12-17-24 CFDMC Board Meeting

Board Members Participating: Eric Alberts (with proxies from Clint Sperber and Dr. Pappas), Maria Bledsoe, Lynne Drawdy, Molly Ferguson, Olive Gaye, Alan Harris, Dr. Vincent Hsu, Aaron Kissler, Reginald Kornegay (with proxy from Lynda W.G. Mason), Aaron Rhodes, Wayne Smith, Dustin Williams

Others Participating: Beverly Cook, Matt Meyers

Call to Order, Welcome, Roll Call & Introduction of New Board Members: Lynne Drawdy took roll and reported a quorum was reached. Reggie Kornegay thanked all those attending.

Approval of October 2024 Board Minutes: Reggie shared that the minutes of the October Board meeting were included in the meeting invitation. Maria Bledsoe moved to approve the minutes as submitted and Olive Gaye seconded the motion. There were no objections and the motion carried.

Approval of October & November 2024 Treasurer's Reports: Lynne Drawdy said Lynda has reviewed the reports and the Coalition remains in good financial shape. She noted that we submitted the Coalition IRS 990 in October as required and we will begin the 2024 single federal audit in May 2025. Alan Harris moved to approve both Treasurer's Reports as submitted and Aaron Rhodes seconded the motion. There was no opposition and the motion carried.

Executive Committee Update: Reggie shared that the Executive Committee met on November 18 and many of the items discussed are included on today's agenda. The next meeting is in January 2025.

Old Business:

- **Board Engagement**: Reggie Kornegay said the engagement report was in the calendar invitation. He applauded the Board members for their engagement and encouraged all to continue to promote participation in coalition activities and seek input among constituents as much as possible. Lynne thanked the Board members and stated that their leadership is what has made the Coalition a role model. Reggie echoed his appreciation.

- **Conference Results**: Lynne stated that we had a total of 74 attendees, which was below our target of 100. We exceeded the target of $2,000 in sponsors/exhibitors, with a total of $3,500. She stated that the satisfaction survey results were included with the calendar invitation. The satisfaction rate was 100% and the engagement rate (likeliness to attend next year and likeliness to recommend to others) had 80% top box scores. The biggest opportunity theme was the need to increase attendance. Lynne said she will survey members to determine ways to increase attendance.

- **Issues Board / Traffic Light Report:** Lynne said the updated report was in the meeting invite. This reflects the new contract deliverables. The group discussed the priority of family reunification plans. We received a request for the FAC team following the St. Lucie tornadoes. We were able to secure team members but struggled with having an experienced team leader.

Before the team was deployed, the request was withdrawn. We have requested copies of plans from each county. Alan asked if we were asking for other plans, such as school plans, Sheriff's office plans, etc. Lynne stated that we have not asked for those but will reach out.

- **RMAT Updates**: Eric Alberts said the team has moved into the Lake County warehouse. The bathrooms were repaired and the space is good. The team is currently conducting a complete inventory and will identify any equipment gaps. Next steps will be updating the mission ready package, preparing a community event support request form, and updating the team credentialing process. The team has been asked to support the Cocoa Air Show in January and an exercise in Orlando.

- **Contract & Grant Updates**: Lynne Drawdy said she signed the contract amendment on December 6th, which will remain in place through June 30, 2025, with yearly contract updates through 2029. She shared that all coalitions worked together to negotiate deliverable due dates but we were not successful in removing new financial penalties related to deliverable resubmissions. All coalitions are concerned about this. If this occurs, we may have to contact ASPR.

  Lynne advised that FDEM has agreed to cover re-skinning the ACS tents for the UASI counties. The non-UASI counties were submitted for SHSGP funding. NOTE: FDEM has agreed to reskin all the ACS tents. The EMResource project scored high in the UASI rankings and should be funded. She noted our region submitted a project last year for a statewide Top the Bleed campaign and this was funded; we should receive the dollars within the next few weeks and Sheryl Aldarondo from Orlando Health will lead the project for our region, focusing on the faith based community.

New Business:

- **Updates from National Healthcare Coalition Conference:** Lynda, Reggie and Lynne attended the national conference. Lynne stated that she was disappointed in the program content and did not feel that there were anything actionable that we could implement. Reggie said he gleaned insight on how coalitions are interacting, and from the Ybor City shooting presentation. He also sat in on a session on EMS integration for mass casualty, particularly how EMS discharges from the scene with casualties and having EMS go to nearest hospital with triage there and discharge to other supporting hospitals in the community. Lynne put a link to all presentations on the meeting agenda for the Board to review as interested. Lynne said Steven Lerner and Region 4 co-presented on the use of coalition quarterly drills and this was well attended and provided participants with something to implement.

- **Board Appointment – Nicole Fulton:** Reggie stated that Nicole's resume was added to the calendar invite. He said her resume is impressive, and she will bring long-term care expertise to the Board. Lynne said we have struggled in getting engagement from long-term care and Nicole has been very engaged in the coalition. She asked the Board to appoint Nicole to serve the remainder of the previous long-term care board member's term, through December 2025. Aaron Rhodes made a motion to approve Nicole's appointment, and Olive Gaye seconded the motion. There were no objection and the motion carried. Dr. Hsu said we need to pay more attention to nursing homes, the issues they face and how we can assist.

- **Officer Transition:** Reggie stated that at the annual conference, we announced that Eric Alberts will take over as Board Chair in January 2025 with Clint Mecham coming on as Vice Chair. Reggie thanked Eric and Clint and stated that he would remain engaged. Eric thanked Reggie for his leadership over the past two years.

- **2nd Quarter Contract Deliverables Due 1/15/25:**

    - **HVA:** Lynne the annual update went out for member review and all comments have been incorporated. This was attached to the calendar invitation. Eric moved to approve the HVA as submitted and Maria seconded the motion. There was no opposition and the motion carried. The plan will be shared with all members.

    - **Readiness Assessment:** Lynne advised this is a new ASPR deliverable which replaces the old capabilities assessment and is used as a planning tool for the readiness plan due in March. No board approval is needed and she will share this when it is completed.

    - **Supply Chain Integrity Assessment:** Lynne advised this is a new ASPR priority, and we convened a subject matter expert workgroup to review the plan for 2022 and update it with lessons learned from recent events. The workgroup approved the draft and it has gone out to members for review and comment. We need board approval and there is no board meeting before due date. Eric made a motion to approve the plan noting that any comments received will be addressed and Aaron Rhodes seconded the motion. There were no objections and the motion carried. Lynne will share the final plan with the Board and all members.

    - **HCC Boundary Map:** Lynne said this is a new deliverable and we will submit the Region 5 map that shows our counties.

