let him or Lynne know. Eric said that this succession process is important to the success of the Coalition and encouraged Board members to consider stepping up. Lynda asked if there is a formal process. Lynne stated that we typically solicit volunteers, and the Board confirms. Lynne promised that it is not a big time committee and simply adds a one-hour meeting in the off Board meeting months. Lynda said that she also served as Vice Chair and agreed with Reggie and Lynne that will not be onerous. Clint said that he cannot serve as Chair as he is a health and medical co-chair, but he will make a nomination. Chief Kammel said he would like more information on this, and he will consider it. Lynne will provide that information, and this will be pended until the February Board meeting.
- **2023 Board Meeting Schedule:** Reggie said intent is to keep same schedule as 2022, with the only change moving to a webinar. This is less expensive, and allows us to share documents, and there is still a conference call option. Lynda moved to approve the 2023 schedule and Alan seconded the motion. There was no further discussion or opposition and the motion carried. Lynne will send out calendar invitations.

- **ASPR Sustainability Assessment January 25 – 9:30 to 11 am:** Lynne said that a federal focus is sustainability of coalitions. Our Coalition volunteered to be the first Coalition to undergo an assessment as this supports one of our strategic objectives. Captain Paul Link will be here on the morning of January 25 to conduct the assessment. He requires that the Executive Committee attend, and all Board members will be invited. There will be a face-to-face and virtual option.
- **Board Resignation:** Lynne said Susan Saleeb, Pharmacy representative, has stated that although she supports the Coalition, she is too busy to participate, and she has resigned from the Board. Lynne stated that she is reaching out to get recommendations for a Pharmacy representative and will present these to the Board. She stated that we have one additional vacancy and asked whether we should focus on a home health agency representative or someone representing vulnerable populations. The Board agreed that we need a home health agency representative. Lynne will secure recommendations for presentation to the Board. As these are to fill resignations, we do not have to wait until the formal nominations/elections process in late 2023.

Report-outs by Discipline/Open Forum:

- **Hospitals:** Eric said flu and COVID are trending up and RSV is trending down. He stated that the hospitals are getting ready for the cold weather. Reggie echoed this. Christina said hospitals are providing some information to Lee County and she will reach out to Clint on this. She stated that her hospitals are preparing for the full-scale exercise and three county exercises.
- **Emergency Management:** Alan stated they had a regional emergency management meeting last week. Most counties in the region are dealing with hurricane recovery and are preparing for the cold weather coming in this weekend. He stated that all of the airports have exercises coming up, and we have a rail exercise coming up. Jim Judge stated they are preparing for shelters during the cold weather, and they are experiencing difficulty in getting law enforcement support. He stated they are still working on hurricane activities. Jim advised the county has split his department in two, with Fire, EMS and emergency management in one department. He stated that he will be advertising a new emergency management director later this week.
- **EMS:** Chief Kammel stated he had no updates. Eric congratulated Chief Kammel on the 2022 Leader of the Year award.
- **Public Health:** Aaron Kissler advised that the county health departments have received some public health infrastructure funding from CDC, mostly in short-term projects. He stated they are still working on flu and COVID vaccinations. Clint said they are seeing increases in ED visits. There have been ten flu outbreaks statewide this week.
- **Emerging Infectious Diseases:** Lynne reported that the EID Collaborative met and updated the Ebola PPE guidance; this has been sent to hospitals and posted on the website. Hospitals are reviewing their Ebola protocols.
- **Medical Examiner:** Sheri Blanton said she has no updates.
- **Business/Community:** Ken said the business community is focusing on climate risks, including impacts on shareholder value, the environmental impact to comply with regulations, and relocating to sites with less exposure. Eric mentioned that the Coalition's Climate Change workgroup has just begun to meet, and Ken stated that he will join this group.

- **Dialysis:** Wayne Smith stated that he has no updates.
- **Disaster Behavioral Health:** Lynda said Northland Continues to meet monthly and they have lost some of their disaster team members. She stated that the Florida Crisis Response Team has rescheduled the advanced training interrupted by the hurricane and has scheduled basic training in Orlando in January. Lynne sent out that training announcement. She stated that the Mental Health First Aid training provided at the conference was good training for organizations to offer to their staff and she recommended this. Lynne said that mental health and responder wellness continues to be a national crisis and a priority. She stated that Florida Hospital Association is engaged in looking at this and we expect more information and resources to come from FHA.
- **Community Health Centers:** Georganne said they are concentrating on COVID and flu vaccines.

Next Meeting: February 21, 2023 at 4 pm

Adjournment: Eric thanked the Board members for their leadership, and thanked the Coalition staff for all they do. Board members wished each other Happy Holidays! The meeting adjourned at 4:57 pm.

10-18-22 CFDMC Board Minutes

Board Members Participating: Michael Adams, Eric Alberts, Sheri Blanton, Lynne Drawdy, Dr. Vincent Hsu (proxy), Jim Judge, Georganna Kirk, Chief Chris Kammel, Aaron Kissler, Reginald Kornegay, Kenneth Peach (proxy), Christina Proulx, Chief Aaron Rhodes, Susan Saleeb, Wayne Smith, Clint Sperber, Lynda W.G. Mason

Others Participating: Beverly Cook, Matt Meyers

Call to Order, Welcome, Roll Call: Eric Alberts welcomed the group and called the meeting to order at 4:01 p.m. He thanked everyone for attending despite their busy schedules. Roll was called and a quorum was reached.

Approval of 8/16/22 Board Minutes: Eric advised that the August minutes were sent out with the calendar invitation. Jim Judge moved to approve the minutes as submitted and Aaron Rhodes seconded the motion. There was no discussion or opposition and the motion carried.

Approval of July and August 2022 Treasurer's Reports: Lynda W. G. Mason advised that she has reviewed and approved these reports. The Coalition remains in very good financial standing. Jim moved to approve the reports as submitted and Reggie Kornegay seconded the motion. There was no further discussion or opposition and the motion carried.

