

2-21-23 CFDMC Board Minutes

Board Members Participating: Eric Alberts, Sheri Blanton, Lynne Drawdy, Alan Harris, Dr. Vincent Hsu, Jim Judge, Aaron Kissler, Reginald Kornegay, Kenneth Peach, Christina Proulx, Wayne Smith, Clint Sperber, Lynda W.G. Mason
Aaron Rhodes provided a proxy to Eric Alberts

Others Participating: Beverly Cook, Matt Meyers

Call to Order, Welcome & Roll Call: Reggie welcomed everyone and called the meeting to order at 4:02 p.m. stating he knows the current situation is demanding a lot of time in the healthcare spectrum with COVID variants, an active flu season, etc. so he appreciates Board members taking time to support our activities. A quorum was achieved.

Approval of 12/20/22 Board Minutes: Reggie advised that the December minutes were sent out with the calendar invitation. There were no corrections or additions to the minutes. Lynda W. G. Mason made a motion to approve; Sheri seconded. There was no further discussion or opposition and the motion carried.

Approval of Treasurer's Reports (December 2022 & January 2023): Lynda said reports were sent with the calendar invitation. We are in good shape and accounts are in order, expenditures were approved as necessary. The Coalition continues to be in good financial standing and is receiving payments on time. Lynne said the balance may be misleading because we have gotten two quarters of payments to date and haven't spent all of these yet. Lynda said Lynne and the team were doing an excellent job. Ken Peach moved to approve both reports; Alan Harris seconded the motion. There was no further discussion or opposition and the motion carried.

Executive Committee Update: Reggie said the Executive Committee met on January 23 and key items discussed were the report from the marketing pilot, discussion on board vacancies, and the conference survey results. All of these will be discussed later in the agenda. Reggie advised that the Amazon Smiles program is ending but we will continue to seek avenues for donations.

Old Business:

- **Traffic Light Update:** Lynne noted that the updated report was sent with the calendar invitation. She advised that all second quarter deliverables were submitted and approved. The three major deliverables for this quarter are the new radiation plan, and updates to the preparedness plan and response plan which are on the agenda for approval. A pediatric tabletop will be held on February 24, and we are planning for the full scale regional medical surge exercise on April 20. We are also leading a statewide radiation tabletop on May 17; a flyer with a registration link for that exercise is forthcoming.
- **Board Engagement:** Reggie shared the closeout for 2022 as well as the new 2023 sheet were sent out with the calendar invitation. He stated he knows how important time is, and expressed appreciation to the Board for all they do that keeps the Coalition strong.
- **ASPR Site Visit:** Eric said on January 25th Captain Paul Link from ASPR conducted a site visit with the Coalition. Notes from this visit were sent out with the calendar invitation and we will receive a formal report from Captain Link. The site visit focus was on our documents, sustainability and response. Eric reported that Captain feels the Coalition is one of the best amongst his 62 coalitions in the Southeast U.S. and one of the top in the nation. Eric stated this is a huge accolade to the Coalition staff, Board and members. Captain Link did a documentation review of the by-laws, charter, etc. and rated them as very strong. He asked for the member letter and survey. He also reminded us that the Coalition cannot accrue interest on HPP funds. He suggested we look at social

media and Eric reminded the Board about the social media pilot, and stated that there is a new social media committee. Captain Link advised that we cannot use HPP funds for marketing, but can pay recruitment. Captain Link is encouraging all coalitions to make sure that all plans are ready by July 1. He stated that we can explore partnerships with for-profit organizations for sustainability. Captain Link stated that our strategic plan is one of the best he has seen and he will use our work plan and traffic light report as a best practice. Captain Link suggested that all Florida coalitions band together for training and exercises to get the best price. Captain Link also suggested we use a QR code for recruitment, which we have added. We discussed that we do regional projects vs. individual projects, and Captain Link asked for a couple of the hospital minimum readiness equipment. We discussed plans for sustainability and will be looking at a model that Ken Peach is implementing. Ken suggested that we get the Coalition on the community profile list. Captain Link recommended that we streamline our plans. The Coalition needs to demonstrate how strong a response partner we are and said North Carolina does a good job with this. We discussed the regional team and the issue with finding warehouse space and securing a new truck. Captain Link suggested that we add gaps to the Board elevator speech. The group discussion EMResource as valuable response tool. He asked what we felt were our best practices and we listed leadership, diversity and engagement of the Board, and provided examples of the Board leading projects, such as the EID Collaborative, the Trauma Advisory Committees, exercise planning team, etc. The Coalition is transparent and accountable and focuses on partner engagement. Captain Link cited the engagement survey as a best practice. Challenges identified include keeping members engaged, the state bureaucracy, duplicate inventory systems, and the need for evacuation equipment. Eric gave kudos to Lynne, Matt, Bev and the Board.

- **Marketing Update:** Eric said IDX completed the marketing campaign and while a number of great messages were sent and we increased the number of followers on Facebook and LinkedIn, this did not add any new members to the coalition. He stated that we learned a lot but felt that we can continue this on our own. A new social media committee has been formed. Eric will take the lead on LinkedIn messaging and Addison Hassell will take the lead on Facebook. Two messages have already gone out. Eric asked that Board members re-post, share or comment on these. Wayne Smith said he has not seen these messages and Lynne will resend the link to the Coalition's Facebook and LinkedIn to the Board.
- **December Conference Results:** Lynda said the Coalition sent out a satisfaction survey and got back good information; the results were sent out to the Board. She shared that all sessions had a high satisfaction rate except the cyber security presentation, which had technical issues. Suggestions included more face-to-face meetings for networking. Lynda said that overall, the conference was very successful and we look forward to next year's conference.
- **Regional 2022 Hurricane Season AAR:** Clint Sperber reported that the draft was sent out to the Board. The information was gathered from a member survey and during a session at the conference. He stated that the Coalition provided situational awareness through situation reports, and the hurricane webpage. The Coalition reviewed mission requests to the state, and there were no unmet needs we could feel. The coalition responded to several member requests. Clint reviewed the strengths and opportunities and actions identified. The Board approved the report as submitted.

New Business:

- **2022 Accomplishments:** Lynne sent out a draft report to the Board. This will be posted to the website.

- **Board Appointments:** Reggie reported there were no volunteers for the Vice Chair. He stated that some have expressed concerns about time, and he advised that this is not a big time commitment. He stated that Eric Alberts has volunteered to step in if no one else can. Reggie asked if anyone is interested to please contact him or Lynne.

Reggie advised that we have secured a representative for home health. Olive Gay's bio was provided to the Board. She owns a home health agency in our region and serves on the board of the Florida home health association. Clint moved to appoint Olive Gay as a Board member; Lynda seconded the motion. There was no further discussion or opposition and the motion carried. Lynne advised that we have a potential Pharmacy board representative; Erin Mullin has been part of the regional medical assistance team for many years and was a pharmacy subject matter expert for the state for 20 years. She currently works for ASPR and is awaiting approval by ASPR to serve on the Board.

March Coalition Member Agenda: Eric said the next member meeting is March 16th from 9 am to noon at the Bill Posey Center in Viera. He reviewed the agenda; this has been sent out to members and posted on the website.

