

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credentialing and culling the list to those ready to deploy; update the team missions; equipment (including surplus outdated equipment and filling gaps such as tents); a team warehouse (we cannot access the current warehouse without an Orange County employee present); a fleet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.