Executive Committee Update: Eric advised that the Executive Committee met on September 19 and approved the August minutes. The committee reviewed the cyber survey results and noted that there was a good cyber presentation at the September Coalition meeting. He advised that the marketing pilot, focused on using social media will begin in October, and ads will be coming out on Facebook and LinkedIn that the Board can share. Eric stated that the conference planning team has been meeting and preparations for the December conference are underway. We are still confirming some speakers. Eric stated that the group discussed the member and leader of the year process which will be presented to the Board today. Reggie reported on participation and response to Hurricane Fiona and an NDMS exercise being planned for Region 4. The next Executive Committee call is scheduled for November 21.

Old Business:

- **Traffic Light Update:** Reggie advised that all Quarter 1 deliverables have been submitted and approved by DOH. The report was sent out to the Board.
- **Board Engagement:** Eric advised that an update was sent out which highlights the engagement by Board members. He thanked all for their support.
- **Marketing Update:** Lynne stated that we have been working with IDX for several weeks to update the Coalition's Facebook and LinkedIn accounts. Ads targeting healthcare and response leaders will begin later this month. We will receive data on reach, frequency and conversions (interest in joining the Coalition).

- **September Coalition Meeting:** Reggie stated that the meeting was very informative and there were great presentations on cyber security, nursing staffing shortages, recruitment and retention strategies, and updates to The Joint Commission standards. He stated that there was good feedback on the meeting and the survey results were shared with the Board. Eric stated that he heard good things about the meeting and thanked Reggie for chairing the meeting.
- **Region 5 Medical Examiners MOU:** Sheri Blanton reported that we have been working on getting an MOU signed by the region's medical examiner offices since February 2017. This has never been done in the state before. She stated that as of now, four of the five ME offices have signed the MOU and she is working on getting a signature from the new ME in Brevard County. The MOU will allow the region's medical examiners to support each other in an event that does not have a declaration and resources such as FEMORS available. The MOU will allow them to provide equipment and personnel to other offices. Sheri thanked Lynne for assistance with the MOU language and the Orange County attorney. Lynne stated that this is a huge accomplishment. In applying for federal grants, one of the areas where we lose points is lack of MOUs. Eric applauded Sheri for her leadership in this.

Clint Sperber advised that he heard there were two DMORTs deployed to Florida in response to Hurricane Ian. Lynne stated that FEMORS deployed, and we loaned them two of our portable morgues. She stated that there were also two DMAT teams deployed, but she was unaware of a DMORT deployed to Florida. Sheri verified this. She stated that they are still receiving death information from the Southwest Medical Examiner offices, including direct and indirect deaths. She stated that in Region 5, all deaths were indirect.

New Business:

- **Contract Amendment/Budget Revision Approval:** Lynne reported that DOH is distributing carryover dollars to the Coalitions and we will receive an additional \$68,602.40 this year, which must be tied to a project that impacts a gap identified in our HVA. We will receive a new contract that adds these dollars and the HVA requirement, along with some contract language clean-up. She stated that the Family Assistance Center Workgroup and Pediatric Workgroup are working together to address reunification as a gap and suggested that these dollars be put into the Other budget category with a new project for training, tabletops and exercises related to family assistance and pediatric surge. If all of the funding is not used for that purpose, Lynne will bring a proposed amendment back to the Board for approval. A revised budget amendment reflecting this suggestion was sent out to the Board with the calendar invitation. Christina Proulx moved to approve the budget amendment as submitted and Lynda seconded the motion. Eric asked if there were any discussion or opposition and there was none. The motion carried.
- **Member/Leader of Year Process:** Clint advised that requests for nominations for the 2022 Member of the Year and Leader of the Year were sent out on September 20, and the

nomination period closes October 20. The Member of the Year nominations will be sent out to the Board for a vote, and the Executive Committee will vote on the Leader of the Year. These awards will be presented at the December conference.

- **December Annual Conference:** Eric stated that he hopes all Board members can attend, and reviewed the pre-conference trainings (including HICS, MHFA, COOP, CEMP and SKYWARN) and the conference agenda (including presentations on Hurricane Ian response in Southwest Florida, climate change, active assailants, emerging infectious diseases) and mini-training breakouts (including stress first aid, a tabletop, lessons learned from Region 5 Hurricane Ian response, a National Weather Service safety briefing and burn training), . Lynne advised that the agenda at-a-glance and registration link will be sent out on Wednesday. Lunch will be provided and there will be door prizes throughout the day. Most sessions will also be available virtually.

Report-outs by Discipline/Open Forum:

- **Nursing Homes:** Michael Adams advised that some nursing homes are still dealing with the impact from the hurricane. He stated that his facility fared well, and overall communication was good with daily calls with Florida Hospital Association and AHCA.
- **Hospitals:** Eric stated that many hospitals had some sort of water intrusion but overall most recovered quickly. He stated hospitals are still dealing with COVID and Monkeypox and have begun preparing for the re-emergence of Ebola. Christina stated her hospitals did well and were not heavily impacted. They did receive some patients from the west coast, and it was exciting to see the hospitals in the region stand up, respond, and assist south Florida, focusing on patient needs, families, first responders and behavioral health. She said there were some great news stories about hospital care packages and assistance with housing.
- **Emergency Management:** Jim stated that emergency management offices are still responding to flooding across Osceola, Seminole, Lake and Volusia Counties. He stated that Volusia County shut down their last shelter yesterday. The beaches were hit very hard, and some homes are at risk without corrective action. Eric thanked Jim and the other emergency managers within the region for the leadership and support in this event.
- **EMS:** Chief Kammel stated that the south end of the region was not hit hard; there were some rain issues, but they are doing well. Chief Rhodes stated that they are settling down and the task force is back on. He stated they have a good relationship with Division of Emergency Management and deployed resources to the State EOC and logistics center. He stated that the Central Florida response to the hurricane and to the west coast was phenomenal.
- **FQHC:** Georganna Kirk stated that the region's FQHCs did well with minimal damage at her site. She stated that they are helping sister centers in Ft. Myers.
- **DOH:** Aaron Kissler stated that the CHDs are also getting back to regular business. Lake County did not have a lot of damage but there are a couple of facilities still struggling. Clint advised that the Treasure Coast fared well. He stated that post storm they have deployed

eight employees to assist Environmental Health and shelters in the impacted area. He stated that he is meeting with them Friday to thank them for this work and to hear their lessons learned. Clint advised that the state is in the process of rolling-out Naloxone.

