

NORTHEAST FLORIDA HEALTHCARE COALITION

Orange Park Medical Center

1:30 pm



January 24, 2018

AGENDA

I. Call to Order

- Validation of voting members present [accept designees, if required]
- Introductions
- *Approval of minutes from 12/20/17 meeting

II. Financial

- *Budget report
- Expenditure Requests
 - Upcoming Conferences & Training Proposal
- Management and Administration

III. Business

- *Approval of General Membership Requests – via forms
- *Approval of Project Funding
- Stop the Bleed Partnerships
- August Training Summit dates and topics

V. Other Topics

- Board Members Reports
- State Task Force Update
- Deliverables Update
- Upcoming Events
 - PER 211 – Medical Management of CBRNE Events - 1/23-24/18
 - MGT 319 – Medical Countermeasures - 2/27-28/18
 - Home Healthcare Working Group – 1/30/18
 - Region 3 HCC Alliance Meeting – 1/31/18
 - NEFLHCC General Membership & Board Meeting – 2/21/18
 - Active Shooter Working Group Meeting – 2/23/18
 - Coalition Surge Tool Exercises - 3/7 & 3/8/18
 - Hurricane Preparedness Summit - 4/10/18

The Next Meeting on 2/21 will be held at St. Vincent's SOUTHSIDE. General meeting begins at 10:30 am followed by lunch and the Board Meeting.

Conference Call Line: 1-888-670-3525

Code: 1130084513

NEFLHCC Executive Board

Executive Committee

(membership by county – TOTAL OF 12 votes)

Baker – 1
Clay - 2
Duval – 3
Flagler -1
Nassau - 1
St. Johns -2
At Large Members -2

A quorum is fifty percent (50%) of the total voting membership (Executive Board).

Executive Board

One representative per county, one representative per discipline, two at large members)
(TOTAL 12 votes)

6 County Reps

Baker –
Bek Parker (EM)

Clay – Leigh
Wilsey (PH)

Duval – Richard
Ward (PH)

Flagler –
Laura Nelson (EM)

Nassau-
Mike Godwin (PH)

St. Johns –
Tim Connor (EM)

4 Discipline Reps

EM – Jeff Alexander
(St. Johns)

EMS – Joe Stores
(Duval)

Hospital – Rich
Ward (Clay)

PH – Dr.
Wells (Duval)

2 At Large Reps

Long Term Care –
Jeff Markulik

Allied Health –
Vacant



Executive Board Meeting
December 20, 2017
Meeting Notes

The Executive Board of the Northeast Florida Healthcare Coalition met on Wednesday, December 20, 2017, at 1:30 p.m. at the St. Johns County Emergency Operations Center, 100 EOC Drive, St. Augustine, Florida.

CALL TO ORDER

The meeting was called to order by Chair Rich Ward with a validation of a quorum, with the following Board members present:

Baker County – Joshua Allen
Clay County – Leigh Wilsey
Duval County – Richard Ward
Flagler County – Edwin Baltzley
Nassau County- Michael Godwin
St. Johns County – Tim Connor
Emergency Management – Jeff Alexander, Vice Chair
Hospitals – Rich Ward, Chair
EMS – Joe Stores
Long Term Care – Jeff Markulik

Absent:

Public Health – Dr. Kelli Wells

For others in attendance, please see attached sign in sheet.

Introductions

The Chair called for introductions.

Approval of Minutes

The minutes from the November 15, 2017 meeting were made available online and provided at the start of the meeting.

The Chair called for a motion for approval of the November 15, 2017 meeting minutes. Leigh Wilsey moved approval; Robert Veneman seconded. Motion carried.

FINANCIAL

Budget Report

Treasurer Mike Godwin presented the finance report through the month of November 2017. With no questions, *Leigh Wilsey moved for acceptance of the November 2017 budget report, Jeff*



Markulik seconded. Motion carried.

Expenditure Requests

Eric Anderson provided an overview of the Florida Emergency Preparedness Association Annual Conference, which is taking place in St. Augustine in February. A request has been placed to determine if the Coalition would like to fund members to attend.

A motion was made to set aside money to fund 10 people to attend the FEPA conference. Ed Beltzley moved to set aside money to fund 10 people to attend the FEPA conference, Mike Godwin seconded. Motion carried.

Please contact Beth Payne by January 12th if you would like to attend.

Management and Administration Update

Eric Anderson made a request to conduct the quarterly general membership meeting on February 21, 2018. The regular monthly Board Meeting would take place after the General Membership meeting. Beth Payne will invite Brian Teeple, CEO of the Northeast Florida Regional Council to lead a discussion on the Coalition's Strategic Plan.