- **MGT-312 – Senior Officials Workshop for All-Hazards Preparedness:** Clint said that engaging executives is a strategic objective. He stated that this TEEX workshop has been scheduled for May 11th and Lynne will provide a flyer. We need at least 25 attendees and Clint asked Board members to send the invitation to at least five senior officials in your network.
- **Approval of Radiation Annex & Exercise:** The draft plan was sent out for member review. Lynne stated that although Captain Link asked that we streamline the plans, there is an ASPR template that we are required to use which makes the plan lengthy. Ken moved to approve the plan and Sheri Blanton seconded the motion. There was no further discussion or opposition and the motion carried. Lynne advised that the exercise is scheduled for May 17th and a flyer with a registration link will be sent out to all members.
- **Approval of Annual Update to Preparedness and Response Plans:** Lynne advised that these were updated using the federal templates and were sent out for member review. Dr. Hsu suggested that all abbreviations be clarified; Lynne will correct. Dr. Hsu moved to approve these plans and Lynda seconded the motion. There was no further discussion and the motion carried.
- **Budget Amendment for HVA Gap Funds:** Lynne explained that in December the Board approved a budget amendment for an additional \$68,000+ in carry over money that must be used to address an HVA gap with a plan to use the dollars to fund a couple of family reunification exercises. Lynne stated that we have since learned that the entire amount must be spent on an HVA gap and cannot be used for any other projects. WE also learned that the vendor we wanted is out of our price range. Lynne recommended that the funding be moved to fill the HVA gap of evacuation equipment. She reminded the Board that MedSled did a regional assessment several years ago and the price tag for equipping all hospitals to the minimum level would be over \$7 million. She advised that we could use this funding to purchase a small movable cache in the metro Orlando area and we could next year build out a cache in the north and south ends of the region. Eric Alberts moved to approve the budget amendment, and Sheri seconded the motion. Alan asked who will be responsible for moving the equipment. Lynne stated that with the Ebola cache, the plan is to have one of the team's logistics staff to move the equipment. Options were discussed. Eric stated that the receiving hospital could be asked to pick up the equipment and Dr. Hsu agreed. Christina Proulx suggested that we ask Hot Zone to move the

equipment as they have done this for us in the past. Clint advised that the two regional positions (Dave Crowe and Chris Dorans) can be used for transport. Lynne stated that a mission ready package outlining deployment of the cache. We must first secure state approval of the budget amendment. The Board approved submitting the budget amendment to the state.

Report-outs by Discipline/Open Forum:

- **Hospitals:** Eric said they are busy getting ready for the exercises. He reported hospitals are still seeing infectious diseases, including the flu and COVID. He stated there have been shootings in the Orlando area, and workplace violence is also something they are reviewing. Reggie stated that the VA is also dealing with COVID and the flu.
- **Emergency Management:** Alan advised there is an Amtrack exercise on Wednesday, and they are also planning an active shooter exercise with the schools.
- **Public Health:** Clint said Port St. Lucie is hosting a training with the Israel chief MCI instructor on April 14 and he will send the invitation to Lynne to share with the Board.
- **Emerging Infectious Diseases:** Dr. Hsu said there have been no new infectious diseases in the region over the past quarter, but they are still dealing with full hospitals and increasing numbers of respiratory infections. He did a presentation at the December conference. He reported there is a new cluster of hemorrhagic fever in Marberg, Africa. Lynne asked if the hospitals are concerned about the proposed senate bill that would eliminate childhood vaccine requirements. Dr. Hsu said this should be of concern to all.
- **Trauma:** Lynne said the trauma committees met last week and are continuing to do great things. All minutes are posted to the website.
- **Medical Examiner:** Sheri stated there is nothing to share from the medical examiners.
- **Business/Community:** Ken said a new study came out and that only 50% of small businesses have a continuity plan.
- **Disaster Behavioral Health:** Lynda advised that Northland is focusing on their disaster team's self-care when they return from response. She stated that the Florida Crisis Response Team is hosting training and she will send that information out.

Next Meeting: Reggie reminded the Board that the next meeting is the annual retreat, scheduled for April 25. Lynne has secured a room in Viera and there will also be a virtual option.

Adjournment: Reggie thanked everyone and said that although the call was long, the Board accomplished a lot. The meeting adjourned at 5:26 p.m.

4-25-23 CFDMC Annual Board Retreat Minutes

Board Members Present: Eric Alberts, Sheri Blanton, Lynne Drawdy, Alan Harris, Jim Judge, Georganna Kirk, Aaron Kissler, Reginald Kornegay, Dr. Peter Pappas, Ken Peach, Christina Proulx, Wayne Smith, Clint Sperber, Lynda W.G. Mason, Dr. Sara Zydowicz (Dr. Vincent Hsu provided a proxy to Eric Alberts)

Others Present: Beverly Cook, Matt Meyers

Call to Order, Welcome, Roll Call & Introductions: Reggie Kornegay called the meeting to order at 10:07 am. Roll was called and a quorum was reached. Dr. Sara Zydowicz was introduced as the new Board member representing Mass Fatality. Reggie presented a plaque to Sheri Blanton, recognizing her for her service on the Board for the past six years.

Approval of February 2023 Board Minutes: The minutes were previously distributed. Ken Peach moved to approve the minutes as submitted; Lynda W.G. Mason seconded the motion. There was no further discussion or opposition and the motion carried.

Approval of Treasurer's Reports: The February and March 2023 Treasurer's Reports were previously distributed. Lynda shared that CFDMC continues to be in sound financial shape. Eric moved to approve both reports as submitted; Clint Sperber seconded the motion. There was no further discussion or opposition and the motion carried.

Executive Committee Update: Reggie reported on the March Executive Committee meeting, which was used to prepare for today's meeting, including the agenda, the 2023-24 work plan and budget and staff pay increases. The Executive Committee agreed to poll the Board about requiring in person attendance but agreed upon hearing from the Board that we will continue to allow virtual attendance. The next Executive Committee meeting is May 15th.

Old Business:

Exercise Update: Eric gave an overview of the April 20th regional full scale medical surge exercise. The scenario was intention train derailments at multiple locations across the region. There were 54 hospitals in nine counties participating, as well as over 100 partner agencies supporting the exercise. He stated that the benefits of the exercise are immeasurable, and Reggie agreed. Lynne stated that we had almost 500 individuals supporting the exercise, not counting the almost 2,000 students playing the role of victim volunteers. We exceeded the 20% surge requirement. The after action meetings are scheduled for May 5th. One will focus on capabilities and the other will focus on exercise planning and execution. Clint shared information from a recent presentation by an Israeli training group on their exercises. It was suggested we invite them to present at the December annual conference. We learned during the exercise that hospitals were calling Poison Control to seek information and that the calls overwhelmed their system which was another valuable lesson learned.