- **VA:** Reggie offered his appreciation for the enormous amount of work that went into the response to Hurricane Ian. He stated the VA had to evacuate a facility in Pinellas County and have valuable lessons learned about evacuation planning and coordination. He stated that some facilities are not up to full operations but are providing some services.
- **Dialysis:** Wayne Smith stated that dialysis centers fared well. There were a few clinics with flooding, and they have learned a lot from that.
- **Pharmacy:** No report
- **Disaster Behavioral Health:** Lynda stated that crisis training in September was cut short to get people home to prepare; this will be completed in January. She stated that the Northland disaster team just returned from Pine Island and that the area was devastated. The building the team was staying in had a roof collapse and so they had to return. Northland will be deploying another team. The Florida Crisis Response Team has also deployed teams.
- **Coalition:** Lynne advised that the Coalition submitted a UASI project to sustain the Juvare products when the FHA grant ends. She stated that EMResource ranked high and should receive funding. e-ICS did not score as high and may not be funded. Lynne thanked Eric and Alan Harris for their support of these projects. EMTrack was taken off the table as we have never been able to test this. She stated that the state is working on a statewide patient tracking solution. We have also submitted a project for SHSGP funding for a new truck for the regional medical assistance team. She thanked Chief Rhodes for his support of the truck project. There is a meeting in November to rank these projects and she will let the Board know how this project fares. She stated that the Coalition has sent out a survey to capture lessons learned from Hurricane Ian.

Next Meeting: December 20, 2022 at 4 pm

Adjournment: The meeting adjourned at 5:00 pm

8-16-22 CFDMC Board Minutes

Board Members Participating: Michael Adams, Eric Alberts, Sheri Blanton, Lynne Drawdy, Dr. Vincent Hsu, Georganna Kirk, Chris Kammel, Aaron Kissler, Reggie Kornegay, Dr. Peter Pappas, Ken Peach, Christina Proulx, Aaron Rhodes, Susan Saleeb, Clint Sperber, Lynda D.W.G. Mason

Others Participating: Beverly Cook, Matt Meyers

Call to Order, Welcome, Roll Call & Introduction of Michael Adams: Eric Alberts welcomed all and called meeting to order at 4 pm. Roll was called and a quorum was reached. Eric welcomed Michael Adams to the Board. Michael is a licensed nursing home administrator in Brevard County and has experience in evacuating facilities several times. Michael stated that he is happy to serve.

Approval of June 2022 Board Minutes: Eric advised the minutes were previously distributed. Ken Peach moved to approve the minutes as submitted; Reggie Kornegay seconded the motion. There was no discussion or opposition, and the motion carried.

Approval of June 2022 Treasurer's Report: Lynda D. W. G. Mason stated that the June treasurer's report was previously distributed. She said all is in order and we are in good shape. There is no July report yet, but it will be ready for the next meeting. She has reviewed and approved the report. Eric confirmed what they are approving is the June report, not July. Aaron Rhodes made a motion to approve the June report; Reggie seconded the motion. There was no further discussion or opposition and the motion carried.

Executive Committee Update: Eric said the August 1 meeting discussions included approving the previous minutes, an update to the 2022-23 scorecard, and several topics that are on today's agenda. The next meeting is September 19 at 4:00 pm.

Old Business:

Contract Update: Lynne reported we received the final payment from previous contract, and we have executed the new contract.

Surplus: Lynda said the Coalition has a surplus of approximately \$356,000; however, our bylaws require we keep at least six months operating capital or approximately \$100,000 in reserve. This means the Coalition has approximately \$256,000 in unrestricted funds. Most of this surplus came from savings from the 2014 – 2017 contracts; some is from interest and donations. Lynda noted that the regional medical assistance team has \$204,000 that they earned during the IMT deployment to the state; this money is used to fund things the grant can't cover, such as vehicle expenses including insurance and repairs. Lynda advised that the surplus funding is protected by FDIC insurance and there is no downside to having this surplus. Lynne advised that other coalitions do not have a reserve and she heard that several coalitions had to delay payroll over the past month until the final state check was received. This surplus could help to sustain coalition activities in the loss of federal funding. The Board members discussed and agreed to leave the surplus. If a need arises that cannot be met by state funding, the Board can decide to utilize this funding.

Traffic Light Update: Reggie advised we are on track with all contract requirements and went over the items due in the next 30-60 days. Ken asked if it possible to sort the report by due date so that the Board could quickly see what is

coming up next. Reggie agreed. Lynne stated that she can sort the first page traffic light report by due date but would prefer to keep the project report in its current state as it makes it easier to translate this into the state quarterly report.

Board Engagement: Eric advised the updated report was sent out with the calendar notice. He reported that one Board member was consistently not meeting attendance requirements outlined in the governance policies. Both Eric and Lynne reached out to this Board member; he did not respond and has now been removed from the Board. Eric stated this leaves a Board vacancy. Lynne advised that we have a new contract deliverable regarding addressing the needs of vulnerable populations and she will bring recommendations for someone who can assist with this. Clint suggested reaching out to Dr. Karch, the new county health officer as he may have recommendations. Clint stated that he met Dr. Karch at the recent county health officers meeting and he is interested in the Coalition.

Proclamation for National Preparedness Month: Clint said September is National Preparedness Month and a proclamation was drafted by Lynne that went out to all County EMs. He said Alan Harris has invited Coalition to attend the proclamation presentation in Seminole County.

