CFDMC 2025-2026 Traffic Light Report as of 9-22-25 (see attached Task/Project Report for additional details)

Legend-Blue=Completed; Green=On Target; Yellow =Action Needed; Red=In Jeopardy/Board Action Needed, Orange=High Priority

Issue/Contract Task / Project / Deliverable	Due	Status
High Priority Issue: Family Reunification;	6/30/26	Lead: Drawdy
hospitals need immediate support in managing		Continue to promote Pulsara implementation.
family/friends (see also FAC project/ FRC exercise)		FRC Toolkit offered in six installations during July/August;
		submitted to ASPR-TRACIE
		Offered FRC tabletops to counties 10-3-24
		Requested county/hospital FRC/FAC plans
		Met with FAC Team Leaders re recruitment
		Coalition is supporting Orange County planning effort
High Priority Issue: EMS Engagement (need EMS	TBD	Lead: RTAB Clinical Leadership Committee (Dr. Zuver has
input and engagement)		lead on scheduling symposium); provided list of EMS Medical Directors to Todd Husty who will call each
High Priority Issue: Disaster Patient Movement	6/30/26	Lead: Lynne Drawdy & Trauma Preparedness Committee
Process – (need regional process to identify beds		Working with Dr. Zito to put together an SME workgroup to
for patients – identified as statewide gap during Hurricane Ian)		develop
High Priority: Engage community leaders	12/31/25	Lead: Board
(strategic objective)		Ask each county emergency manager and health officer to
		identify city/county leaders to engage. Develop presentation
		for Board to present.
High Priority: Develop, implement and monitor	6/30/26	Plan developed and shared with members.
contingency plan to sustain coalition at minimum		Potential reduction in FY 25-26
of five years (strategic objective)		
Submit Monthly Expenditures Documentation	Monthly	Submitted each month
Task #1 – Royal 4	Quarterly	Submitted for quarter
Task #2 – Data Security & Confidentiality	Quarterly	Submitted for quarter
Task #3 – Healthcare Coalition Task Force	Quarterly	Completed
Task #4 – Budget	July 15 th	Completed
Task #5 – Governance	December 15th December 15 th	Ready to submit
Task #6 – HCC Boundaries		Ready to submit
Task #7 – HVA	December 15 th December 15 th	In progress
Task #8 – Readiness Assessment	December 15 th	In progress
Task #9 – Supply Chain Integrity Assessment Task #10 – Cyber Security Assessment	June 15 th	In progress
Task #10 – Cyber Security Assessment Task #11 – Extended Downtime Healthcare	June 15 th	
Delivery Impact Assessment	Julie 13	
Task #12 – Provide input into State Strategic Plan	Quarterly	
Task #13 – HCC Readiness Plan	December 15 th	In progress
Task #14 - Training and Exercise Plan	December 15th	In progress
Task #15 – HCC Response Plan	June 15 th	p. 05. 600
Task #16 – HCC COOP	June 15 th	
Task #17 – MRSE	May 31 st	
Task #18 – Position Descriptions	April 15 th	
Task #19 – Recovery Plan	June 15 th	
Task #20 – Preparedness Workshop	As scheduled	
Task #20 – Preparedness Workshop Task #21 – Quarterly Report	Quarterly	
1924 HZI - Qualterly Report	Quarterly	

CFDMC Project Report

Contrac	ct Task / Coalition Project	Due Date	Lead / Back-up / Partners	Activities / Status
	– Royal 4:	Quarterly	Meyers (Drawdy,	Working on equipping two new
	the Royal 4 System is		Cook)	FSEDs. When invoices are
	d throughout the contract			received, they are immediately
term as	follows:			input into Royal 4.
	Enter all tangible			
a.	Enter all tangible preparedness and			
	response items purchased			
	with contract funds into			
	the Royal 4 system within			
	30 calendar days of the			
	item invoice date.			
b.	Run an Inventory Movement			
	Report to confirm that the			
	Royal 4 System is up to date,			
	ensuring that the start date of			
	the report is the first day in the			
	quarter for which the report is			
	submitted and that the end			
	date of the report is the last day			
	in the quarter for which the report is submitted.			
c.	Save the Royal 4 System			
Ç.	Inventory Movement Report as			
	a single file and include the task			
	number in the file name at a			
	minimum.			
d.	Submit the Royal 4 System			
	Inventory Movement Report			
	file via email to the Contract			
	Manager by October 15,			
	January 15, April 15, and			
	June 15 of each contract			
	year. Upload the Royal 4 System			
e.	Inventory Movement Report file			
	in CRVS by October 15, January			
	15, April 15, and June 15 of each			
	contract year.			
f.	Ensure the Royal 4 System			
	Inventory Movement Report is			
	complete and accurate at the			
	time of submission and when			
	uploaded in CRVS. In the event			
	the Department determines the			
	Royal 4 System Inventory			
	Management Report is not complete and/or accurate,			
	modify the Royal 4 System			
	Inventory Management Report,			
	and submit and upload the			
	modified Royal 4 System			