Traffic Light Update: The report was previously distributed to the Board. Lynne encouraged Board members to register for the May 17th radiological exercise. This is a statewide virtual exercise; CFDMC has led the effort statewide in developing the radiation surge annex and developing the tabletop. Lynne advised that a hospital family reunification process tabletop exercise design review meeting is scheduled for May 31st. The Board initially approved using the HVA gap dollars to hire a vendor to conduct an exercise, but the cost was exorbitant, so John Corfield from Orlando Health has been leading the effort to develop this exercise. Eric stated that during the April exercise, the hospital requested assistance with family reunification and were told that it would take at least twelve hours to activate this support. Sheri noted that FEMORS can deploy within four hours. Eric stated that the hospitals need support in this area. Lynne reminded the group that the CFDMC Family Assistance Center Team can provide assistance until the local jurisdiction

can activate a family assistance center. The EOC must request that resource. We also have the Florida Crisis Response Team; these are trained behavioral health responders who can immediately deploy to provide crisis counseling to family and friends until reunification can occur. The group discussed the need to pre-identify family reunification sites in each jurisdiction in advance. Lynda stated that in Wisconsin there were agreements in place for these. Clint agreed but stated that emergency management has the lead on that. Lynne will ask emergency management offices for a status on FAC plans. Clint asked if we could develop and share a list of Coalition resources. Lynne advised that these are outlined in the mission ready packages that are part of our response plan. Matt stated that we can add these to the website. Lynne advised that the hospital minimum readiness package and equipment management policy were also reviewed and updated this quarter. Clint asked about the Chem Packs. There are more than 40 in Region 5, and these are under DOH control. We will invite Dave Crowe to present on these at the June Board meeting.

2022-2024 Strategic Plan Update: Clint led discussion on the status of the strategic objectives, including:

- **Sustainability:** Clint reminded the group that Captain Paul Link, our ASPR project officer, held a sustainability visit with our coalition in January; we are awaiting his report. Ken Peach shared a sustainability model he developed for the Central Florida Foundation which includes grants, earned income and capital income. Ken agreed to help develop a plan. The group discussed potential income streams, including the regional medical assistance team. We must be careful as we cannot use any funding or staff time from ASPR in developing or managing income projects. Clint mentioned that there is a proposed change from FDEM in the regions which could impact the coalition; we are waiting to hear more about this.
- **Board Succession:** Reggie reminded the group that we need a Vice Chair. Eric recommended that we change the bylaws so that in an officer vacancy, one of the health and medical co-chairs, who are permanent members of the Board, step into the vacant role. Eric agreed to act as Vice Chair until a Board member volunteers to take on this role. The group discussed the need to engage EMS and long-term care. The group commended Sheri, who recruited a replacement before retiring. Jim Judge stated that he would be retiring soon, and he will recruit and recommend a replacement. Lynne reminded the group that Board seats represent both discipline and county(ies). She advised that by contract, the coalition core members are hospitals, EMS, emergency management and public health; these must be represented in any Board vote. Ken Peach moved that Eric be appointed as Vice Chair until a replacement is found, that the bylaws be amended to allow health and medical co-chairs fill vacant officer positions and that Board members assist in recruiting and recommending replacements upon their retirement or resignation. Jim Judge seconded the motion. There was no further discussion or opposition, and the motion carried.
- **Social Media:** Eric reported that this objective has been achieved. The pilot was held, and a social media committee has been developed to continue use of social media, including Lynne who produces content, Eric who handles LinkedIn, Addison Hassell who handles Facebook, and Matt who handles Twitter. During the two months since the committee has been in action, LinkedIn has grown from 85 to 146 followers, and Facebook from 544 to 596 followers. Lynne advised that we have revised the social media policy and the draft was sent out to the Board. Reggie moved to adopt the revised social media policy, and Clint seconded the motion. There was no further discussion or opposition and the motion carried.
- **Increasing city/county leader membership:** Lynne advised that we scheduled the TEEX Senior Officials Workshop to address this objective but have not gotten the turnout we hoped for. Alan Harris stated that they held this within the county recently and suggested that we develop MOUs with the cities and counties, the East Central Florida Regional Planning Council has done this, and we can use theirs as a template. The group discussed having a PowerPoint that Board members could present at city/county meetings.

- **Standardizing plans:** The focus for this year is on standardizing the use of EMResource. Matt is supporting an EMResource Steering Committee that are developing best practice protocols. Eric stated that during the exercise, there was an issue as EMResource had made an update which changed how to access attachments. EMResource sends out notices re updates but these can be buried. It was agreed that Matt would send out points on any updates that would impact our users.
- **Workforce Recruitment/Retention:** Healthcare expansion continues to exacerbate this issue. The group discussed how to address this and agreed that the Coalition will reach out to UCF and Career Source to see if we can engage in their efforts.
- **Climate Change:** Eric advised that this objective has been completed. The climate change workgroup did a survey and has developed a list of resources for members. Eric also shared a climate change overview and planning workshop he developed for Orlando Health. These were previously distributed to the Board. Lynda moved to approve these, and Ken seconded the motion. There was no further discussion or opposition and the motion carried. These resources will be sent out to members and posted to the website.

Board Engagement: The updated Board Engagement was sent out and Reggie commended Board members for their continued engagement.

March Meeting Results: These were shared with the Board; satisfaction and engagement remains high. The group was polled and 90% wanted both in person and virtual access.

Audit Updates: Lynne advised that we will begin the Single Federal Audit in May, and the state audit will be held on June 5th.

FHA Closeout: Lynne advised that Florida Hospital Association has agreed to fund the Juvare pilot including EMResource and e-ICS for another two years. They asked that we return the remaining FHA funds which is just over \$54,000. Eric moved to approve returning these funds to FHA; Clint seconded the motion. There was no further discussion or opposition and the motion carried.

Board Vacancies: Lynne advised that Michael Jett Adams has resigned due to workload issues. She previously sent out a bio for Brittney Tyler, who is the Florida Healthcare Association District 2 President. Clint moved to appoint Brittney and Eric seconded the motion. There was no further discussion or opposition and the motion carried.

New Business:

Capabilities Review: The capabilities assessment documents were previously distributed, and the Board reviewed these. We are on target at more than 90% achievement. The Board agreed to stay the course.

Review of New ASPR Guidance: We are expecting the new guidance which will take effect in July 2023 but do not have this yet. This will be pended until the June meeting.

2022-2023 Budget Revision: The proposed revision was previously distributed to the Board. Lynne proposed moving unspent funding in all projects to support the hospital minimum readiness project. Eric moved to approve the budget revision and Clint seconded the motion. There was discussion regarding allowing for special project consideration. Lynne advised that other regions allow this, but it can lead to competition vs. collaboration, and our focus on building regional capabilities has been identified as a best practice by ASPR. Further discussion included the need to assess all

ACS and MCI caches and identify and address any expired equipment or gaps; this effort is underway. The vote was called and there was no opposition to the motion and the motion carried.

Coalition Staff Salary Discussion: Paid staff were excused, and the Board discussed and identified pay increases. Lynda moved to approve these, and Reggie seconded the motion. There was no opposition and the motion carried. Eric dictated these to Lynne to revise and include in the 2023-2024 budget.