The Coalition is currently working with St. Johns County to host a third CMS exercise for local healthcare facilities. Dates in the spring of 2018 are currently being evaluated.

The After Action Report for Hurricane Irma has been finalized. Check the Coalition website for a copy.

The Coalition received approximately 30 project submissions for funding. The Project Review Committee will meet January 19th to review and prioritize the projects. The results will be presented to the Coalition Board at the meeting on January 24th for final approval.

BUSINESS

Approval of General Membership Requests

As required by the bylaws, the Board must approve all membership requests. Since the last meeting, 11 facilities/organizations have requested membership. The list of facilities is provided in the meeting packet. The Chair read the list.

A motion was made by Josh Allen and seconded by Joe Stores to approve the membership list as presented. Motion carried.

Approval of by Law Amendments

Draft updates to the Bylaws were made to accommodate two new board membership categories. These are At-Large memberships for Long Term Care and Allied Health.

A motion was made by Leigh Wilsey and seconded by Robert Venemen to approve the draft



Bylaws as written. Motion carried.

Standing Rule for Projects Review Process

Staff provided a draft for project submission guidelines for the Board to review. As required by the Coalition Bylaws, a Standing Rule for Project Review and Funding will be adopted each year based upon the types of projects the coalition would like to target for the fiscal year and the sources of funding available. .

A motion was made by Mike Godwin and seconded by Ed Baltzley to approve the draft Project Submission Guidelines. Motion carried.

Home Healthcare Working Group

It is recognized that the Coalition is attracting more Home Health representatives. In an effort to reach out to these organizations, the Coalition expressed interest in starting a Home Health Working Group. Orange Park Medical Center has agreed to host the first Home Health Working Group on January 30, 2018.

A motion was made by Leigh Wilsey and seconded by Jeff Markulik to approve the formation of the Home Health Working Group. Motion carried.

Stop the Bleed Discussion

Stop the Bleed has been on the last few agendas. This discussion continued the dialogue that has been taking place on the types of Stop the Bleed packages to procure, and on how to effectively distribute them within the district.

Board Members were asked to come to the January meeting with any final project proposals for purchase and distribution of the Stop the bleed packets.

OTHER TOPICS

Board Member Reports

None at this time.

State Task Force Update

The next State Taskforce Meeting is January 17 (TEP) and January 18 (Taskforce) in Viera. Rich Ward and Beth Payne will be attending. Because of this, the January Board meeting will need to be rescheduled to January 24. The meeting's location is the Orange Park Medical Center.

With no additional business, the meeting adjourned at 2:45 pm.

MEETING SIGN-IN SHEET – NORTHEAST FLORIDA HEALTHCARE COALITION

NEFLHCC Board Meeting

Meeting Date: December 20, 2017

St. Johns County EOC, 100 EOC Drive, St. Augustine

1:30 PM

Name	Agency	E-Mail
Ed Baltzley	DOH - Flagler	edwin.baltzley@flhealth.gov
Caitlin Choate	DOH - Clay	caitlin.choate@flhealth.gov
DAVE CHAPMAN	ST. VINCENT'S	DAVE.CHAPMAN@MEDXCELEM.COM
Miller, Jason S.	FDOH - Nassau	Jason.Miller@flhealth.gov
Michael Godwin	FDOH - Nassau	Michael.Godwin@flhealth.gov
Gina Lambert	FDEM	Gina.lambert@em.norfloridica.com
Leroy Wilsey	DOH - Clay	Leroy.Wilsey@flhealth.gov
Ronald Nessler	FDOH - Nassau	Ronald.nessler@flhealth.gov
Sosh Allen	FDOH - Baker	Soshun.Allen@flhealth.gov
Tim Devin	OPMC - EMS	timothy.devin@hcahealthcare.com
Joe Stoves	EMS / Lecky	joseph.stoves@casjax.com
Frank Montes de Oca	Strong the Blood NEF	frank1@me.com
Richard Ward	DOA - Duval	Richard.Ward@flhealth.gov
JEFF MARKULIK	LTC REP	jmarkulik@stjohns-health.com
Sandi Courson	FDOH	Sandi.courson@flhealth.gov
Kevin Kotsis	St. Vincent's Jax	Kevin.Kotsis@kcevision.org
Halle Mitchell	DOH - Duval	halle.mitchell@flhealth.gov
Robert Veneman	DOH SJC	Robert.Veneman@flhealth.gov
Jeff Alexander	SJCEM	JAAlexander@SSCH.us
Tim Connor	SJC EM	tconnor@sjcfl.us