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Inventory Management Report			
in CRVS as directed by the			
Department.			
Task #2 – Data Security/Confidentiality	Quarterly	Drawdy (Meyers,	In compliance
Always comply with the terms of the		Cook)	
Data Security and Confidentiality			
provisions (Attachment II) throughout			
the contract term.			
Task #3: HCCTF	Quarterly	Drawdy (Meyers,	Completed July 15 th
Attend HCCTF meetings and calls as directed by the	,	Cook)	,
Department.			
Task #4 - Budget:	7/15/25	Drawdy (Meyers,	Completed
Upload the completed HCC Budget using	,,13,23	Cook)	Budget Revision #1
the template at		COOK	submitted/approved
https://floridahealth.sharepoint.com as			(accounting change)
an Excel file in ASPR's designated			(accounting change)
_			Awaiting information from state
tracking system by July 15. Remove any			Awaiting information from state
previous versions of the budget from			before submitting second
ASPR's designated tracking system as			budget revision
applicable. Submit the completed HCC			
Budget to the Contract Manager via			
email and in CRVS by July 15. Ensure the			
HCC Budget is complete and accurate at			
the time of submission and when			
uploaded in CRVS. In the event the			
Department determines the HCC Budget			
is not complete and/or accurate, modify			
the HCC Budget and submit, and upload			
the modified HCC Budget as directed by			
the Department.			
Task #5 – Governance:	December	Drawdy (Board)	Update approved at August
Maintain, update, and submit	15th		Board meeting (changes to
HCC governance information			personnel and
throughout the contract term			accounting/financial
as follows:			procedures)
a. Maintain HCC governance			procedures
information detailing the HCC's			
management/ administration,			
geographic coverage,			
membership, and community			
coordination and engagement,			
following the HCC governance			
guidance and materials			
provided by ASPR.			
b. Compile the HCC governance			
information into a single file and			
include the task number in the			
file name at a minimum. Submit			
·			İ
the HCC governance			
the HCC governance information via email to the			
information via email to the			
information via email to the Contract Manager and upload the file in CRVS and in ASPR's			
information via email to the Contract Manager and upload the file in CRVS and in ASPR's designated tracking system as			
information via email to the Contract Manager and upload the file in CRVS and in ASPR's			

	ormation as necessary.			
	ure the HCC governance			
info	ormation is complete and			
accı	urate at the time of			
sub	mission and when uploaded			
	CRVS. In the event the			
Den	partment determines the			
-	C governance information is			
	complete and/or accurate,			
	dify the HCC governance			
	ormation, and submit and			
-	oad the modified HCC			
_	ernance information in CRVS			
as d	directed by the Department.			
		December	Drawdy	No changes – ready to submit
Task #6 - HC	CC Boundaries:	15th		
Provide infor	rmation about the HCCs			
	idaries within the HCC			
Jurisdiction a				
	ate an HCC Jurisdiction			
	p that includes county			
bou	ındaries in a single file and			
incl	ude the task number in			
the	file name at a minimum.			
b. Sub	omit the HCC Jurisdiction			
	p in CRVS and ASPR's			
1	ignated tracking system			
	= '			
1	December 15 of each			
	tract year.			
c. Upo	date the jurisdictional			
info	ormation as needed during			
the	contract year to reflect			
any	jurisdictional boundary			
	nges that occur.			
	ure the HCC Jurisdiction			
	p is complete and accurate			
	he time of submission and			
	en uploaded in CRVS. In			
	event the Department			
dete	ermines the HCC			
Juris	sdiction map is not			
com	nplete and/or accurate,			
	dify the HCC Jurisdiction			
	p, and submit and upload			
	modified HCC Jurisdiction			
	p in CRVS as directed by			
	Department.	D 1 1-+h		
Task #7 – HV		December 15 th		Solicited member input at
1	ribute, and submit			September meeting; sent survey
=	December 15 as			to all members. Participating in
follows:				regional and county updates.
a. Upo	date the HVA detailing the			
	eats and hazards for the			
	sdiction, vulnerabilities,			
Julis	Saletion, vaniciasinaes,			