- **Communications Policy Update re AI Recordings:** Eric Alberts said the Coalition has had requests to allow AI recordings during calls/meetings. As AI recordings are not always reliable, and some of the information we discuss is sensitive, the Executive Committee made a decision not to allow AI recordings. This was added to our communication policy. The Coalition always publishes a summary of meetings. Lynne asked if others have had this request and have concerns. Alan said they do not use AI recordings.

- **2025 Meeting Schedule:** Reggie asked the group if they want to maintain the current Board schedule for 2025. All agreed. Lynne will send a meeting schedule and calendar invitations.

Board Member Updates/Announcements:

Eric thanked Lynne, Matt and Bev for their efforts and Reggie agreed.

Olive Gaye said they are managing flu season in home health.

Lynne reported that we will be scheduling the Great Tornado drill in February.

Dr. Hsu said they are watching respiratory viruses with a little increase in flu and RSV. He shared 2024 was a pretty good year overall. Lynne mentioned the upcoming Florida Infectious Disease

Transportation Network exercise in February with AdventHealth Waterman and the Orlando transport team. She thanked Dr. Hsu for leading this and stated they are using Mpox as the scenario.

Aaron Rhodes said they are continuing normal operations.

Aaron Kissler said they are working on a strategic plan.

Lynne noted that the coalition has kicked off planning for the 2025 FSE with the Concept & Objectives meeting and thanked all who are on the planning team. She will keep the Board updated. The date of the exercise is April 10th.

Reggie said the focus on resiliency at the annual conference was great to have with year ahead.

The meeting was adjourned at 4:55 p.m. Reggie wished all a happy holiday season.

10-22-24 CFDMC Board Meeting Minutes

Board Members Participating: Eric Alberts, Maria Bledsoe, Lynne Drawdy, Molly Ferguson, Olive Gaye, Alan Harris, Dr. Vincent Hsu, Aaron Kissler, Reginald Kornegay, Ken Peach, Christina Proulx, Wayne Smith, Clint Sperber, Lynda W.G. Mason, Dustin Williams

Others Participating: Beverly Cook, Matt Meyers

Call to Order, Welcome, Roll Call & Introduction of New Board Members: Lynne reported a quorum was reached. Reggie Kornegay thanked Molly Ferguson for joining the Board. Molly introduced herself and provided her background at FQHCs and her current role. Lynne advised that Mike Szczepanski had a family emergency and was unable to attend.

Approval of August 2024 Board Minutes: Reginald Kornegay said the minutes were included in the meeting invitation. Dustin Williams made a motion to approve the minutes as submitted; Olive Gaye seconded the motion. There was no opposition and the motion carried.

Approval of August & September 2024 Treasurer's Reports: Lynda W.G. Mason said she reviewed the reports and the Coalition is in good financial shape. She shared that at the end of September, the coalition had an ending balance of $633,160.98 and there were no expenses out of the ordinary. Lynda indicated it will be interesting to see the October report with the changes re the new warehouse. Lynne advised that we have $500,000 in two savings accounts. Our bylaws require that we keep 180 days of operating expenses and with the current surplus we have more than triple that, which is part of our sustainability plan. Eric Alberts said if for some reason the federal government stops the grant funding, then the coalition will be able to continue to function, which is a huge benefit. Alan Harris made a motion to approve the two reports; Ken Peach seconded the motion. There was no opposition and the motion carried.

Executive Committee Update: Reggie shared updates from the September 16th Executive Committee meeting. Many of the items will be discussed in detail later in today's agenda, including the contract update, the RMAT update, the conference, and SHSGP and UASI projects. The Executive Committee reviewed an MOU, led by Region 5 and signed by the other coalitions, which formalizes the coalitions working together and supporting each other.

New Business – Hurricane Milton Updates:

- Alan Harris reported from an emergency management perspective that there was flooding from the St. Johns River. He shared a best practice of daily calls with Seminole County partners, which got great reviews. He stated that in Seminole, some facilities lost generators and there were 500 patients transferred into ALFs and nursing homes from other counties. He advised they are now in recovery mode with FEMA registration sites in the county.

- Clint said that St. Lucie County experienced devastation from 12 tornados, including one EF3. The event went on for several hours and to say it was challenging is an understatement. One new building that was built to withstand a Category 5 hurricane was demolished. He stated that there was a massive MCI response, including ambulances from West Palm Beach, AMR and the state strike team. Following the event, public health sent out EPI, Environmental Health and nursing strike teams went out into the community, going door to door to assess proper food sanitation, lost prescriptions, oxygen needs and other impacts. He stated that the support from ESF8 was tremendous. Lynne stated that at last week's Trauma Advisory Board meeting, Dr. Rubay, Medical Director at Lawnwood Trauma Center, reported on their response to the mass casualty, and stated that the response was seamless and credited the April exercise with helping them prepare. She stated that he has been asked to present on this at the December Trauma Advisory Board meeting and we can expand this to include the entire response.

- Christina Proulx said Cleveland Clinic fared well and did not have a large surge. She shared the preliminary post weather report from the National Weather Service: https://www.weather.gov/mlb/HurricaneMilton_Impacts

- Aaron Kissler agreed that ESF8 did a great job and Lake did not have much surge. He responded to Perry and there was surge at local hospitals there.

- Lynne shared a Region 4 best practice. Pinellas healthcare workers needed fuel to get to work and the Coalition there partnered with emergency management to submit a mission request to the state for fuel. They sent fuel trucks to three different sites. Lynne asked if this is something we have done in the past in our region and Alan stated that he did this during one hurricane response. Eric stated that he has a hospital in Pinellas and it was a huge benefit as hospital personnel were unable to work without this fuel. Those getting fuel had to provide photo IDs and their work credentials. Lynne stated that this was also targeted for home health workers to keep those individuals out of the hospital. She stated that this will be documented as a best practice and she will work with emergency management if this is needed in the future.

- Dustin said they received input from hospitals in North Carolina following Helene that damage closed the Baxter factory which has caused a national shortage on IV fluids. He shared the FDA did approve imports of products from other countries. Lynne reported that Florida Hospital Association has been leading the effort on this for our hospitals, holding calls, sending out surveys to determine needs, and sharing resources. This information is sent out to hospitals and posted on the Coalition website. Eric said most hospitals are deeply impacted and they have had to implement conservation measures. Lynne stated that on top of the OneBlood event, this emphasizes the need for diversity in the supply chain. Reggie asked Dustin to share anything else that would have an impact.

Old Business:

- **Board Engagement**: Reggie Kornegay indicated the report was sent out with the calendar invitation. He noted that overall Board members are very engaged and as Board participation is vitally important, he encouraged all to continue to look for ways to increase participation in Coalition projects. Lynne stated that there is one Board member who is not responding. Eric asked that Lynne send this to him and he will reach out one last time. Several Board members provided input on other individuals who could represent this discipline.