Approval of FY 2023-2024 Annual Work Plan and Budget: Lynne advised that the two-year work plan was approved last June. This continues the work required by ASPR and the contract. She stated that the proposed budget for FY 23-24 has a couple of changes, and the group reviewed these, including adding a laptop for Matt at \$1,500.00, adding additional funding in exercise travel to support evaluators, and adding \$68,000 for an evacuation equipment cache in the south end of the region. Eric reminded the Board that we are using the \$68,000 in HVA gap funding this year to purchase a cache in the metro area; this builds out capability in the south end of the region, and in the next year we plan to add a cache in the north end of the region. The group discussed warehouse space. Lynne advised that Nick is currently looking at several properties and our goal is to move by June. Eric stated that we need to get the RMAT recognized as a state team. Alan advised that he has a truck used as a mobile JIC that he can donate to the team; it has a new generator. Lynne will arrange a meeting with Nick and Alan on this. Eric moved to approve the proposed budget, including the revisions to salaries, and Clint seconded the motion. There was no further discussion or opposition and the motion carried. This will be submitted to the state for approval by May 1st.

June Coalition Meeting: The next member meeting is scheduled for June 15th at Indian River State College. She has confirmed a hurricane briefing from the National Weather Service and has invited Craig Fugate to speaker. We will also have a tour of the facility.

Discipline Report-Outs/Open Forum:

Emergency Management: Alan shared that the news is reporting that the state is cancelling Everbridge effective June 30th, due to the statewide alert sent out in error on April 20th. He stated that he heard yesterday that the cancellation may be pushed to December 31. He stated that all emergency management within the Region will continue to utilize Everbridge during the hurricane season. Clint shared that he has not heard that FDOH is cancelling Everbridge; the state provides Everbridge to the Coalitions. Alan stated that all are preparing for hurricane season and there is ongoing recovery from the 2022 hurricane season. There is mitigation funding coming to all Florida counties. Other issues from the last hurricane season include increased insurance costs and insurance providers leaving Florida, shelter transitions, and supply chain issues which are impeding home repairs. Alan stated that there is still a concern over placement of higher acuity patients in shelters.

Hospitals: Eric stated that staffing is still an issue, particularly with healthcare facility growth. There are many new hospitals coming online in the next two years. He stated that the free standing emergency department staffing is a challenge, particularly in events, and there can be a delay in transfer of patients to the parent hospital. This issue came up in the exercise and will be addressed in the after action report. Christina Proulx stated her hospitals are focusing on hurricane preparedness exercises, active shooter exercises, and MCI triage methods.

Medical Examiner: Sheri stated that we need to revisit ME partnerships with hospitals. They received no reports during the exercise. She stated that staffing is also an issue with MEs.

Business: Ken shared information on cyber security issues and potential issues with self-driving vehicles that can be attacked.

Public Health: Clint advised there is a statewide meeting next week. Recruitment and retention remains an issue. Aaron Kissler shared that the State Health Improvement Plan has been published and is available online at DOH.

Dialysis: Wayne Smith stated they are getting ready for hurricane season and have identified vendor and supply issues.

Behavioral Health: Lynda reported on the Region 4 healthcare coalition conference she recently attended. said there is additional mental health support for veterans being done and gave examples. She reported that the Florida Crisis Response Team is holding NOVA training across the state; Lynne will send out these announcements as received. Lynda reported there is a National Advisory Committee looking at support for special populations.

FQHC: Georganne Kirk stated they are contacting patients for reenrolling in Medicaid as needed and preparing for hurricane season. She stated they are also experiencing difficulties in recruiting physicians, particularly OB. d to. Trying to get doctors; particularly OB/GYN.

Trauma: Dr. Pappas said the group is beginning a new three-year term. The major focus over the next year will be to enhance EMS participation as they are critical stakeholders.

Adjourn: The meeting adjourned at 2:15 p.m. Reggie thanked all for their participation.

Next Meeting: June 20 at 4 p.m.

6-20-23 CFDMC Board Meeting Notes

Board Members Present: Eric Alberts, Lynne Drawdy, Olive Gaye, Alan Harris, Dr. Vincent Hsu, Chief Chris Kammel, Georganna Kirk, Reginald Kornegay, Christina Proulx, Chief Aaron Rhodes, Lynda W.G. Mason (Dr. Peter Pappas and Clint Sperber provided a proxy to Eric Alberts)

Others Present: Beverly Cook, David Crowe, Matt Meyers

Call to Order, Welcome, Roll Call: Reggie Kornegay welcomed the group. Roll was called and a quorum was reached.

Approval of April 2023 Board Minutes: Reggie Kornegay noted the minutes were previously sent out. Lynda W.G. Mason made a motion to approve the minutes as submitted and Georganna Kirk seconded the motion. There were no objections or changes and the motion carried.

Approval of April & May 2023 Treasurer's Reports: Lynda W.G. Mason said the Coalition is in very good standing financially, with more than \$1 million dollars at end of May. She reminded everyone that June expenditures are typically the heaviest and the June report will be submitted prior to the next meeting. Alan Harris moved to approve the two Treasurer's Reports as submitted; Olive Gaye seconded the motion. There were no further discussion or opposition and the motion carried.

Executive Committee Update: Reggie Kornegay reported the Executive Committee met in May and that all items discussed are on today's agenda.

Old Business:

- **Chem Packs:** David Crowe, the FDOH Region 5 RERA (emergency response advisor) provided an overview of the Chem Packs (see attached presentation). There were no questions or further discussion, and Reggie thanked Dave for his presentation.
- **Board Engagement:** Reggie Kornegay advised that the updated Board Engagement document was previously distributed. He thanked all Board members for staying engaged in Board and Coalition activities.
- **Single Federal Audit:** Lynda W.G. Mason said all items requested by the auditors have been turned in and they expect to complete their report by the end of June. We are not expecting any issues with the audit. She stated that we just received the state year-end audit with no findings.
- **Issues Board/Traffic Light Update:** Eric Alberts advised that this was previously distributed. We are on track with all contract deliverables and projects. He stated that a list of high priority issues have been added at the top of the traffic light report for Board monitoring, including family reunification, EMS engagement, evacuation equipment, finding warehouse space, the status of the MCI and ACS caches around the region, and patient transfer processes during disasters.
- **Proposed DEM Region Changes:** Lynne said the proposed DEM changes have gone into effect. This does not impact the RDSTF, DOH, or the Coalition boundaries, but we will need to engage with the new DEM region to see how we can support them. Alan Harris advised that the change is to allow a better span of control for DEM. He reported that Marion and Sumter Counties will join the DEM Region 5 and the three southern counties will join a new DEM Region 8. He noted that the Division of Forestry and FDLE also did not change their regions.
- **Draft ASPR Guidance:** Lynne Drawdy advised that the draft HHS guidance has been sent out for review and comment. It is just an overview at this point and we are waiting to see how this will impact the Coalition guidance and the 2024-2025 contract.

- **After Action Reports:** Eric Alberts reviewed the improvement opportunities from the pediatric tabletop after action report, the April full scale medical surge exercise after action report, and the radiation surge tabletop after action report. These were sent out to the Board and members for review.
- **Annex Updates:** Lynne Drawdy there are many annexes to our preparedness response plans, but these are no longer contract deliverables. We have implemented a new update system. Annual updates are first reviewed by the subject matter expert workgroup and then updates are posted to the website, with a notice sent out to members. There is a survey for comments that will be left up year round.