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	probability of occurrence,			
	severity of impact, and			
	priority actions, following the			
	HVA guidance and materials			
	provided by ASPR.			
b.	Save the HVA as a single file			
	and include the task number			
	in the file name at a			
	minimum.			
c.	Submit the HVA via email to			
0.	the Contract Manager and			
	upload it in CRVS and ASPR's			
	designated tracking system			
	by December 15.			
А	Remove previous versions of			
u.	the HVA from ASPR's			
	designated tracking system as			
	applicable.			
e.				
,	Members by December 15.			
f.	Ensure the HVA is complete			
	and accurate at the time of			
	submission and when			
	uploaded in CRVS. In the			
	event the Department			
	determines the HVA is not			
	complete and/or accurate,			
	modify the HVA, and submit			
	and upload the modified HVA			
	in CRVS as directed by the			
	Department.			
	– Readiness Assessment:	December	Drawdy (Meyers,	Solicited member input at
-	, submit, upload, and distribute a	15th	Cook)	September meeting; sent survey
readine	ss assessment as follows:			to all members
a.	Update a readiness assessment			
	detailing the HCC's capacity and			
	capability to carry out NOFO			
	activities, conduct health care			
	preparedness and response			
	operations, and address health			
	care readiness gaps, using the			
	readiness assessment materials			
	provided by ASPR.			
b.	Save the readiness assessment			
	as a single file and include the			
	task number in the file name at			
	a minimum.			
c.	Submit the readiness			
	assessment via email to the			
	Contract Manager by			
	December 15. Upload the			
	readiness assessment in			
	CRVS and ASPR's designated			
	tracking system by			
	<u> </u>	·	<u> </u>	

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	December 15.			
d.	Upload the readiness			
	assessment in CRVS and			
	ASPR's designated tracking			
	system by December 15.			
e.	Remove any previous			
	versions of the readiness			
	assessment from ASPR's			
	designated tracking system			
	as applicable.			
f.	Distribute the readiness			
	assessment to HCC Members			
	by December 15.			
g.	Ensure the readiness			
	assessment is complete and			
	accurate at the time of			
	submission and when			
	uploaded in CRVS. In the			
	event the Department			
	determines the readiness			
	assessment is not complete			
	and/or accurate, modify the			
	readiness assessment, and			
	submit and upload the			
	modified readiness			
	assessment in CRVS as			
	directed by the Department.			
Task #9	– Supply Chain Integrity	December	Drawdy (Supply	Sent out to SME workgroup for
Assessm	nent:	15th	Chain Integrity	review and request if meeting is
Update,	distribute, upload, and		Workgroup)	needed.
submit 1	the supply chain integrity			
assessm	ent as follows:			
a.	Update the supply chain			
	integrity assessment detailing			
	resource needs, vulnerabilities,			
	current access and			
	infrastructure, impact on			
	communities and mitigation			
	strategies, following the supply			
	chain integrity assessment			
	guidance and materials			
1.	=			
b.	provided by ASPR.			
b.	provided by ASPR. Save the supply chain integrity			
b.	provided by ASPR. Save the supply chain integrity assessment as a single file and			
b.	provided by ASPR. Save the supply chain integrity			
	provided by ASPR. Save the supply chain integrity assessment as a single file and include the task number in the file name at a minimum.			
b. c.	provided by ASPR. Save the supply chain integrity assessment as a single file and include the task number in the file name at a minimum. Submit the supply chain			
	provided by ASPR. Save the supply chain integrity assessment as a single file and include the task number in the file name at a minimum. Submit the supply chain integrity assessment via email			
	provided by ASPR. Save the supply chain integrity assessment as a single file and include the task number in the file name at a minimum. Submit the supply chain integrity assessment via email to the Contract Manager by			
C.	provided by ASPR. Save the supply chain integrity assessment as a single file and include the task number in the file name at a minimum. Submit the supply chain integrity assessment via email to the Contract Manager by December 15.			
	provided by ASPR. Save the supply chain integrity assessment as a single file and include the task number in the file name at a minimum. Submit the supply chain integrity assessment via email to the Contract Manager by December 15. Upload the supply chain			
C.	provided by ASPR. Save the supply chain integrity assessment as a single file and include the task number in the file name at a minimum. Submit the supply chain integrity assessment via email to the Contract Manager by December 15. Upload the supply chain integrity assessment in CRVS			
C.	provided by ASPR. Save the supply chain integrity assessment as a single file and include the task number in the file name at a minimum. Submit the supply chain integrity assessment via email to the Contract Manager by December 15. Upload the supply chain			