* OVER *

RICH WARD

OPMC

ON-FILE

Wes Marsh

Brooks Rehabilitation

ON-FILE

Kathleen Cavanaugh

Joyce Morgan Powell

Northeast Florida Health Care Coalition
Financial Report
As of December 2017

NEFHCC 17/18	Budget	December 2017	Project To Date	% of Budget Spent	Funds Available
Revenues					
State Contract	\$ 268,828.00	\$ 8,578.16	\$ 23,579.92	9%	\$ 245,248.08
Revenues	\$ 268,828.00	\$ 8,578.16	\$ 23,579.92	9%	\$ 245,248.08
Expenses					
Staffing Cost	\$ 144,858.00	\$ 8,394.02	\$ 23,000.36	16%	\$ 121,857.64
Telephone	\$ -	\$ 24.95	\$ 74.85	0%	\$ (74.85)
Printing/Copying	\$ -	\$ 122.19	\$ 262.95	0%	\$ (262.95)
Software	\$ -	\$ 35.00	\$ 35.00	0%	\$ (35.00)
Consultant/Professional Services	\$ 45,000.00	\$ -	\$ -	0%	\$ 45,000.00
D&O Insurance	\$ -	\$ -	\$ 202.76	0%	\$ (202.76)
Travel	\$ 10,000.00	\$ -	\$ -	0%	\$ 10,000.00
Meeting Expenses	\$ 3,970.00	\$ -	\$ -	0%	\$ 3,970.00
Website	\$ -	\$ 2.00	\$ 4.00	0%	\$ (4.00)
Stop the Bleed	\$ 65,000.00	\$ -	\$ -	0%	\$ 65,000.00
Expenses	\$ 268,828.00	\$ 8,578.16	\$ 23,579.92	9%	\$ 245,248.08

PROJECTS	Budget	December 2017	Project To Date	% of Budget Spent	Funds Available
Revenues					
State Contract	\$ 97,179.69	\$ -	\$ -	0%	\$ 97,179.69
Revenues	\$ 97,179.69	\$ -	\$ -	0%	\$ 97,179.69
Expenses					
Contractual Services*	\$ 97,179.69	\$ -	\$ -	0%	\$ 97,179.69
Expenses	\$ 97,179.69	\$ -	\$ -	0%	\$ 97,179.69

* Includes \$10,000 for Annual Training Summit

Training Proposal



RUSSELL PHILLIPS & ASSOCIATES
Fire and Emergency Management
for Healthcare Facilities

CORPORATE OFFICE
500 CrossKeys Office Park
Fairport, NY 14450

p. 585.223.1130
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www.phillipsllc.com

January 9, 2018

Eric B. Anderson, AICP
Senior Regional Planner
Training & Exercise Coordinator
Northeast Florida Regional Council
100 Festival Park Avenue
Jacksonville, Florida 32202

Re: Proposal for the Provision of an Emergency Preparedness Program (EPP) Education Partnership

Dear Eric:

Thank you for providing RPA, a JENSEN HUGHES Company, with this opportunity to propose education services for the Northeast Florida Regional Council (Region 3 comprised of Northeast Florida Health Care Coalition, North Central Florida Health Care Coalition and Coalition for Health and Medical Preparedness).

When you have had a chance to review the enclosed information, please feel free to call us directly at 860-793-8600 to initiate the scheduling of our services. We look forward to developing a long-term relationship with the Northeast Florida Regional Council.

Sincerely,

A handwritten signature in black ink, appearing to read 'S.A. Aronson', is written over a white background.

Scott A. Aronson
Principal

ABOUT RPA

Experience

RPA is a team of fire, life safety and emergency management experts, providing specialized services to healthcare facilities throughout the nation since 1976. Our experience involves hands-on exposure to national incidents and working with clients ranging from stand-alone healthcare facilities (ambulatory surgery, long-term care and hospitals) to health systems with more than 250 locations.