- **Board Survey**: Lynne reminded the Board of the survey regarding community leaders we need to engage and asked that Board members respond.

- **September Meeting Update**: Lynda W.G. Mason advised that the survey results were shared in the calendar invitation.

- **Issues Board / Traffic Light Report:** Clint Sperber said the updated report was in the meeting invite and he shared a few highlights: He advised that family reunification is a high priority and St. Lucie saw the need for this during the tornado response. He stated that the Coalition is continuing to promote implementation of Pulsara. Pulsara has placed a representative, Forrest Winslow, full-time in Central Florida over the next few months to work with agencies in implementation. The Coalition sent out an FRC/FAC toolkit to partners and submitted this to ASPR-TRACIE as a best practice. The Coalition also offered to facilitate an FRC tabletop for interested counties and have requested counties and hospitals to share their FRC/FAC plans.

  Clint advised the Coalition submitted a project to UASI and SHSGP for re-skinning the tents in the ACS caches. The UASI project scored high but we were only allowed to submit for the quad tents this year and will need to submit a project to re-skin the smaller tents next year. The SHSGP project will be ranked during the November Domestic Security Coordinating Group meeting. The Coalition also submitted a UASI project to sustain EMResource; this also scored high.

  We continue to seek engagement with community leaders and a survey was sent out to the Board to obtain contact information for city, county and community leaders we should contact.

  The Coalition is still working to find an EMS agency to accept the ambu-bus; the City of Ocoee has expressed an interest but we may have to terminate the project if they do not accept the bus

  The Cyber tabletop exercise is scheduled on October 30th at the Orlando FBI office or virtually.

  The Leader and Member of the Year nominations close on October 30th and the Executive Committee will vote on the Leader of the Year and the Board will vote on Member of Year; these will be announced at the December conference

  In collaboration with emergency management offices across the region, the Operation Protect and Secure functional exercise was held September 18th at healthcare facilities; this enabled them to test their lock down plans. Eighty-five (85) organizations registered and 63 participated. These quarterly drills are considered a best practice and have been replicated by other regions. We will present the functional drills at the national healthcare coalition conference in December.

- **RMAT Updates**: Eric Alberts said the Coalition signed agreement for warehouse with Lake County effective October 1st/ We will move vehicles and the forklift on November 12 and will move the other equipment and conduct an inventory on November 18. This space is not ideal as it has no air conditioning or restrooms but this will give us time to either look for other space or for Lake County to build the space out to meet our needs.

- **Contract Updates**: Lynne Drawdy said the new draft contract amendment was received on October 10th (the date Hurricane Milton hit) and comments were due the following Monday. All the Florida HCCs have discussed and agreed to submit the same concerns. She stated that there are several new deliverables due in the next 2-3 months and there are new financial penalties in terms of resubmittal of deliverables. We are having a call with the other healthcare coalitions, the state and ASPR on Wednesday to hopefully address these concerns and finalize the contract. The new deliverables are:
    - December 15th: Supply Chain Integrity Assessment (the plan is to reconvene the previous workgroup)
    - January 15th: HCC Boundaries (we have already completed this)
    - January 15th: Readiness Assessment (ASPR provided template). Lynne will review the template and identify if a workgroup is needed)
    - January 15th: Cyber Security Assessment (ASPR provided some guidance; we will begin to address this during the Cyber tabletop and the after action report)
    - January 15th: Training and Exercise Plan (in past we have turned in the Region 5 MYTEP – there is now an extended template that we must complete. The Coalition will coordinate this.)
    - January 15th (and again on April 15th): Plan for an extended downtime health care delivery impact assessment. (this is an area of concern and will be discussed on Wednesday. Once we have further guidance, we will identify a workgroup.)
    - March 15th: HCC Readiness Plan (this looks as though it is an extended version of the Preparedness Plan; the Coalition can coordinate and may reach out to disciplines for input).
    - June 15th: COOP (we have already completed this and will update)

  Other deliverables from the previous contract:
    - HVA: due January 15th (in progress)
    - Response Plan: due June 15th (follows HVA/Readiness)
    - MRSE: Due May 31st (in progress)

  Lynne stated that she has no doubts about meeting these deliverables and we will reach out to disciplines as needed.

- **December Conference:** Eric Alberts advised that the conference will be held at Valencia College School of Public Safety, with pre-conference trainings and an exercise on December 3rd and the main conference on December 4th. The agenda highlights and registration link have been sent out to members and is posted on the website. A formal agenda will go out in November. Eric encouraged all Board members to register and attend. Lynne said the Executive Committee has selected a Board gift. Typically, this would be a surprise but we need Board member sizes for this. Eric stated that without telling what the gift is, Board members can provide their size for a shirt or jacket. Lynne advised that these are unisex and should be small, medium, large, X-large, etc. up to 4X. Lynne asked that the Board put this in the chat or email or call her.

Board Member Updates/Announcements:

- Eric advised that Orlando Health is acquiring three new hospitals; two in Brevard (Rockledge and Melbourne) and one in Indian River County (Sebastian River). The closing date is October 23.

- Dr. Hsu said he had some experience working with a Hendersonville hospital following Helene and the issues with no power and water. He stated that this highlighted the need for preparing for the unexpected, and there were many lessons learned and they are working on a play book for other hospitals. Dr. Hsu suggested that we do more to engage skilled nursing facilities in response, like they did in COVID, while recognizing that they also operate on razor thin margins. Lynne stated that the agenda for the December conference is set but suggested that we use the March meeting to discuss the 2024 hurricane responses and lessons learned/best practices. Dr. Hsu agreed and suggested that we invite the hospital from North Carolina to participate. Reggie agreed and said counterparts in North Carolina had challenges they were not prepared to deal with and they had to share Florida resources. We will make this the major topic at the March meeting.

Next Meeting: December 17th at 4 p.m.

The meeting was adjourned at 5:07 p.m.

8-20-24 CFDMC Board Meeting Minutes

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

Others in Attendance: Beverly Cook, Matt Meyers,

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

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

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

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

Old Business:

- **Board Engagement**: Reggie advised that an updated report was attached to the calendar invitation, and Board member engagement remains strong for most. There are a couple with whom we will follow-up.

- **June Meeting Update**: Lynda advised that the survey results were sent with the calendar invitation and demonstrates continued high satisfaction and engagement. An improvement area identified was to continue to get additional people engaged.