e. Remove any previous versions	
of the supply chain integrity	
assessment from ASPR's	
designated tracking system as	
applicable.	
f. Distribute the supply chain	
integrity assessment to HCC	
Members by December 15.	
g. Ensure the supply chain	
integrity assessment is	
complete and accurate at the time of submission and when	
uploaded in CRVS. In the event	
the Department determines	
the supply chain integrity	
assessment is not complete	
and/or accurate, modify the	
supply chain integrity	
assessment, and submit and	
upload the modified supply	
chain integrity assessment as	
directed by the Department.	
	oined Central Florida Cyber
Update, submit, upload, and	oalition and encouraged all
	nembers to join
assessment as follows:	
a. Update the cybersecurity	
assessment detailing	
cybersecurity practices,	
community impact, and	
mitigation strategies, following	
the cybersecurity assessment	
guidance and materials	
provided by ASPR.	
b. Save the cybersecurity	
assessment as a single file and	
include the task number in the	
file name at a minimum.	
c. Submit the cybersecurity	
c. Judinic the cybersecurity	
assessment email to the	
assessment email to the Contract Manager by June 15.	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15.	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15. e. Remove any previous versions	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15. e. Remove any previous versions of the cybersecurity	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15. e. Remove any previous versions of the cybersecurity assessment from ASPR's	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15. e. Remove any previous versions of the cybersecurity assessment from ASPR's designated tracking system as	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15. e. Remove any previous versions of the cybersecurity assessment from ASPR's designated tracking system as applicable.	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15. e. Remove any previous versions of the cybersecurity assessment from ASPR's designated tracking system as applicable. f. Distribute the cybersecurity	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15. e. Remove any previous versions of the cybersecurity assessment from ASPR's designated tracking system as applicable. f. Distribute the cybersecurity assessment to HCC Members	
assessment email to the Contract Manager by June 15. d. Upload the cybersecurity assessment in CRVS and ASPR's designated tracking system by June 15. e. Remove any previous versions of the cybersecurity assessment from ASPR's designated tracking system as applicable. f. Distribute the cybersecurity	

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	assessment is complete and			
	accurate at the time of			
	submission and when			
	uploaded in CRVS. In the event			
	the Department determines			
	the cybersecurity assessment			
	is not complete and/or			
	accurate, modify the			
	cybersecurity assessment, and			
	submit and upload the			
	modified cybersecurity			
	assessment in CRVS as			
	directed by the Department.			
Task #1	1 – Extended Downtime Healthcare Delivery Impact	June 15	Drawdy	
Assessn	nent:			
Update	, distribute, upload, and			
submit	the extended downtime			
health o	care delivery impact			
	nent as follows:			
45565511	10110 43 10110 431			
a.	Update the extended downtime			
a.	health care delivery impact			
	assessment detailing impacted			
	functions, community impact,			
	and mitigation strategies, the			
	extended downtime health care			
	delivery impact assessment			
	guidance and materials			
	provided by ASPR.			
b.	Save the extended downtime			
	health care delivery impact			
	assessment as a single file and			
	include the task number in the			
	file name at a minimum.			
C.	Submit the extended downtime			
	health care delivery impact			
	assessment via email to the			
	Contract Manager by June 15.			
d.	Upload the extended downtime			
	health care delivery impact			
	assessment in CRVS and ASPR's			
	designated tracking system by			
	June 15.			
e.	Remove any previous versions			
	of the extended downtime			
	health care delivery impact			
	assessment from ASPR's			
	designated tracking system as			
	applicable.			
f.	Distribute the extended			
	downtime health care delivery			
	impact assessment to HCC			
	Members by June 15.			
g.	Ensure the extended downtime			
	health care delivery impact			
	Juic delivery impact	l	l	