Leadership (national committees)

- + American Health Care Association (AHCA) Life Safety Committee (Member)
- + NFPA 99, Healthcare Emergency Mgmt. Technical Committee (Principal Member)
- + NFPA 101[®] Technical Committees on both Healthcare Occupancies and Board and Care Occupancies (Principal Member)
- + NFPA Health Care Section Executive Board Member and Education Committee Chair

Research (Best Practice reviews - volunteer projects in recent years)

- + 2011 Springfield, MA, Tuscaloosa / Moulton, AL and Joplin, MO TORNADOS
- + 2011 Tropical Storm Irene and Storm Alfred (Halloween Storm)
- + 2013 Storm Nemo (February Blizzard) and 2012 Hurricane Sandy
- + Multiple Healthcare facility fires involving the loss of life and property damage

Application (more than 1,300 healthcare facilities annually)

- + Development of facility-specific fire and emergency management procedures
- + Development of health system, regional and statewide Mutual Aid Plans since 1983
- + Fire drills and disaster exercises to ensure effective procedures
- + Hands-on training of clinical/non-clinical, under realistic fire and disaster conditions
- + National seminars, boot-camps, trainings on NFPA 101[®] (2012 edition)
- + Single facility and system-wide Life Safety Assessment for 60,000 to 4M+ square foot facilities
- + Web-based systems to enhance compliance and disaster readiness

NORTHEAST FLORIDA REGIONAL COUNCIL / FLORIDA REGION 3

Services proposed: Emergency Preparedness Program (EPP) Education Partnership

Based upon our discussions and understanding of your current need, the Specific Services Proposal for your organization encompasses the services described below:

Executive Summary

On September 8, 2016, the Centers for Medicare & Medicaid Services (CMS) announced that the Federal Register published the final rule “Emergency Preparedness Requirements for Medicare and Medicaid Participating Providers and Suppliers”. The regulation went into effect on November 16, 2016. All provider types must have had their compliance program in place for all regulations effective November 15, 2017.

CMS Purpose: To establish national emergency preparedness requirements to ensure adequate planning for both natural and man-made disasters, and coordination with federal, state, tribal, regional and local emergency preparedness systems:

- + Requirements apply to all 17 provider and supplier types, including hospitals and nursing homes.
- + Each provider and supplier will have its own set of Emergency Preparedness regulations incorporated into its set of conditions or requirements for certification.
- + Must be in compliance with Emergency Preparedness regulations to participate in the Medicare or Medicaid program.

RPA will provide a menu of options for educational programs that may be delivered via Webinar or in-person. The recommended service approach will be to expand upon the baseline CMS education program on the overall four core elements of a compliant EPP:

- + Annual Risk Assessment & Emergency Planning (all-hazards approach)
- + Communication Plan
- + Policies and Procedures
- + Training and Testing

Educational Approach

RPA, working with appropriate partners where special expertise may be required (such as RBC Limited Healthcare & Management Consultants who provided special education support for the outpatient and home-based healthcare entities in Florida Region 5), will provide educational options to support the healthcare providers.



RUSSELL PHILLIPS & ASSOCIATES

Webinar Series:

RPA will provide a webinar series to deliver high value program content to the healthcare entities by grouping. It is recommended that the education is broken down into different groupings and consolidated where applicable.

Affected Provider and Supplier Types

Inpatient	Outpatient
Critical Access Hospitals (CAHs)	Ambulatory Surgical Centers (ASCs)
Hospices	Clinics, Rehabilitation Agencies, and Public Health Agencies as Providers of Outpatient Physical Therapy and Speech-Language Pathology Services
Hospitals	Community Mental Health Centers (CMHCs)
Intermediate Care Facilities for Individuals with Intellectual Disabilities (ICF/IID)	Comprehensive Outpatient Rehabilitation Facilities (CORFs)
Long Term Care (LTC)	End-Stage Renal Disease (ESRD) Facilities
Psychiatric Residential Treatment Facilities (PRTFs)	Home Health Agencies (HHAs)
Religious Nonmedical Health Care Institutions (RNHCIs)	Hospices
Transplant Centers	Organ Procurement Organizations (OPOs)
	Programs of All Inclusive Care for the Elderly (PACE)
	Rural Health Clinics (RHCs) and Federally Qualified Health Centers (FQHCs)

Session Breakdowns for grouping:

- Inpatient: Hospitals
- Inpatient: Long-term Care, ICF/IID and Hospice (important to understand how many PRTFs and RNHCIs are in the region for decision on appropriate education)
- Outpatient: Home-based Care and PACE
- Outpatient: All other groupings

** This could be consolidated down to Inpatient and Outpatient, but we would strongly discourage any further combining of programs for Webinars due to limited applicability for the types of requirements and implementation of those requirements.*

The Webinar focuses will focus on:

- + Top Findings from CMS for the E-Tags in 2017 and 2018 surveys (data still not available) and how to prioritize the organizations’ planning, training and exercising associated with the CMS E-Tags
- + Completion of effective all-hazards planning (Hazard Vulnerability Assessments & Mitigation Plans) and the applying the HVA to budgeting strategies in the healthcare provider organization
- + Implementing an Effective Communications Plan
- + Development of Policies and Procedures – all-hazards and individual disaster types
- + Establishing a Training and Exercising Plan and implementing the plan