- **Issues Board / Traffic Light Report**: Clint Sperber said the updated report was attached to the meeting invitation and includes the new contract tasks and deliverables. He highlighted activities over the past two months. The Coalition has worked with John Corfield with Orlando

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

- **Regional Medical Assistance Team (RMAT) Updates**: Eric advised that we received notice from Orange County that we must move out of the warehouse by November 15th. We have been unable to find a property in the metro Orlando area within our budget. The contingency plan is to move into the Lake Square Mall space. This space is not optimal as it has no air conditioning or restrooms, but it will allow us an additional year to try to find other space. The team commander will do an inventory of equipment during the move to identify gaps. Once we have that, the team's missions can be updated and the team will put together a flyer with their capabilities and a request form for community events. Eric advised that all vehicles have been rehabbed and are in good shape. We are still expecting the response trailer from the state within the next few months.

- **Contract Update**: Reggie reported that the Coalition signed a one-year contract with the state with the deliverables the same as the last contract. He advised that the new federal guidance has been released and the state is working on a contract amendment which we should receive in October. The new guidance includes a focus on cyber security, workforce assessment, and healthcare system downtime.

- **Strategic Plan Update:** Lynne Drawdy reminded the Board that at the May retreat, we extended the strategic plan for a year and agreed to incorporate new objectives to address issues identified in the SWOT. An updated plan was sent out with the calendar invitation The new objectives include increasing engagement with EMS and emergency management and assessing the new ASPR requirements to identify and plan for gaps. Ken stated that there is a lot going on with healthcare workforce retention, including increased CMS workforce payments, and use of community health workers. Ken will share recent articles on these. Lynne advised that ASPR is also putting an emphasis on strategic planning. Eric made a motion to approve the Strategic Plan as submitted and Lynda seconded the motion. There were no objections and the motion carried.

- **Sanford Air Show After Action Report (AAR):** Eric reported that the RMAT set up an alternate care site in support of the Sanford Air Show in April. The AAR was sent to the Board for review and approval. Lynne stated that this event allowed the new deputy team commander to step into the team commander role. Alan Harris moved to approve the AAR as submitted and Dustin seconded the motion. There were no objections and the motion carried.

New Business:

- **Board Appointments**: Reggie advised that two resumes were sent out with the meeting invitation. One is for Molly Ferguson as a replacement for Georgianne Kirk who has left Community Health Centers, Inc. Lynne advised that Molly has been a very engaged Coalition member. Ken moved to appoint Molly to the board and Olive Gaye seconded the motion. There were no objections and the motion carried. The second is a replacement for the mass fatality representative as Dr. Zydowicz is unable to participate. Lynne advised that we reached out to all the medical examiner offices in the region and Mike Szczepanski from Brevard Medical Examiner's office volunteered. Lynne advised that Mike has Sheri Blanton's endorsement. Alan moved to approve Mike's appointment to the board and Lynda seconded the motion. There were no objections and the motion carried

- **September Coalition Meeting**: Clint Sperber said the meeting agenda was sent out with the calendar invitation. The meeting will be at the Martin EOC with a comprehensive agenda.

- **December Conference**: Eric reported that the conference planning team has begun planning for the December 3rd training sessions and the December 4th conference. The conference theme is 'A Culture of Resilience'. Valencia is not available on this date and we are looking at Seminole State College. He reviewed potential topics and stated that a save the date will be sent out in September and the agenda and registration should open in early October. We are hoping to encourage more to participate in person this year.

- **National Preparedness Conference**: Lynne advised that the national conference will be in Orlando on December 10 – 12. Information on the conference was previously sent to the Board. Lynne said that she will attend and asked if any Board members want to attend. Lynda and Olive both would like to attend, and Reggie stated that if he is not traveling, he would like to attend at least one day. Lynne will make reservations and pay the registration fees.

- **Budget Amendment**: Lynne asked for Board approval for several budget amendments, including $575 for Matt Meyers to attend a Juvare conference in Orlando and adding the additional Board members attending the national preparedness conference. Lynne reported that our region led a statewide effort to draft a Memo of Understanding among all Florida Healthcare Coalitions. During this discussion, the issue of worker's compensation came up and it was agreed that every coalition would cover their employees. Lynne asked for approval to add worker's compensation coverage for Coalition employees, at a cost of approximately $365 per employee per year. There will be a budget reduction in IT due to our partnership with TechSoup. For example, for a small administrative fee, we can get significant savings on software such as Zoom and Constant Contact. The state has stated that this is allowable. and Constant Contact as examples. The state says it is allowed. Lynne stated that the additional costs will be offset from the warehouse rent not used in July, August and September. Eric moved to approve these budget amendments, and Dr. Hsu seconded the motion. There was no opposition and the motion carried. Lynne will send the amended budget to the state for approval.

Board Member Updates/Announcements:

- Clint Meacham announced that Jim Judge will be retiring November 1st. Lynne has his recognition plaque and will get this to him.

- Dustin Williams shared that as of the first of the year, a new drug supply chain law passed, allowing Florida to import drugs manufactured in Canada.

- Eric Alberts stated that COVID is still around and Monkey Pox cases are creeping up. He stated that there is a lot of growth in healthcare, with new hospitals and free standing emergency departments coming online. He stated that the OneBlood event highlighted critical supply chain issues. Hospitals are also focusing on hurricane season preparedness.

- Ken Peach said he read recently about the issue of rising fire risks in parking garages caused by electric vehicles and lithium batteries, so inspections of sprinklers is key. He also shared information he read about hospital flooding and went over the response and the issues that cascaded from this. Lynne said the September Member meeting will have a speaker regarding risks with lithium batteries and we have a speaker regarding hospital flooding scheduled at the December Conference.

- Aaron Kissler mentioned the health assessment in the strategic plan and stated that he has a community health needs assessment group that meets, including public health and hospitals. We may be able to collaborate or include this information in our health assessment. Lynne said we are waiting to hear from ASPR as to what is required in the assessment and she will note this opportunity.

- Clint Sperber advised that the Florida Department of Health has five program councils, one focused on preparedness. He stated that the group has decided to realign the public health regions with the new DEM regions. They will fill the new regional positions through attrition. This will not impact the Coalition's region.

- Olive Gaye said they have been working with shut-ins and working on diseases popping up.

- Dr. Hsu said they have been screening patients to identify potential Money Pox cases. He stated that COVID rates are on the way down in Florida.

- Lynne reminded the Board that we are hosting a Crisis Leadership Course on Thursday at ORMC focusing on Dallas Ebola case study. She thanked the Board for their support.

Next Meeting: October 22 at 4 p.m.

The meeting adjourned at 5:00 p.m.