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	assessment is complete and			
	accurate at the time of			
	submission and when uploaded			
	in CRVS. In the event the			
	Department determines the			
	extended downtime health care			
	delivery impact assessment is			
	not complete and/or accurate,			
	modify the extended downtime			
	health care delivery impact			
	assessment, and submit and			
	upload the modified extended			
	downtime health care delivery			
	impact assessment as directed			
	by the Department.			
Task #1	2 – State Strategic Plan:	Quarterly	Drawdy	
	input into the state-level strategic plan as follows:	Qua. 66.17		
Trovide	impatinto the state level strategie plan as follows.			
2	Participate in the annual			
a.	Preparedness Advisory			
	Committee (PAC) meeting and			
	other activities as directed by			
T 1 114	the Department.	5 1	D 1 /04	Mell I I I I
	3 – HCC Readiness Plan:	December	Drawdy (Meyers,	Will update based on readiness
-	, submit, upload, and distribute	15th	Cook)	assessment
an HCC	Readiness Plan as follows:			
a.	Update the HCC Readiness Plan			
	to provide a roadmap for the			
	HCC to address strategic			
	priorities, implement the			
	cooperative agreement			
	activities, and develop and grow			
	as an organization by December			
	15, following the readiness plan			
	guidance and materials			
	provided by ASPR.			
b.	Save the HCC Readiness Plan as			
	a single file and include the task			
	number in the file name at a			
	minimum.			
c.	Submit the HCC Readiness Plan			
· .	via email to the Contract			
	Manager by December 15.			
٨	Upload the HCC Readiness Plan			
u.	in CRVS and ASPR's designated			
	_			
	tracking system by December			
	15.			
e.	Remove any previous versions			
	of the HCC Readiness Plan from			
	ASPR's designated tracking			
	system as applicable.			
f.	Distribute the HCC Readiness			
I	Plan to HCC Members by			
	December 15.			

		T	1	
	is complete and accurate at the			
	time of submission and when			
	uploaded in CRVS. In the event			
	the Department determines the			
	HCC Readiness Plan is not			
	complete and/or accurate,			
	modify the HCC Readiness Plan,			
	and submit and upload the			
	modified HCC Readiness Plan in			
	CRVS as directed by the			
	Department.			
Tool: #1	4 - Training and Exercise Plan:	December	Drawdy /Mayors	Will update based on readiness
	_		Drawdy (Meyers,	
-	, submit, upload, and distribute a	15th	Cook)	assessment
training	g and exercise plan as follows:			
a.				
	plan of projected trainings and			
	exercises through June 30,			
	2029, using the training and			
	exercise materials provided by			
	ASPR.			
h	Save the training and exercise			
	plan as a single file and include			
	the task number in the file name			
	at a minimum.			
C.	Submit the training and exercise			
	plan via email to the Contract			
	Manager by December 15.			
d.	Upload the training and exercise			
	plan in CRVS and ASPR's			
	designated tracking system by			
	December 15.			
e.	Remove any previous versions			
	of the training and exercise plan			
	from ASPR's designated tracking			
	system as applicable.			
f.	Distribute the training and			
''	exercise plan to HCC Members			
_	by December 15.			
g.	Ensure the training and exercise			
	plan is complete and accurate at			
	the time of submission and			
	when uploaded in CRVS. In the			
	event the Department			
	determines the training and			
	exercise plan is not complete			
	and/or accurate, modify the			
	training and exercise plan, and			
	submit and upload the modified			
	training and exercise plan in			
	CRVS as directed by the			
	Department.			
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	.5 - HCC Response Plan:	June 15	Drawdy (Meyers,	
	s, submit, upload, and distribute an HCC Response		Cook)	
Pian as	follows:		<u> </u>	