Marketing Proposal: Eric said there was discussion at the Board retreat in May regarding utilizing social media to increase awareness of the Coalition. The Board approved a \$5,000 marketing budget for this year, and Ken introduced a marketing company that he has used, IDX. IDX made a proposal for a two-month campaign, focusing on Facebook and LinkedIn ads. These ads will target healthcare and executives and will provide data on reach. Lynne stated that an unspoken benefit is that this will teach us how to better utilize social media. Ken stated that IDX has worked with One Blood for several years and he has also used them for a vaccine hesitancy campaign. Because he recommended IDX, Ken stated that he would recuse himself from voting on this issue. Sherry asked about utilizing Facebook and Lynne advised that IDX provided data that showed that Facebook and LinkedIn were the two primary social media vehicles for our target audience. Dr. Hsu agreed and stated that young people don't use Facebook, but professionals use both. Sheri said that she supports trying this approach. Dr. Hsu asked if we obtained any other proposals and Lynne stated that this is the only company we reached out to, based on Ken's recommendation. She stated that about one-third of the cost is ad fees. Reggie moved to approve the pilot as submitted in the proposal, and Dr. Hsu seconded the motion. There was no further discussion or opposition and the motion carried. Ken noted that he abstained from voting to avoid a conflict of interest.

New Business:

September Coalition Meeting Agenda: Eric advised the draft agenda was attached to the calendar invite. The meeting is scheduled September 15 from 9 am to noon and will be virtual. Reggie will lead the meeting as Eric will be unavailable. Clint stated that he is glad that we are having a presentation by the Board of Nursing on recruitment/retention. Lynne advised that the Board of Nursing has not responded to our requests. We also reached out to a healthcare organization who is best in class in employee retention, but they have also not responded. If we cannot confirm a speaker, we will include a panel of nursing directors from within the region to discuss challenges and strategies. Ken advised that he has a contact at UCF who completed a nurse shortage plan in 2015 and has since updated this. Lynne will follow-up with Ken to reach out to this contact. Eric asked that we include information on the marketing campaign and National Preparedness Month and Lynne agreed this will be included in the coalition updates.

Board Report-outs by Discipline:

Eric stated that Orlando Health is watching Monkeypox, the tropics, and staffing continues to be a big issue. He stated there has been an increase in violence, including a recent shooting in Orlando with six victims. They are also concerned with climate change and the impact on the health system, including temperature increases and flooding.

Michael stated that nursing homes are still dealing with COVID. He stated that testing supplies such as re-agents are sometimes not readily available. The facilities on the coast are also watching the tropics.

Sheri advised that they are one signature away from having a Memorandum of Agreement among the region's medical examiners. Lynne advised that this is a major accomplishment and applauded Sheri for her leadership. The Board congratulated Sheri.

Dr. Hsu stated that AdventHealth is seeing the same issues as other hospitals. He stated that emerging infectious diseases are on the rise, including a new virus in China. He stated that it is important that we keep the hospitals prepared and identify the common preparedness issues among these, such as PPE, communication with public health, etc.

Chief Kammel stated that he has no updates.

Georgianne Kirk stated that the federally qualified healthcare centers are continuing to provide COVID vaccines and are targeting the six months to 4-year-old age group.

Susan Saleeb stated that she has no updates.

Clint Sperber stated that public health is working with hospitals and other medical providers to educate and share information on Monkeypox. He stated that Dr. Cho, the Pinellas Health Officer, was recently named as the DOH Medical Director. Dr. Cho is an infectious disease provider. There are currently 1,250 cases of Monkeypox in Florida, including all nine counties in the region. He stated that 99% of these are MSM (males having sex with males) population, with just a few infants. He stated that we are in Phase 3, and the priority is vaccinating high-risk individuals. Treatment is also available. Dr. Hsu said it is important that we remember the lessons we learned in COVID. Clint stated that he will share Dr. Hsu's contact information with Dr. Cho. Aaron Kissler stated that he had no additional updates.

Reggie stated that he has no major updates. He stated that he has returned to a position that covers the entire region; this will hopefully not impact the Coalition.

Ken advised that he will be attending the upcoming Florida Healthcare Alliance meeting and will provide updates from that meeting.

Christina Proulx stated that it is a good point to make sure that lessons learned from COVID are applied to Monkeypox. Cleveland Clinic is working on an active shooter exercise and will be joining in other exercises.

Chief Rhodes stated that we are gaining traction in a lot of coalition projects, such as ensuring that hazmat and other alerts are sent out. He stated that there is a need for incident command training for fire/EMS and law enforcement. Lynne advised that the Coalition has funding for this and asked that he share the needs. He stated that the state grant season is in full swing. The ambu-bus project is underway, and they are working through issues such as cost increases and buildout time.

Lynne reported that the region now has over 3,000 Juvare users. Manny Soto worked with the Coalition to get Orlando Police Department on board so that they can send out BOLOs and alerts.

Lynda advised that St. Pete College is providing an advanced behavioral health course on September 30th at the Seminole EOC. She recently attended an excellent virtual training on trauma and the brain, and she emphasized that it is

important to remember that trauma impacts not just the body, but also the mind and spirit. She stated that additional behavioral health trainings are becoming available.

Open Forum: No issue was raised.

Next Meeting: October 18, 2022

Adjournment: Eric thanked Board members for their participation. The meeting adjourned at 4:58 p.m.

6-21-22 CFDMC Board Minutes

Board Members Participating: Michael Adams, Eric Alberts, Sheri Blanton, Lynne Drawdy, Alan Harris, Dr. Vincent Hsu, Jim Judge, Georganna Kirk, Chris Kammel, Aaron Kissler, Reggie Kornegay, Dr. Peter Pappas, Ken Peach (proxy to Eric Alberts), Aaron Rhodes, Wayne Smith, Clint Sperber (proxy to Eric Alberts), Lynda D.W.G. Mason

Others Participating: Beverly Cook, Matt Meyers, Michelle Rud

Call to Order, Welcome, Roll Call & Introductions: Eric Alberts welcomed all and called meeting to order at 4 pm. Roll was called and a quorum was reached. Eric welcomed Jim Judge back to Board. Eric welcomed Michael Adams, a new Board member representing long-term care. Michael stated that he has been a licensed nursing home administrator in Florida since 1998 and has had experience in evacuating facilities five times. He stated that he is happy to bring long-term care expertise to the Board and is exciting about serving on the Board.