5-24-24 CFDMC Board Retreat Minutes

Board Members Present: Eric Alberts (proxy for Ken Peach), Lynne Drawdy, Olive Gaye, Alan Harris, Dr. Vincent Hsu, Reggie Kornegay, Clint Mecham, Dr. Peter Pappas (proxy for Chief Kammel), Chief Aaron Rhodes, Wayne Smith, Clint Sperber (proxy for Aaron Kissler and Christina Proulx), Lynda W.G. Mason (proxy for Maria Bledsoe)

Others Present: Beverly Cook, Manuel Soto, and members from ASPR and the Taiwan Delegation joined the Board from 11 am to 1 pm

Welcome: Reginald Kornegay welcomed all and called the meeting to order at 9:35 a.m. A quorum was reached.

Approval of February 2024 Board Minutes: Reggie reminded everyone that the minutes were previously distributed and asked if there were any changes or additions. Chief Rhodes made a motion to approve the minutes as submitted and Eric Alberts seconded the motion. There was no opposition and the motion carried.

Approval of February, March, April 2024 Treasurer's Reports: Lynda W.G. Mason stated she reviewed and balanced the three treasurer's reports and reported the Coalition is in excellent financial standing. She said the coalition staff are good stewards of the funding. She advised the required single federal audit for 2023 is underway and is scheduled to be completed by June 30th with no issues expected. Lynne pointed out that we typically spend more in the last quarter, including exercise travel and hospital equipment, so our ending balances in June will be lower. Olive Gaye made a motion to approve all reports and Chief Rhodes seconded the motion. There were no objections and the motion carried.

Executive Committee Update: Reggie provided an update from the May Executive Committee meeting. Most of these items will be covered during today's agenda, including updates on the regional medical assistance team and a budget revision.

Old Business:

Board Engagement: Reggie advised that the Board Engagement report was sent to Board members and stated that overall the Board is doing well with engagement. There are two Board members who have not been engaged. We have reached out to these individuals with no response. Lynne asked if this could be delegated to the Executive Committee to handle. Clint Mecham moved that the Executive Committee be delegated to manage this. Clint Sperber asked what was in the bylaws, and Lynne reported that the Bylaws state if Board members miss more than a quarter of the meetings in a term or three consecutive meetings, the Board may remove and replace that Board member. Clint seconded the motion. Eric suggested that we move forward with this today. Clint Mecham amended his motion to remove and replace these individuals and Clint Sperber seconded the amendment. There were no objections and the motion passed. Lynne will send thank you letters to those leaving and will seek replacements for presentation to the Board.

March Meeting Update: Lynda said the survey results were provided to the Board and satisfaction and engagement rates were both at 100%. She stated that an opportunity identified was to encourage members to attend in person. Eric said the presenter was great. Lynne asked Board members to let her know if they know of someone who has a presentation that would be beneficial to Coalition members. Chief Rhodes suggested that electrical vehicle fires would be a good topic.

Traffic Light Report: Clint Sperber advised this was sent out to the Board. He reported that all Quarter 3 deliverables were submitted and approved and all Quarter 4 deliverables have been accomplished and are being submitted. He stated that we are submitting both SHSGP and UASI projects to re-skin the tents in the alternate care site caches. Clint advised that patient tracking during Hurricane Ian was problematic and is a high priority gap. Pulsara will help to close that gap and the Coalition will be working with the Trauma Preparedness Committee and other healthcare coalitions on a statewide MCI coordination plan. Eric reported that the State Domestic Security Task Force Executive Committee has asked for a presentation on Pulsara. Chief Rhodes stated that they have added this presentation to the PRR committee in September and he agreed this should be elevated to the state level so that we can ensure buy-in and sustainment. There have been concerns expressed about funding and Lynne stated that the funding is state general revenue, not grant funding, and it is in statute, so the only way we would lose the funding is for the Governor to veto this. Chief Rhodes emphasized this is why we need policy makers to be advocates.

RMAT Updates: Lynne stated that we have made a lot of progress in updating our vehicles over the past few months. We sold the oldest F-350 for above market value ($5,000). There are two other vehicles (another F-350 and a box trailer) which we plan to sell; we are holding these now for potential storage during the move and will move forward with selling these after the move. We received approval to use grant funds for vehicle maintenance and the two F-250s and F-450 have been fully rehabbed, giving us three vehicles in good shape. The state is providing a new incident command trailer funded through the grant by the end of June. We also purchased through grant funds a new trailer for the team.

Lynne advised that Orange County has informed us that we need to move our equipment by the end of August. The Lake County mall property is available but has no A/C or restrooms and Lake County cannot make any renovations on the property until after the November election. Eric stated that he has a team member whose spouse works in commercial real estate and they are helping us look for other properties. Lynne stated that Lake County is holding this space as a backup if we cannot find an alternative before August.

We will be working on mimicking the new IMT credentialing process and will update background screenings on team members over the coming year. Lynne reported that the Sanford Air Show went well and she will share the after action report with the Board when received. Lynne asked the Board to let her know of any events that the team could support. Clint Sperber asked if there is any criteria regarding event size or type. Lynne will get with the team commander to develop a flyer. Eric stated that he has raised the issue of getting the team recognized as a state team and this will be further discussed at the next state meeting. Our team is the only team left from the state medical response system; the other teams have been disbanded. Other states such as North Carolina and Texas are supporting these teams. Lynne reminded the Board that the team deployed for 18 months under state missions during COVID and the state was very pleased with their performance.

Exercise Updates: Eric shared the Coalition held or participated in four exercises since February: On February 14th, the Crisis Standards of Care tabletop exercise was held at Orlando Health Horizons West. There was great participation by hospitals, EMS, emergency management, public health, and other partners. The draft AAR was sent out to the workgroup for review and then to the Board. Eric advised that on March 6th, the Coalition participated in a virtual statewide Chemical Surge Annex tabletop that included a regional breakout. Again, there was great participation from our partners, and the AAR was sent out for member review and then to the Board. Both AARs will be presented for Board approval later in the agenda.

Eric reported that on April 18th, several Board and Coalition members participated in the Division of Emergency Management Region 5 tabletop exercise. He advised that these exercises are being held in each region and are designed to identify regional gaps in response coordination and communication. We will share the after action report with the Board when received.