a.	Update the HCC Response Plan			
	to detail how the HCC will			
	implement activities that			
	support the Core Functions in			
	the NOFO, following the			
	response plan guidance and			
	materials provided by ASPR.			
b.	Save the HCC Response Plan as a			
	single file and include the task			
	number in the file name at a			
	minimum.			
c.	Submit the HCC Response Plan			
	via email to the Contract			
	Manager by June 15.			
Ь	Upload the file in CRVS and			
ű.	ASPR's designated tracking			
	system by June 15.			
۵	Remove previous versions of the			
C.	HCC Response Plan from ASPR's			
	designated tracking system as			
£.	applicable.			
f.	Distribute the HCC Response			
	Plan to HCC Members by June			
	15.			
g.	Ensure the HCC Response Plan is			
	complete and accurate at the			
	time of submission and when			
	uploaded in CRVS. In the event			
	the Department determines the			
	HCC Response Plan is not			
	complete and/or accurate,			
	modify the HCC Response Plan,			
	and submit and upload the			
	modified HCC Response Plan in			
	CRVS as directed by the			
	Department.			
Task #16	5 – COOP:	June 15 th	Meyers (Drawdy,	
	submit, upload, and distribute a COOP as follows:		Cook)	
	Update a COOP that is		,	
	informed by the HCC			
	Members' COOP, following			
	the COOP guidance and			
	materials provided by ASPR.			
h	Save the COOP as a single			
υ.	file and include the task			
	number in the file name at			
	a minimum.			
_	Submit the COOP file via			
C.	email to the Contract			
٦.	Manager by June 15.			
d.	Upload the COOP file in			
	CRVS and ASPR's			
	designated tracking system			
	by June 15.			
e.	Remove previous versions			
	of the COOP from ASPR's			
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	designated two skips or others	1		
	designated tracking system			
	as applicable.			
f.	Distribute the COOP to HCC			
	Members by June 15.			
g.	Ensure the COOP is complete			
	and accurate at the time of			
	submission and when			
	uploaded in CRVS. In the event			
	the Department determines			
	the COOP is not complete			
	·			
	and/or accurate, modify the			
	COOP, and submit and upload			
	the modified COOP as directed			
	by the Department.			
Task #1	7 – MRSE:	May 31 st	Drawdy & FSE	Updated planning team and
			Planning Team	scheduled Concept & Objectives
	MRSE by May 31, to assess the			meeting for December 5 th .
	apacity to support a large-scale,			
	nity-wide medical surge incident,			
	ng the MRSE materials provided			
-	R. Upload and submit			
docume	entation of a MRSE as follows:			
a.	Invite the BPR Training and			
	Exercise Section Administrator			
	via email to participate in the			
	MRSE, a minimum of 30			
	calendar days prior to the			
	exercise.			
b.	Save the completed ASPR MRSE			
	documentation as a single file			
	and include the task number in			
	the file name at a minimum.			
c.	Submit the completed ASPR			
	MRSE Exercise Planning and			
	Evaluation Tool via email to the			
	Contract Manager and upload it			
	in CRVS and ASPR's designated			
	tracking system within 90			
	calendar days following the			
	exercise or no later than June			
	15, whichever occurs first.			
d.	Ensure the ASPR MRSE Exercise			
	Planning and Evaluation Tool is			
	complete and accurate at the			
	time of submission and when			
	uploaded in CRVS. In the event			
	the Department determines the			
	ASPR MRSE Exercise Planning			
	and Evaluation Tool is not			
	complete and/or accurate,			
	modify the ASPR MRSE Exercise			
	Planning and Evaluation Tool,			
	and submit and upload the			
	modified ASPR MRSE Exercise			

	Planning and Evaluation Tool in			
	CRVS as directed by the			
T1. #4	Department.	A:!! 4.5th	Daniele	Hadahad /aaa full kinaa
	8 – Position Descriptions e, upload, and submit job descriptions as follows:	April 15 th	Drawdy	Updated (one full-time employee moved to part-time;
				one employee retiring December 31 st)
a.	For each individual who			
	receives HPP funds as part or			
	all of their salary/benefits,			
	complete a job description.			
b.	Save the job description(s) as			
	a single file and include the			
	task number in the file name			
	at a minimum.			
c.	Submit the job description(s)			
	file via email to the Contract			
	Manager by April 15.			
d.	Upload the job description(s)			
	file in CRVS by April 15.			
e.	Ensure the job descriptions			
	file is complete and accurate			
	at the time of submission and			
	when uploaded in CRVS. In			
	the event the Department			
	determines the job			
	descriptions file is not			
	complete and/or accurate,			
	modify the job descriptions			
	file, and submit and upload			
	the modified job descriptions			
	file in CRVS as directed by the			
	Department.			
10. Por	covery Plan	June 15 th	Drawdy	Now included in response plan.
13. Nec	covery riaii	Julie 15	Diaway	Will create new document.
Develop	o, distribute, and submit a recovery plan as follows:			will create new document.
a.	Develop a recovery plan			
	describing how the HCC will			
	integrate with key partners,			
	support the workforce, recover			
	critical infrastructure, and			
	manage community impact,			
	following the recovery plan			
	guidance and materials			
	provided by ASPR.			
b.	Save the recovery plan as a			
	single file and include the task			
	number in the file name at a			
	minimum.			
c.	Submit the recovery plan via			
· ·	email to the Contract Manager			
	by June 15.			
d.				
u.	CRVS and ASPR's designated			
	tracking system by June 15.			
e.	Remove any previous versions			
<u> </u>	Remove any previous versions	1	<u> </u>	13