Approval of May 24, 2022 Board Minutes: Eric advised the minutes were previously distributed. Sheri Blanton moved to approve the minutes as submitted; Jim Judge seconded the motion. There was no discussion or opposition and the motion carried.

Approval of May 2022 Treasurer's Report: Lynda W. G. Mason stated that the May treasurer's report was previously distributed. She reviewed and approved this and stated that the Coalition is in good financial standing. She reported that the Coalition passed the 2021 Single Federal Audit with no deficiencies. She stated that we have resolved the issues of a monthly charge for no transactions with two banks for the time being. Lynda stated that Ken Peach provided an introduction to PNC Bank, and they will make a proposal to the Coalition. Any changes to the banks will be brought to the Board for approval. Sheri moved to approve the May treasurer's report and Georganna Kirk seconded the motion. There was no further discussion or opposition and the motion carried.

Old Business:

Final FY 21-22 Traffic Light Update: Reggie advised that the updated report was sent to the Board, and we are on track with all items, and most will be discussed during today's meeting.

2021-2022 Scorecard: Eric advised that this is not a requirement, but helps us monitor the coalition overall. We are green in almost all performance indicators. We need to continue to work on engaging leaders.

2022-2024 Strategic Plan: Eric reminded the Board that during the May retreat, the Board reviewed the SWOT analysis and identified strategic priorities. He stated that a small workgroup, including himself, Dr. Hsu and Ken Peach, met to draft strategic objectives, strategies and leads. This draft was sent out to the Board for review. Reggie moved to approve the strategic plan, and Dr. Hsu seconded the motion. Reggie suggested that all Board members identify actions they can support. There was no further discussion or opposition and the motion carried.

Lynne stated that there were two actions remaining from the previous strategic plan: an elevator speech that Board members can use in promoting the Coalition (this was just sent to the Board), and we are working with county emergency management offices on a proclamation for National Preparedness Month in September.

Board Engagement: Eric advised that an update was distributed to the Board. He stated that it is critical that Board members are engaged, and most are but there are some who have not been participating. Following discussion at the May retreat, Lynne reached out to these Board members and left messages but has not had a response. Eric stated that the Governance policies state that Board members who miss a certain number of meetings can be dismissed from the Board and he recommended that these members be removed. Dr. Pappas agreed but stated that we need a policy. He suggested that an email be sent with a response deadline. Eric will send an email and Reggie stated that he will also reach out. A two week response deadline will be given. Aaron Rhodes made a motion to send the email and if there is no response by the deadline, to thank them for their service and then recruit new representatives. Lynda seconded the motion. There was no opposition and the motion carried.

2022-2024 Contract Update: Lynne apologized for the large number of documents sent to the Board for approval; these are the end of the year deliverables based on the current contract with 44 tasks. The coalitions received the draft contract deliverables for the new contract in June and the number of tasks were cut in half, but the tasks contain a lot of detailed requirements. She stated that the coalitions were only given six days to review the draft contract and create a detailed two-year budget. She wrote to the state expressing concerns with the deadline and the level of detail required in the tasks. We expect to sign the new contract by July 1. Lynne advised that the Coalition received a \$109,000 annual increase in the new contract, and last week the amount was adjusted to include an additional \$110.

New Business:

Approval of Deliverables. These were previously distributed to the Board and were quickly reviewed, including:

- **2022-2023 Work Plan and Budget:** The Board approved the draft work plan and budget in May. These have been updated to align to the new contract requirements, and will be translated into the format required by DOH. The budget has been submitted to and approved by the state and was distributed to Board members. The budget categories have changed this year and the hospital equipment project is broken out between equipment costing \$5,000 or more, and supplies (less than \$5,000). Eric asked if the budget included the pay increase approved in May and Lynne stated that it includes a 3% increase for herself, Matt Meyers, Beverly Cook and Dr. Pappas. Dan Niederman will no longer receive a stipend but will be paid as a W9 contractor. Chief Kammel asked if this has been approved by the state and Lynne advised that it has. Chief Kammel moved to approve these, and Chief Rhodes seconded the motion. There was no further discussion or opposition and the motion carried.

- **Governance Policies.** Lynne advised that changes are highlighted in red font on the document distributed. There were no changes to the bylaws, just updates to employment policies. Georganna Kirk moved to approve as submitted and Lynda seconded the motion. There was no discussion or opposition and the motion carried.
- **After Action Reports:** Lynne previewed the after action reports for the alternate care site at the Sanford-Orlando Air show, the 2021-22 COVID AAR, the family assistance center and disaster behavioral health strike team participation in the Daytona Airport exercise, the FIDTN exercise, and the full-scale regional medical surge exercise AAR. Reggie moved to approve all AARs as submitted; and Aaron Rhodes seconded the motion. There was no further discussion or opposition and the motion carried.
- **New Plans:** The Crisis Standards of Care guidance document was created by a diverse member workgroup and sent out for a 30-day review period by all members, with comments incorporated into the final document. Reggie moved to approve the plan as submitted and Jim seconded the motion. There was no further discussion or opposition and the motion carried.
- **Plan/Report Updates:** The following plans had minor updates and were sent out for a 30-day review period: COOP, HVA/JRA, Preparedness Plan, Operations Plan, Infectious Disease Annex, Supply Chain Mitigation Strategy, Family Assistance Center Plan, Alternate Care Site Logistics Plan, Fatality Management Plan, Continuity of Healthcare Service Delivery Plan, Pediatric Annex, Disaster Behavioral Health Plan. Additional plans were updated as required by contract, including the Training Plan, Marketing Plan, End of Year Report, Hospital Equipment Report, and RMAT Report. Dr. Pappas moved to approve all as submitted; Reggie seconded the motion. There was no further discussion or opposition and the motion carried.

