

10-20-26 CFDMC Board Meeting Minutes

Board Members Participating: Eric Alberts, Maria Bledsoe, Lynne Drawdy, Molly Ferguson, Nichole Fulton, Olive Gaye, Alan Harris, Dr. Vincent Hsu, Clint Mecham, Dr. Peter Pappas, Christina Proulx, Chief Aaron Rhodes, Wayne Smith, Lynda W.G. Mason, Duston Williams. Ken Peach provided a proxy to Eric Alberts. A quorum was reached.

Guests: Diane Hilliard

Call to Order, Welcome, & Introductions: Eric Alberts called the meeting to order at 4:02 pm and welcomed all. Eric introduced Diane Hilliard, the new CFDMC Deputy Director.

Approval of August 18, 2026 Board Minutes: The minutes were attached to the calendar invitation. Lynda W.G. Mason moved to accept the minutes as submitted; Alan Harris seconded the motion. There was no discussion or opposition and the motion carried.

Approval of August and September 2026 Treasurer's Reports: The Treasurer's Reports were attached to the calendar invitation. Lynda stated that she reviewed the reports and the bank statements and she approved these reports. She stated that as always, the Coalition is in good financial shape with our contingency fund continuing to increase. Olive Gaye moved to approve the August report; Molly Ferguson seconded the motion. Alan moved to approve the September report; Clint Mecham seconded the motion. There was no discussion or opposition to either report and both motions carried. Lynne Drawdy reported that the Coalition passed the Fiscal Year 2025-2026 state financial audit with no findings.

Executive Committee Update: Eric reported that most of the items discussed at the September Executive Committee meeting are being presented today. He stated that the second quarter deliverables are due the day of the December Board meeting, and the Executive Committee suggested cancelling the December meeting and allowing the Board to review and vote to approve these via email. This worked well last year. Molly moved to cancel the December meeting; Olive seconded the motion. There was no discussion or opposition and the motion carried.

Old Business:

- **Contract & Budget Update:** Lynne reported that we have received the contract amendment with level funding and the new tasks. She stated that the Budget Revision #1 approved by the Board in August has been approved by the state. She advised that the Coalition lost a part-time staff member and we do not plan to replace that position. She stated that we will need to submit a budget revision to shift that funding and suggested purchasing a Starlink kit for the Incident Management Trailer. Alan stated that we may be able to obtain one from emergency management. Lynne will follow up on that. Lynne suggested that we shift the funds to the hospital equipment project for now and the Board can revise if needed in the next Budget Revision. Dr. Hsu moved to revise the budget to eliminate the part-time position and move those funds to the hospital equipment project; Molly seconded the motion. There was no further discussion or opposition and the motion carried.

- **Board Engagement:** The board engagement report was attached to the calendar invitation. He stated this shows most Board members are engaged and thanked the Board members for their time and expertise.

New Business:

- **FY 26-27 Issues Board / Traffic Light Report:** Eric advised that the updated traffic light report was attached to the calendar invitation. He advised that engaging all counties in using EMResource is a high priority and we will be scheduling meetings with each county's emergency management, hospitals, EMS, dispatch and law enforcement. Lynne advised that highlights from this quarter include completing the Operation Protect & Secure drill in September, completing a G7 pediatric exercise in September, completing the first quarter communication drill, including a clean-up of our members in Everbridge, adding pediatric evacuation equipment to the Orlando cache, and hosting a Pediatric Readiness webinar in October. We are hosting a three-day decontamination train-the-trainer course in late October which will close a gap identified in the 2026 medical surge exercise. We have also scheduled a Hospital Incident Command training in May.
- **September Meeting Results & December Conference:** The September meeting survey results were attached to the calendar invitation. Lynne advised that satisfaction and engagement rates were at 100% with high top box scores. The only improvement suggestion was how home care plays a role in emergency management. Lynne stated that she will work with Olive to present on that at the March Coalition meeting. The December conference highlights and registration have been sent out to all members and are posted on the website. The theme this year is POETE Bingo (plan, organize, equip, train, exercise) and participants will play Bingo with prizes themed to conference events. Lynne stated that the Member of the Year and Leader of the Year awards are presented at the conference. Board members vote to elect the Member of the Year and the Executive Committee votes to elect the Leader of the Year. Nominations will be sent out for voting by Wednesday.
- **Dialysis Downtime Workshop:** Lynne advised that emergency management raised concerns to the Coalition about the need to understand dialysis response plans at the local, regional, state and national levels, and any gaps/needs from local dialysis providers. The Coalition facilitated a planning call in August with regional emergency management planners and dialysis leaders to address this and all agreed on the need for a workshop. The Coalition will host a dialysis downtime workshop at the conference on Tuesday, December 8th. A flyer with a registration link will be sent out this week to our region's dialysis centers, the state and national response teams, and our region's emergency managers, hospitals, EMS, and public health.
- **2nd Quarter Deliverables:** Lynne advised that all Quarter 1 deliverables have been approved. There are several annual updates due in Quarter 2, including the Hazard Vulnerability Assessment, the Supply Chain Integrity Assessment, readiness assessment, readiness plan and training and exercise plan. All will be sent to the Board to review and approve via email. There is also one new deliverable – a healthcare workforce assessment. We will be receiving guidance on this task from the ASPR project officer on Wednesday. The Coalition will conduct

the assessment and send the report to the Board for approval by email. All are due December 15th.

Board Open Forum:

Eric reported that hospitals remain vigilant due to continued threats of violence.

Next Meeting: The December meeting was cancelled. Lynne asked the Board and the consensus was to continue same schedule in 2027 – Tuesdays at 4 pm. The next meeting will be in February and Lynne will send out a schedule and calendar invitations.