New Business:

June Coalition Meeting: Lynne said the meeting was held last week at Indian River State College with 57 attendees (approximately half in person and half virtually). The presentations were outstanding, but there were significant technical challenges with the GoToMeeting platform. Lynne asked for approval to move to Zoom. Zoom costs approximately \$1,000 per year (vs. \$365 for GoToMeeting) but we used this during the statewide radiation tabletop with hundreds of participants and ten breakout rooms, with no technical issues. Lynda moved to switch to Zoom; Aaron Rhodes seconded the motion. There was no further discussion or objections and the motion carried. Lynne will submit this budget revision to the state.

Discipline Report-Outs/Open Forum:

- **Hospitals:** Christina Proulx said hospitals are preparing for hurricane season, when not activated for real world emergencies. She said that the strong support system for hospitals over the last year including the coalition, FEMS and hospitals supporting each other has been amazing and she is proud to be part of her hospital system and the coalition.
- **Emergency Management:** Alan Harris said they are preparing for hurricane season, and next week's cyber security exercise, hosted by the East Central Florida Regional Planning Council. Hospitals are invited to participate. Alan stated that there is already a storm brewing in the Atlantic, so we need to be ready.
- **Public Health:** Lynne advised that the co-chairs and coalition met with the regional planners earlier this week and will be looking at the status of the community reception center plans for a radiological event.
- **Emerging Infectious Disease:** Dr. Vincent Hsu stated that from a respiratory virus standpoint, things are stable. He stated that the Ebola outbreak in Africa is considered over for now and there is no imminent crisis as of now. He stated that we need to continue to focus on ensuring that leaders and decision-makers are aware of the need for vigilance, and we need to try to identify underlying factors and identify mitigation strategies.
- **Trauma:** Lynne Drawdy said trauma meetings held earlier in the week. An initial meeting on EMS engagement was held and the plan is to have a symposium with EMS medical directors.
- **Disaster Behavioral Health:** Lynda stated that one event was scheduled but postponed and she will share when it is rescheduled.
- **Community Health Centers:** Georganna Kirk stated that the community health centers are also preparing for hurricane season, including applying for grants for generators.
- **Home Health:** Olive Gaye said she has nothing to report.

Adjourn: The meeting adjourned at 5:00 p.m.

Next Meeting: August 15th at 4 pm.

8-15-23 CFDMC Board Minutes

Board Members Present: Eric Alberts, Lynne Drawdy, Alan Harris, Dr. Vincent Hsu, Aaron Kissler, Reginald Kornegay, Ken Peach, Christina Proulx, Chief Aaron Rhodes, Wayne Smith, Clint Sperber, Brittney Tyler, Lynda W.G. Mason

Others Present: Beverly Cook, Matt Meyers

Call to Order, Welcome, Roll Call & Introductions: Reggie Kornegay welcomed all and called the meeting to order at 4:04 p.m. Roll was called and a quorum was reached.

Approval of June 2023 Board Minutes: Reggie Kornegay noted the minutes were attached to the calendar invitation. Lynda W.G. Mason made a motion to approve the minutes as submitted and Aaron Rhodes seconded the motion. There were no further discussion or objections and the motion carried.

Approval of June & July 2023 Treasurer's Reports: Lynda W.G. Mason said the reports were sent out with the calendar invitation. She reported that the Coalition is in very good financial standing and there is nothing of note at this time. She advised that we passed the 2022 single federal audit with no findings or recommendations and she thanked the staff for their efforts. She stated that we are just beginning the state FY 22-23 audit and she will report on that when completed. Ken Peach made a motion to approve both Treasurer's Reports; Brittney Tyler seconded the motion. There was no further discussion or objections and the motion carried.

Executive Committee Update: Reggie Kornegay said the Executive Committee met in July. Lynne Drawdy reviewed the minutes; most of the topics will be covered during today's Board meeting. Reggie stated that the VA is creating a rapid response team and he will be providing a presentation on that at a future meeting.

Old Business:

- **Board Engagement:** Reggie Kornegay reminded the Board that the update was sent out with the calendar invitation. He stated that overall the Board continues to demonstrate strong participation and he thanked Board members for their support. He noted that there are a couple of members who are struggling with engagement.
- **CFDMC 2022-2023 Scorecard:** Clint Sperber advised that the Scorecard was attached to meeting invitation. He reported this includes 19 measures with targets in the four balanced scorecard categories. Of the 19, we passed 18. The one area of challenge is in local government official engagement. He stated that one strategy was holding a Senior Officials Workshop in May; the workshop was well attended but did not reach the target audience. This issue has been added to the priorities issue board on the traffic light report. He encouraged Board members to provide suggestions or recommendations on this issue. Clint asked if there were any comments regarding the scorecard, and there were none.
- **Issues Board/Traffic Light Report:** The update was sent out with the calendar invitation. Lynne Drawdy previewed actions on the high priority issues board. Nick Pachota is looking at potential warehouse properties and we will have a recommendation for the Board soon. HICS training was held in July with 40 participants.
- **December Conference Planning:** Lynne Drawdy reported that the conference planning team held its first meeting. We have confirmed several pre-conference trainings, including CHEP, CEMP and COOP and are working to confirm others. Dr. Pappas and Dr. Zuver are working on scheduling an EMS symposium in conjunction with the conference and the Region 5 Trauma Advisory Board Executive Committee has been moved to the first day of the conference. We have confirmed the keynote speaker, Guy Caspi, EMT-P, M.EM, MCI Chief Instructor, Director of Hazmat Exercises and Operational Training Department, Magen David Adom in Israel. The title of his presentation is Medical Response to Terrorist Attacks and MCIs – "The Israeli Experience." Clint Sperber stated that this presentation is eye-opening and their technology is light years ahead of ours. He stated that this will be a great learning opportunity for hospitals, EMS, and emergency management. Christina

Proulx stated that this speaker also presented at her hospital enterprise and it was stellar. Lynne advised that a save the date for the conference has gone out and we hope to have the agenda finalized and registration open by the end of September.

