

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.