		1		
	of the recovery plan from			
	ASPR's designated tracking			
	system as applicable.			
	f. Distribute the recovery plan to			
	HCC Members by June 15.			
	g. Ensure the recovery plan is			
	complete and accurate at the			
	time of submission and when			
	uploaded in CRVS. In the event			
	the Department determines			
	the recovery plan is not			
	complete and/or accurate,			
	modify the recovery plan, and			
	submit and upload the			
	modified recovery plan in CRVS			
	as directed by the Department.			
20	Preparedness Workshop:`	Upon demand	Drawdy	Awaiting dates
		opon demand	Diawuy	Awaiting uates
Par	ticipate in the 2026 preparedness workshop as follows:			
	a. Participate in person in the			
	2026 preparedness workshop			
	as directed by the			
	Department.			
21.	Quarterly Report	Quarterly	Drawdy	Submit quarterly
	nplete, upload, and submit the		·	·
	arterly Progress Report as follows:			
	, 10			
a.	Document the date of each update to			
a.	•			
	the Royal 4 Systems in the			
	corresponding Quarterly Progress			
	Report.			
b.	Document compliance the Data			
	Security and Confidentiality			
	provisions (Attachment II) by			
	providing a statement or attestation			
	certifying this requirement is met in			
	each Quarterly Progress Report.			
c.	Document the date of each HCCTF			
ر.				
	meeting or call and the name of each			
	of Provider's staff in attendance in			
	the corresponding Quarterly			
	Progress Report.			
d.	Document a summary of any updates			
	to the HCC Budget in the			
	corresponding Quarterly Progress			
	Report.			
e.	Document any updates to the			
<u>ر</u> .	governance information in the			
	=			
	corresponding Quarterly Progress			
١.	Report.			
f.	Document any HCC jurisdictional			
	changes in the corresponding			
	Quarterly Progress Report.			
g.	Document the date and method the			
		•		

	HVA was distributed to HCC			
	members in the corresponding			
	Quarterly Progress Report.			
h.	Document the date and method the			
	readiness assessment was			
	distributed to HCC Members in the			
	corresponding Quarterly Progress			
	Report.			
i.	Document the date and method the			
''	supply chain integrity assessment			
	was distributed to HCC Members in			
	the corresponding Quarterly			
	Progress Report.			
j.	Document the date and method the			
J.	cybersecurity assessment was			
	distributed to HCC Members in the			
	corresponding Quarterly Progress			
	Report.			
k.	Document the date and method the			
K.	extended downtime health care			
	delivery impact assessment was			
	distributed in the corresponding			
	Quarterly Progress Report.			
ı.	Document the date of each PAC			
'-	meeting or activity and the name of			
	each of Provider's staff who			
	participated in the corresponding			
	Quarterly Progress Report.			
m	Document the date and method the			
'''	HCC Readiness Plan was distributed			
	to HCC Members in the			
	corresponding Quarterly Progress			
	Report.			
n.	Document the date and method the			
'''	training and exercise plan was			
	distributed to HCC Members in the			
	corresponding Quarterly Progress			
	Report.			
О.	Document the date and method the			
0.	HCC Response Plan was distributed			
1	to HCC members in the			
1	corresponding Quarterly Progress			
	Report. Document the date and			
	method the COOP was distributed to			
	HCC Members in the corresponding			
1	Quarterly Progress Report.			
p.	Document the date, if known, of the			
١٣.	planned or completed MRSE in each			
1	quarter's Quarterly Progress Report.			
q.	Document the date of the email			
۱ ۹.	invitation to the BPR Training and			
	Exercise Section Administrator to			
	participate in the MRSE in the			
1	corresponding Quarterly Progress			
	Report.			
r.	Document the name of the BPR			
		1	i	L