New Business:

- **September Coalition Meeting:** Reggie Kornegay said the draft agenda was attached to meeting invitation. He went over the agenda and shared the location. He asked if there were any questions or additions and there none. Aaron Rhodes moved to approve the agenda and Aaron Kissler seconded the motion. There was no further discussion or objections and the motion carried. The agenda will be sent out to all members.
- **Appointment of Dr. Erin Mullen as Pharmacy Board Representative:** Reggie Kornegay advised that Dr. Mullen's bio was sent out with the calendar invitation and he stated that he is in favor of her appointment to the Board. Lynne Drawdy advised that many know Dr. Mullen as she has been engaged in preparedness activities in Florida and in the nation for twenty years. She is a pharmacy consultant to ASPR and has a wealth of response experience. Alan Harris moved to appoint Dr. Mullen to the Board and Dr. Hsu seconded the motion. There was no further discussion or objection and the motion carried. Lynne will onboard Dr. Mullen and she will be at the next Board meeting.
- **EM Board Vacancy:** Lynne Drawdy advised she just learned that Jim Judge has retired. The new Volusia Emergency Manager is Clint Mecham. She stated that emergency management is a core member group and we typically have two Board members for each core member group. Jim was also the only Board member representing Volusia County. Alan Harris said that he recently met Clint Mecham, and he feels he would be a good addition to the Board. Alan agreed to reach out to Clint to see if he would be willing to serve on the Board. If Clint agrees, we will send out his bio and ask for a Board vote to appoint him.
- **Vehicles:** Lynne Drawdy advised that the Coalition is receiving two donated vehicles. She thanked Alan Harris; Seminole County Emergency Management is donating an F-450 that can be used as a command vehicle. We are working through the transfer process now. Lynne advised that the state has just informed us that they are building three 45 foot response vehicles that include sleeping quarters, bathrooms, conference space, and a generator. Our Coalition will receive one of these and the state is working on funding to maintain the vehicle. They are developing the RFP now and expect the vehicles to be delivered by June 2024. Lynne advised that we with these additions we will be looking at the team's fleet to see if we can reduce the number of older vehicles we maintain.

Discipline Report-Outs/Open Forum:

- **Hospitals:** Eric Alberts said hospitals are busy with normal cases, and with the very hot weather they are trying to figure out patient volumes relating to heat. He stated that there have been several mass casualty incidents over last few days, including an Osceola boat incident, an MCI at a hotel on International Drive, two officer shootings and other gunshot victims, and chemical incidents. Reggie Kornegay said the VA has seen an uptick in violent activity. Christina Proulx said there have been a lot of human-based issues and we are in the peak of hurricane season. Christina advised that she is going on three months of maternity leave and will return in early December. She will have her cell phone and she will call Clint about her proxy for the Board. All gave Christina their best wishes.
- **Emergency Management:** Alan Harris said that today all the Florida counties looked at different alerting systems. He stated that state has an initiative to have WebEOC across the state. Alan advised that most counties have activated an extreme weather plan. He stated that Seminole has had this plan for decades but has never activated for this length of time. They are working with local events and with the homeless shelters to mitigate the impact of the extreme heat. Alan said he made a request to get heat-related patient visits at hospitals over the weekend. He reported that the regional Emergency Management change creating ten regions has been implemented. Lynne Drawdy stated that we will reach out to the northern two counties added

to Region 5 (Marian & Sumter) to make sure they are on our distribution list and we will work with the new region that includes our three southern counties. She asked if this is all we need to do to adjust to the new EM regions? Alan stated that it is and he will provide contact names.

- **EMS:** Chief Aaron Rhodes indicated they are dealing with heat issues, preparing for hurricane season, and dealing with mass gatherings.
- **Public Health:** Clint Sperber stated that Florida is seeing an increase in mosquito borne illnesses. He stated that the state leadership is meeting with the county health officers in August. He advised that Karen Kozack has transferred to the Region 10 coordinator position. Aaron Kissler advised that we have seen some cases of rabies in the region.
- **Trauma:** Lynne said trauma committees have been meeting and the Executive Committee will meet Thursday; the committee minutes will be posted to the website.
- **Infectious Diseases:** Dr. Hsu has been following the developments with locally acquired malaria in Sarasota County, followed by leprosy, which is now reported to be endemic in Central Florida. Healthcare systems need to train providers to be increasingly aware about and to manage these emerging infections in addition to addressing their root causes.
- **Long Term Care:** Brittney Tyler reported long-term care is seeing an uptick in COVID cases and admissions and they are preparing for hurricanes. Lynne Drawdy thanked Brittney for the invitation to the recent Florida Healthcare Association District 2 meeting. Matt Meyers presented on the Juvare pilot and asked for nursing home volunteers to pilot use of EMResources.
- **Business/Community:** Ken Peach said the business community is interested in active shooter training and asked if he could share an invitation to the September 21. Lynne Drawdy stated that she will send out the agenda and this can be shared with anyone interested in attending.
- **Disaster Behavioral Health:** Lynda W.G. Mason advised there is one more NOVA training scheduled this year and Lynne Drawdy will send out the flyer.

Lynne Drawdy will follow up with those not in attendance to see if there are any issues to report. Reggie Kornegay said we are watching the tropical disturbances and hopefully we will have a less active hurricane season than was projected.

Adjourn: The meeting adjourned at 4:56 p.m.

Next Meeting: October 17th at 4 p.m. via Zoom

10-17-23 CFDMC Board Meeting

Board Members Present: Eric Alberts, Lynne Drawdy, Olive Gaye, Alan Harris, Dr. Vincent Hsu (proxy to Eric Alberts), Georganne Kirk, Aaron Kissler, Reginald Kornegay, Dr. Erin Mullen, Ken Peach, Chief Aaron Rhodes, Wayne Smith, Clint Sperber, Brittney Tyler, Lynda W.G. Mason

Others Present: Beverly Cook, Matt Meyers

Call to Order, Welcome, Roll Call & Introductions: Reggie Kornegay welcomed all and called the meeting to order at 4:04 p.m. Roll was called and a quorum was reached. Reggie acknowledged Dr. Mullen as the new Pharmacy representative and reported that Clint Mecham has come on board as Emergency Management in Volusia County.

Approval of August 2023 Board Minutes: Reggie Kornegay noted the minutes were attached to the calendar invitation. Brittney Tyler moved to approve the minutes as submitted and Lynda W.G. Mason seconded the motion. There was no further discussion or objections and the motion carried.

Approval of August & September 2023 Treasurer's Reports: Lynda said both reports were sent out with the calendar invitation. She reported that the Coalition is in very good financial standing and there is nothing of note at this time. Alan Harris moved to approve both Treasurer's Reports as submitted and Clint Sperber seconded the motion. There was no further discussion or objections and the motion carried.

Executive Committee Update: Reggie Kornegay said the Executive Committee met in September and approved the Board agenda, discussed the December conference, a Board vacancy and the nominations/election process; these will be discussed later in today's agenda. He advised that the Executive Committee approved three expenditures not included in the approved budget: 1) Mental Health First Aid course materials, 2) a small gift card for the self-care Bingo game at the September meeting, and 3) insurance for the Ebola hood and evacuation cache trailer (in updating our vehicle insurance we found these were needed).

Old Business:

Board Engagement: Reggie advised that the updated Board Engagement report was distributed. He reminded the Board of the importance of attending meetings, and asked the Board to let him know if there are any issues.

Issues Board/Traffic Light Report: Clint Sperber advised that the updated report was sent out to the Board and highlighted that all first quarter deliverables were submitted and approved. He advised that the most significant deliverable in the second quarter is updating the Hazard Vulnerability Assessment (HVA); this began at the September meeting and will be sent to the Board for approval in December. He advised that the Coalition is working with county emergency management to schedule a family reunification tabletop in each county. Clint stated that we are still searching for warehouse space. Space in Orlando is well outside our budget and Lake and Osceola County Emergency Management are helping in the search. He advised that the Florida Department of Health has purchased Pulsara, a patient tracking platform. Lynne Drawdy stated that a presentation on this was made at today's Healthcare Coalition Task Force meeting and she will schedule a presentation on this for the Board and other stakeholders. Clint asked if this would work with county emergency management and Lynne stated that it is focused on communication at the individual patient level. We have advocated including local users in the planning effort and Dr. Pappas and Dr. Zito are hoping to be part of the planning for implementation of this new system. Erin Mullen asked if Pulsara is interoperable with other federal systems such as JPAC or TRACES; Lynne stated that we do not yet know. Clint reported that Matt Meyers has almost finished the assessment of the region's ACS/MCI caches and a workgroup will put together recommendations for the Board's consideration.