Eric advised that on April 25th, the regional full scale medical surge exercise was held. The scenario was a complex coordinated terrorist attack with truck bombs at various high traffic intersections and high risk facilities across the region (including detonations at Millenia Blvd. and I-4 and a high rise building on West Church Street in downtown Orlando). The trucks contained hydraulic fluid, requiring decontamination. Most hospitals within the region participated. During the exercise, hospitals demonstrated their ability to surge 20% (with more than 1,700 live victim volunteers and more than 500 paper victims). Hospitals also practiced the Hospital Incident Command System. Many hospitals exercised infrastructure protection with FBI sending in "bad guy" actors to try to get past hospital security. We assessed the region's ability to share and receive timely communications to support security, provide situational awareness and support operational decisions (including EOC connectivity with hospitals and each other). ORMC and Orlando Fire Department also piloted Pulsara during the exercise, tracking and reunifying 34 patients using the app. Eric advised that new elements for this year were a focus on an escalating event and the need for longer-term response, and a cyber incident late in the exercise. This will set the stage for a follow-up cyber exercise we are coordinating with the FBI and CISA. Seminole County Emergency Management also participated in the full scale exercise, fully activating and coordinating with local partners as they would in a real event. Alan stated that first responders simulated activation and response and he would loke to look at this regionally with multiple incident command posts. Lynne advised that regional communication and coordination was identified as a gap in the state Region 5 tabletop. Chief Rhodes stated that a missing piece is engagement by decision-makers and we need to engage them in exercises. Eric stated that more than 100 partner agencies supposed the exercise. He advised that the after action meeting was held on May 10th and overall, hospitals improved over last year. Dr. Hsu stated that he has students and is incorporating emergency management into their curriculum; he would like them to participate in the exercise next year. Lynne will add Dr. Hsu to the planning team. We are working on the after action report/improvement plan and this will be sent out to the planning team for review next week. We will then ask the Board to review and approve via email. We also debriefed on exercise planning and execution and identified things we can do better next year.

Final FY 23-24 Budget Revision: Lynne shared the final proposed budget revisions for this year. The document was shared with the Board prior to the meeting and changes are highlighted and discussed. Some categories were underfunded (including $3500 in salaries due to additional hours for the administrative assistant in support of the exercise and travel due to the number of out of state evaluators this year. There are always gaps in equipment and hospital supplies. Lynne asked for approval to move unused funding to close the gaps in salary, travel and use any leftover funding to reduce the gap in hospital equipment and supplies. She stated that after many years, we are close to being caught up with hospital equipment and supplies. Eric made a motion in support of this recommendation and Lynda seconded the motion. There was no further discussion or objections and the motion carried.

Approval of Final FY 23-24 Deliverables:

- **Chemical Surge AAR**: This was sent out to the exercise participate for review and comment and was attached to the Board calendar invitation. Olive Gaye moved to approve and Eric seconded the motion. There was no discussion or opposition and the motion carried.
- **Crisis Standards of Care AAR**: This was sent out to the exercise participate for review and comment and was attached to the Board calendar invitation. Lynda moved to approve and Clint Sperber

seconded the motion. There was no discussion or opposition and the motion carried.

- **April 25th Full Scale Regional Medical Surge Exercise**: Lynne reported we are working on the after action report and this will be sent out to the planning team for review next week. She will send out to the Board for approval via email.

Lynne advised that the improvement actions from these will be added to the traffic light report.

Meeting with Taiwan Delegation: ASPR escorted a delegation from Taiwan health care to the Coalition and Board members presented on collaboration and partnerships (see attached PowerPoint Presentation). Questions and discussion included how patient data are shared via electronic health records, care for special needs children, and behavioral health. Alan Harris shared the Seminole model for caring with children on vents, and Lynne advised that Florida Crisis Response Team provides individual and group counseling.

New Business:

- **Capabilities Review**: The Board reviewed the capabilities assessment, moved Information Sharing to a high priority, and approved the review.

- **Strategic Plan:** The update was sent out to the Board in advance, along with the SWOT results. Lynne reported that some strategies have not yet been completed. We also do not yet have the new ASPR capabilities and will need to update the strategic plan once we have assessed these and identified gaps. She suggested that we extend the current strategic plan for one year and she will draft additional objectives for Board approval using the SWOT results. Dr. Hsu made a motion to extend the plan and review additional objectives and Eric seconded the motion. There was no further discussion and the motion carried.

- **Governance Update**: Lynne reminded the Board that the succession plan is for the vice chair to serve two terms and then become chair for two terms. We have been unable to recruit a vice chair for the past year and a half so we do not have a chair to take over in 2025. The current bylaws allow an RDSTF co-chair to serve in an officer vacancy and Eric has been serving as the vice chair. Eric reminded the Board that they can self-nominate as vice chair. Alan stated that the RDSTF is looking at reducing members, and Eric advised that at the regional level we will still have the health and medical co-chairs. Eric moved to amend the bylaws to make the two RDSTF co-chairs as chair and vice-chair unless there is a nomination for these. Dr. Hsu asked about the time commitment and Lynne explained that it is not huge; there is an executive committee meeting every other month and the executive committee is contacted on urgent operational issues. Lynda agreed and stated that is not a huge commitment. Lynne advised that the Treasurer position is the one that takes the most time. Lynda has served as the Treasurer for several years and must review and approve credit card statements, bank statements and Treasurer's Reports. Clint Mecham stated that he would be willing to serve as vice chair with the understanding that his role as emergency manager must be his primary responsibility. Eric moved that he serve as chair beginning in 2025 with Clint Mecham as vice chair; Lynda seconded the motion. There was no opposition and the motion carried. No other updates were needed.

- **Board Appointments**: Lynne reported that we are losing Erin Mullen as she has a new job out of state. Erin recruited Dustin Williams as Pharmacy representative on the Board and his bio was sent out to the Board. Clint Sperber moved to appoint Dustin and Alan seconded the motion. There was no discussion or opposition and the motion carried.

- **Approval of New Contract, Work Plan & Budget**: Lynne reported we are waiting on the new contract that will begin July 1st. We saw the draft and it is the same deliverables as this year with items that have been completed removed. We are required to submit a new annual work plan and budget for July 1, 2024 through June 30, 2025 and she provided a draft of both to the Board for review and discussed proposed changes. The Board excused staff to discuss a potential 3% pay increase. There was discussion regarding fringe and Lynne advised this includes only payroll taxes; there are no benefits provided. Dr. Hsu moved to approve the annual work plan and budget as submitted and Alan seconded the motion. There was no further discussion or opposition and the motion carried. Lynne advised that we are expecting the new ASPR funding opportunity announcement soon and the state will then develop a new state work plan. The coalition contracts will then be amended and we will adjust our work plan and budget accordingly and bring those back to the Board for approval.

- **June Coalition Meeting**: The agenda was sent out for review and there were no additions or changes. Alan asked if we can add cyber security to a Coalition member meeting. Lynne advised that we are working with the FBI and CISA on a cyber tabletop and we will include a Cyber presentation at a Coalition meeting.

Next Meeting: August 20 at 4 pm

Adjournment: The meeting adjourned at 2:15 p.m.