Exception to Hospital Minimum Equipment List: Lynne reminded the Board that there is a minimum hospital equipment list, containing decontamination and infectious disease response equipment and supplies, approved by the Board. The hospital equipment project is based on the approved list, and funding priorities are new hospitals and replacing expired equipment. Because of the number of new hospitals coming online, this project has been under-funded for several years and the Board has moved all unused funding to this project at the end of each fiscal year for the past five years. She stated that we have had a request from a hospital to purchase a piece of equipment that is not on the approved list. The request is for a trailer to store decon equipment. The hospital purchased a trailer many years ago using HPP funding directly to the hospital, but the hospital has grown from 150 beds to more than 350 beds and the trailer no longer accommodates all the decon equipment. Lynne expressed concern over looking at special project requests without a process and suggested that we create a special projects list under hospital equipment, and if funding is available, the hospital committee can prioritize and recommending funding to the Board. Sheri suggested a regional cache of body storage equipment be considered, similar to what was purchased for specific hospitals last year. Lynne explained that although the portable morgues and ventilators that were purchased last year are located at hospitals, all equipment purchased by the coalition is covered under the equipment policy which states that unless the equipment is in use, it is deployable as needed in an emergency. Alan Harris made a motion to place this item on a special projects list to be considered as funding becomes available; Jim Judge seconded the motion. Michelle Rud stated that she understands the priorities and just wanted to ensure this request was not lost. Lynne explained

that every May, we look at unused funding in each category and prioritize where these funds should go, and this would be when we review the special projects listing. There was no further discussion or opposition and the motion carried.

Board Report-outs by Discipline: There were no new reports.

Open Forum: No issues were raised.

Next Meeting: August 16, 2022

5/24/22 Board Meeting & Retreat Minutes

Participants: Eric Alberts, Sheri Blanton, Lynne Drawdy, Dr. Vincent Hsu, Jim Judge, Reginald Kornegay, Ken Peach, Wayne Smith, Clint Sperber, Lynda W. G. Mason

Alan Harris Christina Proulx and Susan Saleeb gave their proxy to Eric Alberts

Chief Chris Kammel and Chief Aaron Rhodes attempted to log in but were unable to access the webinar.

Call to Order, Welcome, Roll Call & Introductions: Eric Alberts called the meeting to order at 8:48 am and welcomed Jim Judge back as a Board member. A quorum was reached.

Approval of February Minutes: Eric advised that the February minutes were previously sent to the Board. Ken Peach moved to approve as submitted; Lynda W. G. Mason seconded the motion. There was no discussion or opposition and the motion carried.

Approval of Treasurer's Reports (January, February, March & April 2022): Lynda W. G. Mason advised that these were previously sent to the Board; she approved these reports and asked if there were any questions. Sheri Blanton moved to approve the reports as submitted and Reggie Kornegay seconded the motion. There was no discussion or opposition and the motion carried.

Lynne Drawdy advised that we have savings accounts at two banks for FDIC protection. We have been notified that because we make no transactions in these accounts, the banks will begin charging a monthly fee. We may need to move these accounts to another bank. Ken suggested PNC and will provide information to Lynne. Lynne will explore options and bring these to the Executive Committee.

The group discussed possibilities for using funding. Clint suggested that each discipline identify a priority project or two for discussion. The group also discussed regional capabilities vs. individual projects. Reggie suggested leadership training, and Lynda suggested disaster behavioral health training. Lynne stated that we will close out the fiscal year on June 30 and she can provide an exact figure of our reserves at that time.

Executive Committee Update: Eric provided a summary of the May Executive Committee meeting, including approval of the minutes. Updates were provided on three recent exercises. The regional Family Assistance Center team played in the March Daytona International Airport exercise. Lynda W. G. Mason stated that the team did an excellent job. The team completed a hotwash and will use that to update the regional plan. The airport is holding its after action meeting on June 3. The Florida Infectious Disease Transportation Network exercise was held in March. AdventHealth East played as a hospital receiving an Ebola patient, and demonstrated the frontline hospital capability to identify, isolate, inform, treat and prepare to transfer a patient. The FIDTN team from Orlando Fire Department transported the patient to the Orlando Executive Airport. This was a state exercise, and we are awaiting the after action report from the state. Dr. Hsu stated that the hospital learned many lessons during the exercise. The exercise was videotaped, and this was shared with all employees, with other hospitals and has been posted to the Coalition website. Eric advised that on April 21, the regional full-scale medical surge exercise was held; the first in three years. He stated that preparing for the exercise was extremely valuable, and we gathered massive learnings from the exercise. He stated that threats continue to grow, and these exercises are critical in maintaining our capability to

respond. Eric stated that under new business, the Executive Committee reviewed and approved the agendas for the May Board retreat, the June Board meeting and the June Coalition member meeting.

Eric advised that the Executive Committee also dealt with an issue regarding a vendor with whom we have had some ethical issues. Lynne will contact our attorney regarding sending a letter to the vendor.

Reggie gave an update on the NDMS agreements. There is movement to increase the reimbursement to up to 125% of the Medicaid reimbursement rate and they are exploring the concept of regional agreements. Reggie will keep the hospitals and Board updated on this issue.

Old Business:

- Communications Pilot Update: Clint Sperber reported that Florida Hospital Association has granted a one year extension to the region's Juvare pilot, through April 2023. Clint provided the background on the pilot, which allows us to capture and share essential elements of information during a response, and provided an overview of the Juvare products we are piloting, including e-ICS (a hospital event management software), EMResource (provides bed availability and alerts), EMTrack (patient tracking) and Juvare Exchange (a GIS system). Clint advised that there were originally 153 users on the system as Orange County EMS uses EMResource; we are currently at over 900 users across the region. He stated that the Coalition and FHA have worked with hospitals and county emergency management to roll out trainings. Since the initial county level training and two hospital super user trainings, we have provided 40 additional training sessions to groups and individual users. The system capabilities include providing BOLOs and alerts, and an assessment of facility capacity and status; these are all useful to emergency management, EMS and hospitals in managing an event. We exercise all of the platforms except EMTrack during the April full scale exercise, sending out event notices and BOLOS to hospitals and for hospitals to update their bed availability status. The extension of the pilot will allow us to fully implement and demonstrate the results of all of these products.
- Traffic Light Update: The updated traffic light report was previously distributed to the Board. Lynne advised that we are on track to successfully complete all deliverables this year. Details for each project are included in the traffic light report.
- 2018-2022 Strategic Plan: Reggie provided a status report on each objective in the current strategic plan; this was previously distributed to the board. Sustainability continues to be a key issue. Lynne will provide a draft of a Board elevator speech and a draft proclamation for National Preparedness Month in September at the June Board meeting. The Board agreed that we need to leverage social media in branding the Coalition. Ken Peach will provide a contact for a company that may assist. We also need to recruit Coalition members to assist.
- Board Engagement: Eric Alberts advised that the Board Engagement update was sent out; he stated that some Board members are not participating. The group reviewed the bylaws

regarding Board requirements. Clint suggested that Lynne reach out to those who have not been participating by phone to see if they are still interested in serving. If they continue to be inactive, the Executive Committee will take action.