December Conference Planning: Eric Alberts advised that the conference agenda and registration link have been sent out to all members and posted on the website. He stated that the goal is 100 registrations and we are currently at 40. We have exceeded the target of three sponsors and are currently at four sponsors. He stated that there is concern over the potential loss of the keynote speaker due to the situation in Israel but we will plan a backup just in case. We have also discussed security with FDLE. Eric advised that Board members will receive recognition at the conference and asked all to try to attend.

September Coalition Meeting: Reggie reviewed the survey results from the September meeting; these were shared with the Board. He stated that there was high satisfaction and engagement rates, which demonstrate that we are providing good value at these meetings. Reggie advised that comments showed the most valuable were the active killer and HVA presentations, and the improvement opportunity is to continue to invite speakers on a wide range of topics. He stated there was a balance between in person and virtual attendance and we will continue to offer both options. Lynne reported this was the first meeting using Zoom and although we had a minor issue with Mentimeter, for the first time we had no complaints regarding technology.

RMAT/Vehicle Updates: Lynne thanked Alan Harris for the donation of a Ford F-450 vehicle. The title has been transferred, and a tag and insurance secured. The truck has been parked at ORMC until we get new warehouse space. She stated that we have received no additional information on the state medical response vehicle, and she will share the specifications when we receive these.

New Business:

Leader & Member of the Year Nominations: Lynda said we will be sending out a request for nominations to all members for these awards. The Executive Committee votes on the Leader of the Year award and the Board votes on the Member of the Year award. The winners and all nominees will receive recognition at the annual conference. Lynda said these are quite appreciated by those who receive them.

Board Terms/Election: Eric advised this is a Board election year. Many Board member terms will expire in December 2023 and he asked the Board members present if they would agree to serve an additional two-year term on the Board. All present agreed and Lynne will reach out to those not present to confirm their willingness to serve another term. Eric advised that we have one vacancy on the Board and the Executive Committee agreed to seek an organization to focus on mental health capacity/capabilities. A request for nominations will go out to all members, and the Executive Committee will prepare and send out a ballot for all members to vote. Lynne thanked the Board members for their service. She stated that the Coalition has been recognized as one of the best in the nation and this is due to the Board's leadership. Reggie agreed and thanked all.

Discipline Report-Outs/Open Forum:

Hospitals: Eric Alberts advised hospitals remain very busy, are still seeing COVID, and with flu season they are conducting flu shot campaigns with staff. He stated that we continue to see expansion with new hospitals and free standing emergency departments. He advised that Orlando Health opened the first orthopedic hospital in Florida at their downtown campus. He stated that there is still concern regarding the escalation of violence in the community and continued cyber threats. He encouraged all to remain vigilant.

Emergency Management: Alan Harris welcomed Clint Mecham to the Board; he is the new Volusia County emergency manager. Alan stated that Marion and Sumter Counties have been added to the emergency management region. He reported that the state has continued Everbridge until next summer, and WebEOC has also received funding to continue. He stated that he sent staff to the Big Bend area to support their hurricane response and emergency management is continuing to monitor threats and hazards.

EMS: Chief Rhodes said providers are busy with the NEMSIS rollout. We are entering mass gathering season and they are preparing for these. There will be a full scale exercise at the Orlando airport in December.

Public Health: Clint Sperber stated the Florida Department of Health created program councils made up of county health officers and subject matter experts for each of the public health pillars. The Preparedness Program Council is working on standardizing position descriptions for regional preparedness positions, such as the RERAs, special needs shelter coordinators and regional planners. These are currently aligned to the FLDE/Coalition regions and they are looking at whether these should align to the new emergency management regions. They are also evaluating a proposal on whether to make the statewide registry intake module mandatory. Aaron Kissler stated that the county health departments are planning for infrastructure grants from CDC and are undergoing a data modernization initiative.

Trauma: Lynne reported that the Trauma committees met earlier this month and the focus is on increasing engagement. A request was sent to all members/trauma stakeholders to offer opportunities to serve on the committees. She advised that Dr. Zuver is scheduling a meeting with the EMS medical directors to discuss EMS engagement.

Long Term Care: Brittney Tyler reported that the Coalition is funding NIPP training in early 2024; this is a three-day infection prevention training for nursing homes. She stated that we are continuing to provide support to long-term care facilities through the CEMP trainings.

Medical Examiner: Lynne will follow up with Dr. Zydowicz.

Business/Community: Ken Peach said he is seeing a lot of information pushed out on emergency preparedness, continuity of operations, communications, and providing employees with support and resource following events. He is continuing to watch what is happening in the insurance industry.

Dialysis: Wayne Smith stated they have sent team members to Israel.

Disaster Behavioral Health: Lynda advised there is a crisis response virtual training on Grief, Gratitude and Spirituality sponsored through NOVA and she will forward the information to Lynne. Wednesday is stand up to bullying day and all are encouraged to wear orange. Thursday is domestic abuse awareness day and all are encouraged to wear purple.

Community Health Centers: Georganne Kirk said getting the health centers are receiving COVID and flu vaccines. She stated they are still dealing with Medicaid issues with patients being dropped and having to be re-enrolled. She stated that they are continuing to watch the federal government regarding funding.

Home Health: Olive Gay experienced technical difficulties during the call but sent the following information: The home health agencies are busy preparing the "shut ins" and families with special needs kids for the hurricane season, working with community resources as well as vital services agencies to make them aware of the residences with special needs. Creating Awareness: As a new member, still familiarizing myself with the operation of the coalition, I have focused on educating the home health care agencies on the coalition and the resources available to them. Most are unaware of the many resources available from the coalition and expressed interest in many of the programs available to them.

Pharmacy: Erin stated that it is respiratory virus season and pharmacies are busy providing vaccinations. She stated that the National Academy of Medicine is running a series of sessions on medical countermeasures and public/private partnerships. Today's session was on pharmacies partnering with public health on threats.

Other Updates: Lynne stated that the Coalition submitted a UASI project to sustain EMResource and thanked Alan and Eric for their championship of the project. This was ranked as #3 in the priority list and so funding should be assured to continue this.

Alan said county emergency management has started the integrated preparedness plan process, and encouraged all to get with the county emergency managers if you have any training to add. Lynne said FDOH is doing their IPPW workshop in January and she will attend.

Adjourn: Reggie thanked all for participating and asked all to stay safe. The meeting adjourned at 4:57 p.m.