repi	resentative who participated in			
	MRSE in the corresponding			
	arterly Progress Report.			
	cument any HCC job description			
	nges in the corresponding			
	arterly Progress Report.			
t. Doc	cument the date and method the			
reco	overy plan was distributed to HCC			
	mbers in the corresponding			
Qua	arterly Progress Report.			
u. Doc	cument the date(s) of the			
wor	rkshop and the name of each of			
Pro	vider's staff who participated in			
the	corresponding Quarterly			
	gress Report.			
	lude the progress for each Task in			
	Quarterly Progress Report.			
	e the Quarterly Progress Report			
	a single file and include the task			
	nber in the file name at a			
	nimum.			
	omit the Quarterly Progress			
	oort within 15 calendar days after			
	end of each quarter via email to			
	Contract Manager and upload it			
	CRVS.			
-	ture the Quarterly Progress			
	port is complete and accurate at			
	time of submission and when			
	oaded in CRVS. In the event the			
	partment determines the			
	arterly Progress Report is not			
	nplete and/or accurate, modify			
	Quarterly Progress Report, and			
	omit and upload the modified			
	arterly Progress Report in CRVS as			
	ected by the Department.	Ongoing	Drawdy /Mayara	Posted and available for
	n Project: Update Preparedness & Response	Ongoing	Drawdy (Meyers,	Posted and available for
aimexes	s that are not contract tasks,		Cook, Workgroups,	comment all year; workgroups
			Board)	update as needed.
			Boaru)	Working on updates to ACS and
				ID annexes
				וה מוווופעבי
Coalition	n Project – Quarterly Community Based Drills	Quarterly	Drawdy / Cook	Completed Operation Protect &
Loantion	September – Operation Protect & Secure (active	Quarterly	county Ems	Secure in September
	shooter)		County Lins	Joseph Market Market
•	December – A Glass of Mutual Aids (mutual aid			Planning a Glass of Mutual Aid
	confirmations)			at December conference
	February – Great Tornado Drill (shelter in place)			
	May – Operation Generate Confidence (generator			
	drill)			
Coalition	n Project – other exercises		Drawdy (EID	Infectious Disease Tabletop
			Collaborative)	(planning for February)

Monthly Expenses: Provide documentation for all payments made by Provider as a direct result of services provided or goods purchased through the funding of this contract and submit to Contract Manager and HCC Florida HCC SharePoint within 15 business days following the end of each month. Such documentation includes timesheets, canceled checks (if available), bank statements, receipts, invoices paid, or other documentation that supports proof of payment.	15 business days following the quarter	Drawdy	Submitted monthly
Single federal audit: organizations receiving more than \$750,000 annually are required to undergo a single federal audit by 9/30 annually.	6/30/26	Drawdy	Completed 2024 audit with no findings Completed state FY 24-25 audit with no findings
IRS 990	November 30 annually	Drawdy	Completed 2024 in July
Coalition Project: Communicate with members Sent out alerts, training and exercise opportunities (Drawdy) Keep website updated (Meyers) Quarterly member meetings (all) Quarterly communication drills (Drawdy & Cook)	Quarterly	Drawdy	Need to identify non-power communications drill Quarterly comms drill in September
Coalition Project: EMResource EMResource Steering Committee is establishing best practice guidelines and training videos Ranked high as UASI project (expect to receive funding to sustain)	Quarterly	Meyers (Drawdy, Cook, Hospitals, EM, EMS, FHA)	UASI funding began May 1st Additional funding received will be used to extend period Resubmitted for 2026 (may require 25% match; working with Orange County)
Coalition Project: Hospital Minimum Readiness Maintain hospitals at minimum readiness standards (by hospital size	June 30 Annually	Drawdy (Meyers, Cook, Hospitals, Board)	Ongoing Contingency plan will meet needs for FY 25-26
Monthly hospital calls Coalition Project: FAC Team	Annual	Drawdy (Meyers, Cook, Team Members, Board)	Developed plan to recruit and revitalize team
Coalition Project: Regional Trauma Advisory Board (Executive Committee, Clinical Leadership Committee, Preparedness Committee (RTCC plan), System Support Committee	Annual	Drawdy (Meyers, Cook, RTAB Members)	Committees meeting bimonthly Executive Committee focus on increasing EMS engagement System Support will lead STB project Preparedness will lead Pulsara implementation, patient movement/MOCC plan Reforming Extended Care Committee
Coalition Project: 2025 Regional Medical Surge AAR/IP: • Offer additional HICS training (completed June	As Identified in AAR/IP		In progress

•	Provide (record and post) CHEMPACK training		
•	Develop cross-county and regional coordination and command plans (6/26)		
•	Exercise a two-county event, focused on coordination and command (6/27)		
•	Provide information on resources available through Coalition (completed)		
•	Participate in UASI regional cyber response project (ongoing)		
•	Provide data to FSED workgroup (completed)		