2-20-24 CFDMC Board Minutes

Board Attendees: Eric Alberts, Maria Bledsoe, Lynne Drawdy, Alan Harris, Dr. Vincent Hsu, Aaron Kissler, Reggie Kornegay, Erin Mullen, Ken Peach, Christina Proulx, Chief Aaron Rhodes, Wayne Smith, Lynda W.G. Mason, Dr. Sara Zydowicz

Other Attendees: Beverly Cook, Matt Meyers

Call to Order, Welcome and Roll Call: Reggie Kornegay called the meeting to order at 4:02 pm and thanked all for attending. Roll was called and a quorum was reached.

Approval of December 2023 Board Minutes: Reggie advised that the minutes were previously sent out. Lynda W.G. Mason moved to approve the minutes as submitted and Alan Harris seconded the motion. There was no discussion or opposition and the motion carried.

Approval of December 2023 and January 2024 Treasurer's Reports: Both reports were previously distributed. Lynda reported that the Coalition remains in excellent financial shape. She advised that the Coalition has closed out the Orlando Credit Union account and transferred those funds to a new account at Truist with a significantly higher interest rate. We will transition any funds exceeding the FDIC protection from Fairwinds to this account. Ken Peach moved to approve both Treasurer's Reports and Chief Rhodes seconded the motion. There were no questions, discussion or opposition and the motion carried.

Executive Committee Update: Reggie provided an update from the January Executive Committee meeting; many items discussed will be addressed today. Other items discussed were the St. Lucie nuclear power plant exercise, and the VA exercise planned for this year which will be rescheduled for 2025. We will keep the Board updated on these.

Old Business:

Board Engagement: Reggie advised that the 2023 update was sent to the Board. This shows most Board members are engaged and Reggie thanked all for their commitment. There are some challenges and the Coalition will follow up to ensure that these members are committed to fully engaging.

Issues Board / Traffic Light Report: Lynne Drawdy reported that we are on track to meet all deliverables and are making progress with the high priority issues. The coalition and others are promoting adoption of Pulsara and we are planning a small pilot during the April tabletop. Following that, we will begin to schedule the FRC tabletops. The Trauma Advisory Board has the lead on EMS Engagement and will be convening an EMS Symposium in the coming months. We are purchasing the evacuation committee for the south end of the region and this will be housed at Cleveland Clinic Tradition Hospital. Lynne advised that we may have enough funds to purchase the cache for the north end of the region during this fiscal year and she will report on that under budget. Lynne stated for the issue of engaging community leaders, she needs Board member input on who we should be targeting. She suggested sending out a survey to the Board to capture this information and the Board agreed.

December Conference Results: Lynda stated that the conference survey results were sent to the Board and shows high satisfaction and engagement rates. She thanked all on the conference planning team and stated that she and other Board members hear many positive comments. Lynda stated that one suggestion that we will adopt next year is to limit the number of trainings. Lynne stated that it will be difficult to top the 2023 conference this year, and asked Board members to send her any ideas on speakers or topics.

RMAT Updates: Lynne advised that the team has had some transition issues, with a new commander coming on board and then almost immediately deploying for 18 months during COVID. The team command has developed an action plan to get the team back into peak readiness, including:

- Updating the mission readiness package. As of now, the team can perform the current alternate carte site mission for up to 50 patients in 12 hour shifts. The team will update the entire mission readiness package by April.
- Command staff challenges: The logistics chief has been unable to keep up with team logistics duties due to work issues. The team is working to build its logistics staffing and a new logistics section chief is being trained. The administrative section chief is also leaving soon and the Coalition staff will support this function until replacements are found. The team has a lot of depth in operations and planning.
- Vehicles: Vehicles and equipment have not been maintained and we lost the state response trailer due to this. The team will need to purchase a new trailer. The Coalition staff are working with the team to get two trucks and the Gators in good shape by the end of March. Some of the older vehicles will be sold off as they are not worth maintaining. Lynne stated that she learned that the RERA had received a new truck and she reached out to the state to see how this was purchased. The state confirmed that the RERA vehicle was purchased with a different funding source and ASPR does not allow vehicle purchases. However, they did reach out to the ASPR project officer and we have received in writing approval to use grant funds for vehicle maintenance if pre-approved. Lynne will ask Board approval for this in the Budget agenda item. She stated that the state is also looking at the possibility of donating the old RERA truck to the Coalition. We have received word from the state that we will receive one of the new state purchased response vehicles by June 2024.
- Warehouse: We are still awaiting the lease details from Lake County government' these will be shared for Board approval when received. We have also reached out to Orange County to get a firm date for when we need to move. Once we have moved, we will be able to fully inventory the team's equipment, which has been co-mingled with Orange County. Once we know what equipment gaps we have, we can include in next year's budget request.
- Credentialing has not been a formal process. The team command has vetted the more than 650 members to weed out those who can no longer serve, leaving 350 members. The command has identified 150 active members who have deployed and he has files on these. The Coalition will work with the commander to set up a credentialing process similar to the new IMT credentialing process. Once that is in place, we will send the first 150 members through background screening. We are also exploring registering these as state volunteers which would eliminate the need for accident and medical liability insurance.
- The team support the November 2023 Sanford Air Show and received kudos. Lynne presented the after action report for Board approval. Reggie moved to approve and Chief Rhodes seconded the motion. There was no discussion and the motion carried.

Eric Alberts stated that this is a solid plan to get our regional medical assistance team in shape. He stated that the team is a vital asset for our region.

Exercise Updates: Eric reported on three exercises:

- The Crisis Standards of Care exercise was held on February 14th with 28 in attendance. Eric stated that there was good discussion and learnings and an after action report will be presented to the Board at the next meeting for approval. Lynne thanked Eric and the team at Orlando Health for their leadership in this exercise. Eric commended Darby Leimer and John Corfield for their efforts.

- Eric advised that the statewide chemical surge exercise will be held virtually on the afternoon of March 6th and will have regional breakouts. The flyer with the registration link is on the website and he encouraged the Board to participate. The Florida healthcare coalitions engaged All Clear Consulting to prepare for, facilitate and prepare the after action reports. This will be presented to the Board for approval in April.

- Eric advised that planning is underway for the April 25th regional full scale medical surge exercise. He reported that almost all hospitals are participating and we have more than 2,300 victim volunteers who will go into emergency departments. We are partnering with emergency management, EMS, the FBI, local law enforcement, schools and other agencies who will support the exercise. The exercise name is "A Truckload of Trouble" and will be a terrorism scenario. We will also do a small pilot of Pulsara with Orlando Fire Department and Orlando Regional Medical Center. Eric advised that we are recruiting for evaluators, controllers and volunteer management staff. The flyers with the registration link are on the website and he encouraged the Board to share this information.

- Eric advised that the Division of Emergency Management is working with the Florida Department of Law Enforcement to prepare full scale exercises in each region this year. They have hired a consultant and additional details will be coming soon.