- Pay Raise Proposal: Staff were excused for the Board discussion on a pay increase proposal previously sent out to the Board; this included research of other coalitions and a proposed 2% annual increase based on satisfactory performance for full-time employees. The Board reviewed the proposal and recommended a change to an annual increase range between 2% and 5% based on satisfactory performance. Lynda moved to approve the recommendation and Sheri seconded the motion. There was no further discussion or opposition and the motion carried. Eric advised that the Board recommended a 3% increase for the two full-time employees effective July 1, 2022. Reggie moved to approve the 3% increase and Ken seconded the motion. There was no further discussion or opposition and the motion carried. Eric stated that the Board agreed that Lynne should research not-for-profit executive director salaries for future consideration. He stated that the Board also wants a pay incentive plan for part-time and stipend employees and asked that the plan be reviewed by the accountant to ensure it meets legal requirements and brought to the Executive Committee for approval.

New Business:

- Change to FY 21-22 Budget: A proposal to revise the FY 21-22 budget was previously distributed to the Board. Lynne suggested that unused funding in all categories be moved to the medical surge equipment category, which is chronically underfunded as new hospitals come online. This will still leave a deficit in the equipment category, but we hope to catch up next year as we do not expect any new hospitals to open during the coming fiscal year. Board Discussion - Ken moved to approve the revisions as proposed; Dr. Hsu seconded the motion. There was no further discussion or opposition and the motion carried.
- Capabilities Review: The self-assessment was previously distributed to the Board. The Board reviewed the rating for each capability and objective. After discussion, the Board identified actions needed for developing strategies to protect healthcare information systems and networks. These include sending out a survey to members asking what mitigating factors they have put into place, and using the data to develop recommendations, and checking with FHA to see if there are any workshops or tabletops in which members can participate. Sheri moved to approve the self-assessment and Reggie seconded the motion. There was no further motion or opposition and the motion carried.
- 2022-2024 Strategic Plan: The Board reviewed the themes from the Board SWOT Analysis and member input from the HVA/JRA/Gap Analysis which had previously been distributed. Dr. Hsu and Clint advocated for including climate change and the group agreed. There was consensus on the SWOT themes, including climate change, and on the strategic priorities. Eric Alberts, Dr. Hsu and Ken Peach volunteered to serve on a group to draft strategic objectives, for presentation to the Board on June 21.
- Approval of FY 2022-2023 & 2023-2024 Annual Work Plan and Budget: The draft was previously sent out for Board review. Lynne advised that this is a draft, and we may need to make changes based on the contract deliverables when received. The Board reviewed each

project and made recommendations (see updated draft work plan and budget). Sheri asked about PPE fit-testing. This project was offered under the FHA grant, and we did not get a good response during the pandemic but will offer again. Dr. Hsu moved to approve the revised work plan and budget; Lynda seconded the motion. There was no further discussion or opposition and the motion carried.

- June Coalition Meeting: The agenda for the June meeting was reviewed and approved.
- Approval of New Board Member: Lynne advised that she asked the Florida Healthcare Association for recommendations for a new long-term care board member. She stated that Michael Jett Adams is a nursing home administrator in Brevard County. He has agreed to serve. Ken moved to approve Mr. Adams as a Board member, and Sheri seconded the motion. Lynne will obtain and send the Board his bio.

Next Meeting: June 15 at 4 p.m.

Adjourn: The meeting adjourned at 12:40 pm

2-22-22 CFDMC Board Minutes

Board Members Participating: Eric Alberts (with proxies from Dr. Hsu and Lynda W.G. Mason who may be late), Sheri Blanton, Lynne Drawdy, Alan Harris (proxy from Helene Wetherington), Georganna Kirk, Chris Kammel, Reggie Kornegay, Bob McPartlan, Dr. Peter Pappas, Ken Peach, Christina Proulx, Aaron Rhodes, Wayne Smith, Clint Sperber, Jose Valcourt, Lynda W.G. Mason

Others Participating: Matt Meyers, Nick Pachota

Call to Order & Roll Call: Eric Alberts called the meeting to order at 4:01 pm and welcomed all. Roll was called and a quorum was reached.

Approval of December 2021 Board Minutes: Eric Alberts advised the December minutes were previously distributed via the calendar invitation. Sheri Blanton moved to approve the minutes as submitted; Chief Rhodes seconded the motion. There was no discussion or opposition and the motion carried.

Approval of Treasurer's Reports (November & December 2021): Lynne advised that Lynda W. G. Mason approved both reports; these were previously distributed to the Board. Sheri moved to approve both reports as submitted and Georganna Kirk and Chief Rhodes both seconded the motion. There was no discussion or opposition and the motion carried.

Executive Committee Update: Eric advised that the Executive Committee met in January and reviewed the results from the conference. He stated that all other items discussed are included as agenda items for discussion at today's Board meeting.

Old Business:

Team Presentation: Eric introduced Nick Pachota, team commander. Nick Pachota presented a status report on the team's current state and his plans for the future (see attached presentation). His priorities are onboarding team members (including an orientation, standardized training and a mentorship program), credentialing and culling the list to those ready to deploy; update the team missions; equipment (including surplus outdated equipment and filling gaps such as tents); a team warehouse (we cannot access the current warehouse without an Orange County employee present); a fleet maintenance plan; and restructuring the contract position (we need logisticians vs. administrative officer). He is working on an immediate and long-term plan and budget for these priorities and will present that during the Board retreat. He provided an overview of the team's deployment under state missions for COVID, and advised that the team's deployment under the FDEM purchase order brought in more than \$155,000 in funding for the team. He stated that he was very proud of the team that deployed, and this has been submitted as a best practice by the state. Brought in more than \$155,000 to team funds. Very proud of the team that deployed. Submitted by the state to feds as a best practice. Eric thanked Nick for the presentation.

