

2-21-23 CFDMC Board Minutes

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

Others Participating: Beverly Cook, Matt Meyers

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

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

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

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

Old Business:

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

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

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

New Business:

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

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

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

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

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

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

Report-outs by Discipline/Open Forum:

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

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

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