Dr. Hsu stated that he is the Assistant Dean at Loma Linda University and medical students are required to participate in these types of exercises. He is looking for an opportunity in which his students can engage. Lynne advised that we partner with other medical schools and we would welcome his students. Dr. Hsu said he had a meeting later this week and will reach out once he understands their requirements.

New Business:

Website Update/2023 Accomplishments/Recognition Page: Lynne reported that the 2023 Accomplishments were sent out to the Board. She advised that Matt Meyers has updated the website to include a recognition page.

March Member Meeting: The meeting is March 21st from 9 am to noon at DOH-Bill Posey Center in Viera and also available virtually. The agenda has been sent out and is posted to the website. Eric stated that he saw a presentation on the Brockton fire and evacuation which impacted the whole community and he feels this will be a great presentation. Lynne advised that Department of Homeland Security will do a presentation on identifying indicators of workforce violence and de-escalation measures, including a handout and flyer as takeaways.

Approval of Chemical Surge Annex: Eric advised that the draft was sent out to members for review and input and comments were incorporated. The final draft was sent to the Board. This is a federal and state requirement. Reggie moved to approve the draft as submitted and Ken seconded the motion. There was no discussion or opposition and the motion carried. Lynne advised that we may update the annex following the chemical surge exercise and after action report.

Approval of Preparedness Plan Annual Update: Lynne advised that the annual update to the Coalition Preparedness Plan was sent out to members for review and comment and the draft was sent to the Board. This is also a federal and state requirement. Eric moved to approve and Chief Rhodes seconded the motion. There was no discussion or opposition and the motion carried.

Approval of Equipment Policy Update: Eric advised that an annual update to the Coalition equipment management policy is also a federal and state requirement. The updates this year included adding dates for submission of requests for new or expiring equipment. This update was shared with those who require equipment from the Coalition and was sent to the Board. Alan moved to approve the update and Lynda seconded the motion. There was no discussion or opposition and the motion carried.

Response Plan Annual Update: Lynne advised that an annual update to the Coalition response plan is also a requirement and is due April 15th. A draft will be sent out for review by the end of February. As there will not be a Board meeting in time to approve this draft, Lynne proposed that the final draft be sent to the Board and approval obtained via email voting. The Board concurred.

Potential Budget Amendments: Lynne advised that typically, in April we review unspent fundings and the Board approves moving these to where needed, usually the hospital equipment project. However, we have some urgent needs, including:

- Repairs to RMAT vehicles. We have approximately $90,000 in unused RMAT funds as we have not yet signed a lease. Now that we have approval to use grant funding for maintenance and repairs, Lynne asked for approval to shift unused RMAT project dollars for routine maintenance for two trucks and two gators, and to purchase a trailer to replace the trailer reclaimed by the state.
- There is a gap of approximately $43,000 in hospital equipment this year. Typically we have a huge gap in this project but we have over the past few years shifted funds and are now almost caught up. Lynne asked for approval to shift unused RMAT funds to cover this gap.
- Lynne advised that there is no budget for IT and as the Coalition has grown and with ongoing cyber threats, we need IT support. She asked for approval to obtain some IT services to ensure that we are protected. One example is that Beverly Cook is using her own computer for coalition work and this is not recommended, so we need to purchase one for her. Dr. Hsu stated that IT is a basic organization need and should be included in future budgets. Aaron Kissler advised that DOH IT has cyber policies available. Lynne reported that CISA will do a cyber assessment for free but we need funding to close gaps identified. .

Lynne asked for Board approval for the above items now, and we will do the final budget reconciliation and revisions in April. If funding is available, she recommends that we purchase the final evacuation cache this fiscal year. Eric moved to approve the above mentioned budget revisions, and Dr. Hsu seconded the motion. There was no further discussion or opposition and the motion carried. Lynne will submit the budget revision to the state for approval, copy the Board, and final budget revisions for this fiscal year will be presented to the Board in April.

April Board Retreat: Reggie advised that we are waiting for the final federal funding opportunity announcement and draft state contract to prepare the work plan and budget for next year. Because of this and the full scale exercise, we are proposing to move the Board retreat to April 30th. Eric moved to approve the move and Lynda seconded the motion. There was no discussion or opposition and the motion carried. Lynne will send an updated calendar invitation.

Discipline Reports/Open Forum:

Hospitals: Eric reported that the hospitals are very busy with growth, new facilities coming online, challenges with respiratory diseases and suspected cases of measles. He cautioned all to remain vigilant.

Emergency Management: Alan reported on emergency management legislation underway. He stated there have been emergency calls within the region with no emergency. Cyber security remains a concern. Alan advised that there are many federal and state emergency management conferences coming up in Florida throughout the year with many educational opportunities.

EMS: Chief Rhodes advised they are also very busy with exercises and conferences, and they are looking forward to expanding their networks.

Public Health: Aaron Kissler reported the state is working to finalize metrics on what will be measured in emergency preparedness; there is overlap with the Coalition in these. He stated the county health departments are also very busy with increases in services needed.

Emerging Infectious Disease: Dr. Hsu advised that we are seeing cases of measles and respiratory season is still high but is beginning to drop. He stated there is nothing new on the horizon at this point but we must continue to monitor.

Trauma: Lynne advised that the trauma committee met in February.

Long-Term Care: No report.

Medical Examiner: Dr. Zydowicz stated that Florida is at the top of the list for motor vehicle and bike accidents. She reported there were seven fatalities related to traffic this past week, with ages ranging from 3 to 85. She noted that Orange County has Vision Zero, a project to reduce traffic fatalities.

Business/Community: Ken advised that business insurance costs are rising due to civil unrest and is now costing $2 billion internationally. The US is higher than other countries. Workplace violence is escalating with the service industry being #1 in non-fatal attacks and healthcare in second place.

Dialysis: Wayne Smith advised they are preparing for hurricane season and making sure their stand-alones have transfer switches in place.

Disaster Behavioral Health: Lynda reported that the Florida Crisis Response Team will hold basic team member training and two advanced trainings over the coming months. The flyers are posted on the website and there is no cost for these trainings.

Community Health Centers: No report.

Home Health: No report.

Pharmacy: Erin Mullen advised that the FDA will end the EUA for Paxlovid effective March 8th. Pharmacies should return this to the US government by February 29th for use in underserved populations. The HHS Secretary has announced a patient assistance program to help with costs.

Erin reported that she is moving to Seattle in June and will work with the Coalition to find a pharmacy replacement. She asked the Board to let her know of any potential candidates.

Adjournment: There were no additional announcements. Reggie thanked all and said he hopes to see Board members at the March Member Meeting.