Traffic Light Update: Lynne advised that we are on track to meet all contract deliverables. Highlights from the traffic light are captured on today's agenda. Eric thanked Lynne and the coalition team for continuing to achieve compliance with the state contract requirements.

Burn Annex & AAR: Lynne advised this is a new contract deliverable. Matt Meyers advised that the draft plan was sent out to stakeholders for review and a tabletop was held in December to vet the plan. The draft after action report identified the region's strengths and opportunities. Lynne asked for Board approval of both the annex and the tabletop. Chief Rhodes moved to approve both as submitted and Reggie Kornegay seconded the motion. There was no discussion or opposition and the motion carried.

MRSE Exercise: Lynne advised that there is a new federal requirement that we have an exercise that demonstrates the ability to surge 20% of staffed beds across the region in five bed types. She stated that this would be a huge challenge for the hospitals. For example, a large hospital might request 100 live victim volunteers to come into the emergency department in the exercise; but in the federal requirement we might need to send in 200 victim volunteers, which could overwhelm the hospitals as they are also providing patient care. Lynne advised that we presented a plan to our federal partners which has been approved. In the April exercise, we will allow hospitals to request the number of victims needed as they have in the past, and we will utilize the regional trauma coordination center to handle the rest of the required 20% surge, including identifying a level of care needed, a bed placement, and a transportation asset for each. This will allow us to meet all of our exercise objectives.

Communications Pilot: Lynne advised that we also plan to exercise the Juvare communication products during the April exercise. Matt advised that we have added a Juvare page to the Coalition website with information and resources on the pilot, including training and the practice sessions. Matt provided a quick demonstration of each product. We will work with hospitals on the automatic data upload patch which will provide real-time bed availability data. We are also working to pilot EMTrack, a new patient tracking system and will test this during the April exercise.

Clint asked who can have a regional view, and Matt advised each user can set their view preferences. Lynne advised that Matt is monitoring the biweekly practice sessions and will reach out to key stakeholders who are not using the system to make sure they have access and are comfortable with the products prior to the exercise.

Stress First Aid: Lynne advised that we will launch this new one-hour training, which has been endorsed by the AMA, at the March 17 meeting. We are putting together a statewide group for a train-the-trainer program so that we can sustain this training.

Board Engagement: Eric advised that an update for 2022 was distributed to the Board.

New Logo with Slogan: Lynne reported that the logo has been updated with the new slogan and we will use this for marketing, and to mark all equipment purchased by the Coalition.

2021 Accomplishments: Lynne reported that the 2021 accomplishments have been added to the website. These accomplishments highlight the extraordinary work of the Board and our members.

New Business:

Pay Plan: Lynne advised that the Executive Committee requested the development of a pay plan for Coalition employees. Lynne researched other coalitions and like organizations and drafted a pay plan policy. Eric stated that this was reviewed by the Executive Committee and has been distributed to the Board. Eric suggested that the Board review and be prepared to vote on this at the upcoming Board retreat.

March FAC/DBH Exercise: Lynne advised that we have a contract deliverable to exercise the family assistance (FAC) plan, and to exercise the disaster behavioral health (DBH) strike team. We were offered the opportunity to do both during the Daytona International Airport exercise. In that exercise, we will deploy our family assistance center response team and the Florida Crisis Response Team to provide behavioral health support. The exercise is scheduled for March 18. We will use lessons learned from this to update both the FAC and DBH plan.

FIDTN Exercise: Lynne advised that we have a contract deliverable to exercise our Ebola plan with the Florida Infection Disease Transportation Network (FIDTN). We are working with the state on this exercise, which will be held March 24. AdventHealth East will play as the frontline hospital (meeting the CDC criteria to identify, isolate, inform, treat and transport). They will pass the patient to the FIDTN team from Orlando Fire Department, who will transport the patient to the Orlando Executive Airport for simulated transport to the treatment center in Atlanta. Dave Freeman is acting as the patient. Lessons learned will be shared with the Coalition's Emerging Infectious Disease Collaborative, all hospitals, and will be used to update our infectious disease plan.

March 2021 Member Meeting Agenda: Lynne previously sent out a draft agenda for the meeting, and asked for approval to hold the meeting virtually. Chief Kammel moved to hold the meeting virtually and approve the draft agenda, and Ken Peach seconded the motion. There was no further discussion or opposition and the motion carried.

Board Report-outs by Discipline: There were no reports.

Open Forum: Reggie thanked the Coalition for sponsoring the March Certified Healthcare Emergency Coordinator (CHEC) training and the emergency management for healthcare training this summer. He stated these trainings are of great benefit to the hospitals. Christina Proulx asked about the difference between CHEP and CHEC. Eric explained they are both healthcare certification courses, one for emergency professional and one for emergency coordinator; both are needed for hospital certifications. Lynne advised that the Coalition sponsors both trainings.

Next Meeting: Lynne advised that we the Coalitions are working with the state on contract issues. The state has proposed moving to a cost reimbursement contract instead of a fixed fee contract which we currently have. This adds an additional administrative workload for the Coalition and

causes issues with the Coalition having to spend money up front and wait for reimbursement. All of the Coalition has protested this and asked the state to reconsider. Once we have an answer, we will need to develop a new two-year work plan and detailed budget. Lynne expressed concern over preparing this in a short period of time, particularly with the workload due to the April regional hospital exercise. She asked the Board for approval to move the Board Retreat to May. Chief Kammel moved to move the Board retreat to May and Reggie seconded the motion. There was no further discussion or opposition and the motion carried. Lynne will reach out to Board members on a date in May.

The meeting adjourned at 5:03 p.m.