Next Meeting: December 19th at 4 p.m. via Zoom

12-19-23 CFDMC Board Meeting Minutes

Board Members Present: Eric Alberts, Lynne Drawdy, Dr. Vincent Hsu, Aaron Kissler, Reginald Kornegay, Dr. Erin Mullen, Ken Peach, Christina Proulx, Wayne Smith, Clint Sperber, Lynda W.G. Mason

Others Present: Beverly Cook, Matt Meyers

Call to Order: Reggie Kornegay welcomed all and called the meeting to order at 4:04 p.m. Roll was called and a quorum was reached.

Approval of October 2023 Board Minutes: Reggie Kornegay noted the minutes were attached to the calendar invitation. Eric Alberts made a motion to approve the minutes as submitted; Lynda W.G. Mason seconded the motion. There was no discussion or opposition and the motion carried.

Approval of October & November 2023 Treasurer's Reports: Lynda has approved and we are in good financial shape. Dr. Hsu made a motion to approve the two reports as submitted; Ken Peach seconded the motion. There was no discussion or opposition and the motion carried.

Executive Committee Update: Reggie Kornegay said the Executive Committee met in November and received updates on the conference, and talked about the Member of the Year and Leader of the Year which were announced during the conference. The committee talked about the upcoming new HCC contract; we hope to have additional information on this soon but for now are told to expect a five year contract with level funding. The group reviewed the date for the Chemical Surge tabletop, approved the CFDMC holiday card and the Executive Committee meeting schedule for 2024. The committee also approved the new state holidays for CFDMC staff.

Old Business:

Board Engagement: Reggie advised that the updated Board Engagement report was distributed. He reminded the Board of the importance of attending meetings and shared that there are a couple of members that have not been attending regularly. The Executive Committee will follow up with these individuals.

Issues Board/Traffic Light Report: Clint Sperber advised that the updated traffic light report was sent out to the Board and highlighted high priority items. We are working on obtaining warehouse space from Lake County. All approvals have been obtained and we should have a lease for Board approval soon. Clint stated that engagement by community leaders has been identified as a high priority. Clint asked the group to share any thoughts on how we can engage these.

December Conference Results: Eric said that there were 103 conference attendees, with 29 no shows and 14 walk-ins. We met our goals of 100 attendees and three sponsors. Eric stated this was an excellent conference and we received very positive feedback that day. The conference survey results will be shared with the Board. Eric advised that Board members were recognized at the conference and those in attendance received a gift to show appreciation. Those not in attendance will receive the gift, a coalition branded backpack, via mail.

ACS/MCI Cache Update: Matt provided an update on the assessment of the regional alternate care site (ACS) and mass casualty incident (MCI) caches. These were established as far back as 2002 with most established between 2008 and 2012. There are no contractual requirements left for the equipment. Matt did an on-site assessment with each cache owner and most are available for deployment, although there has been some degradation in some equipment. A subject matter expert committee was convened to review the results and deployment history. The group consensus was that these caches (16 ACS and 6 MCI) are an important response asset and should be maintained. We are compiling a list of equipment gaps and updates needed and the group will make a recommendation to the Board. Lynne thanked Matt for this effort and Matt gave kudos to the organizations who have maintained these assets.

New Business:

Approval of Annual HVA Update: Lynne stated that the annual HVA update is a contract deliverable. We updated with member input, including use of Mentimeter during the September meeting, a member survey, and requests to county emergency management, county public health and hospitals for their HVAs. The draft was sent out for member review and we received an excellent suggestion to add the ALICE data (data showing the working poor). Lynne asked for Board approval of the HVA update. Ken moved to approve the HVA as submitted and Erin Mullen seconded the motion. There were no questions or opposition and the motion carried.

Chemical Surge Annex & Tabletop: Lynne advised these are new contract deliverables. We are working on the draft chemical surge annex and this will be sent out for member review and input by the end of December. We are partnering with the other Florida Healthcare Coalitions to hold a statewide virtual tabletop exercise. A vendor has been selected and we have dollars allocated in the approved budget for this. The exercise will include regional breakouts and each region will receive its own after-action report/improvement plan. This is planned for the afternoon of March 6th and a save the date has gone out. The flyer with the registration link will be sent out soon.

Crisis Standards of Care Tabletop: Lynne advised this is also a new contract deliverable. A workgroup has been meeting to design the exercise which is scheduled for the morning of February 14th in Orlando. The save the date went out earlier and the flyer with a registration link will be sent out this week.

Request for Budget Amendment: Lynne advised that we budgeted for three Incident Management Team courses this year, and we have had a request from the IMT to add an additional course (Finance-Administration Unit Leader at \$9,000). Lynne recommended approval of this additional course. Erin asked if we have provided this training in the past. Lynne stated that we have, but there is a new IMT credentialing process in place to ensure that all members receive necessary training; there are also new members coming on board. Eric Alberts moved to approve addition of the course and Erin seconded the motion. There was no further discussion or opposition and the motion carried. Lynne will submit this for state approval.

2024 Meeting Schedule: The proposed 2024 meeting schedule was sent out in advance (same schedule as 2023). Eric moved to approve the 2024 meeting schedule and Wayne Smith seconded the motion. There was no discussion or opposition and the motion carried. Lynne will send out calendar invitations.

Discipline Report-Outs/Open Forum:

Hospitals: Eric advised hospitals are still seeing increases in COVID, RSV and flu cases. Reggie stated that the VA is holding a training on the new medical mobile facility at the Orlando VA and he will send out an invitation. Looking forward to the holiday. Reggie said doing training event on DLX mobile medical facility/tent system 8th to 12th at Orlando VA.

Public Health: Aaron announced there will be a statewide meeting early in the new year.

Emerging Infectious Diseases: Dr. Hsu said there was not a lot of activity this past year, but we continue to monitor a variety of viruses, including flu, COVID, and RSV. Over the summer, we saw locally acquired mosquito borne illnesses such as Dengue and Malaria. The EID Collaborative will reconvene in 2024 to assess what is ahead and ensure we are prepared.

Business/Community: Ken shared articles regarding climate change and information on mitigation. He stated that insurance industry modelers state that climate change accounts for 65% of losses. See articles below:

- [Mitigating climate threats through diligent planning | Health Facilities Management \(hfm magazine.com\)](#)
- [Long-term trends occupy catastrophe modelers | Business Insurance](#)
- [Cats, finance costs hit builders risk market | Business Insurance](#)
- [Disaster Preparedness Strategies for Senior Care Communities - | Advance Senior Care](#)

Trauma: Lynne reported that the Executive Committee meeting was held in conjunction with the annual conference and they added two new members: a chair for the extended care committee and an acute care hospital representative from Nemours. They are still seeking a municipal government representative.

Dialysis: Wayne Smith had no updates.

Disaster Behavioral Health: Lynda said Dwight Bain did an excellent presentation at the conference, including a takeaway with resources. She reminded the group that the holidays can be a season of depression for many and with an increase in suicides. All should be alert to signs.

Pharmacy: Erin stated there is conversation about the commercialization of COVID antivirals and there has been a big uptake in influenza.

Next Meeting: The next meeting will be held on February 20th.

Adjourn: Reggie thanked all for participating and making this year a success. He wished everyone and their families a safe and peaceful holiday. Reggie also thanked staff for their support. The meeting adjourned at 4:49 p.m.