- + Full Building Evacuation (inpatient): The differences between a planned (pre-storm) evacuation and rapid-onset event (step-by-step approach for developing or enhancing your plan, training and exercising)
 - o Includes ability for rapid assessment and communication of transportation resources by type (Critical Care Transport Neonatal/Pediatric/Adult/Bariatric, ALS and ALS Bariatric, BLS and BLS Bariatric, Wheelchair and Bariatric, Normal Means of Transport)
- + Surge Capacity (inpatient): Developing a process for managing an influx strategy for patients coming from another healthcare facility – Space management for a rapid influx and coordination of communications and sharing of “staff and stuff”.
 - o Includes Category of Care Analysis for Right Patient/Right Place (can be included in Full Building Evacuation)
- + Surge Capacity (outpatient): How to communicate with inpatient provider and emergency management to address an influx/surge of patients to your facility or agency and the process for managing a surge.
- + Other Topics Are Available to Create

Recordings of each session will be made available to Region 3 Coalition members for one (1) year.

Live Education:

RPA will provide a live education consistent with the Webinar programs previously listed. This may include a combination of 1 to 4 of the programs and is to be determined with Region 3.

Live Education and Group Tabletop Exercises (TTX):

RPA will provide a live education consistent with the Webinar programs previously listed. This may include a combination of 1 to 4 of the programs and is to be determined with Region 3. This will be followed by a TTX in the afternoon.

- a. ***Support: It is requested that we have 2-3 support team members from public health or emergency management to support our team.***
- b. Mission: Response
- c. Healthcare System Preparedness Capabilities (these will change based on the final determinations for the program):
 - i. Capability 1: Foundation for Health Care and Medical Readiness / Objective 4: Train and Prepare the Medical Workforce
 - ii. Capability 2: Health Care and Medical Response Coordination / Objective 3: Coordinate Response Strategy, Resources and Communications
 - iii. Capability 3: Continuity of Health Care Service Delivery / Objective 2: Plan for Continuity of Operations / Objective 6: Plan for and Coordinate Health Care Evacuation and Relocation
- d. Threat or Hazard: TBD with one option being extreme weather produces extended loss of commercial power, followed by major water leak into patient care area, forcing evacuation of patients to receiving facilities
- e. Scenarios: Will include 3 operational periods
- f. Analysis of Core Capabilities: All groups will get a Q&A form for the 3 operational periods with questions. As we work through this as a group, each entity will be required to go back to their organization following to the event to review with their leadership team and key staff what they

- focused on and the outcomes. Then, provide a briefing to all of their internal staff on what they went through and learned (any forum necessary internally from a summary document to live education).
- g. Improvement Plan: Each group would document their major strengths and primary areas for improvement with the action plan for improvement, responsible part and projected dates. Most likely this will happen back at their facilities but they will have the ability to complete much of the documentation while at the TTX.
 - h. They will get a TTX After Action Report in an MS Word document (provided electronically in advance of the TTX or immediately post) that is filled out up through the Points of Contact (all standard information filled out for them), the questions inserted for the Analysis of Core Capabilities and the Improvement Plan set to fill in. It is recommended that the Coalition ensure follow-up communication to all attendees providing counsel on what they need to have completed and prepared to present to surveyors.

NOTE: Please note that The Joint Commission has confirmed that they will not accept a Tabletop Exercise to replace one of their live exercise requirements for Hospitals, Critical Access Hospitals, etc.

PROFESSIONAL FEES

Base rates are calculated off of \$3,000.00/day for preparation and programming for speakers/facilitators.

Year 1	2018	\$15,000.00	Webinar Series (grouping of 4 total webinars for Inpatient and 4 total webinars for Outpatient)
		\$2,000.00	- If the RPA Webinar System (WebEx or Webinar) will be utilized for the program (administrative management process)
		\$800.00	- If RPA coordinates the registration and advance/post material distribution
Year 1	2018	\$24,000.00 plus travel & out of pocket expenses	Live Education – .5 Day Education/Workshops with a combination for certain topics included in the Webinar (3 for inpatient and 3 for outpatient) and includes 2 days of preparation
			- Assumption of 3 locations for each program over 3 consecutive days by grouping (inpatient group for 3 consecutive days and same with outpatient)
			- Assumption of 1 speaker per location
			- Assumption that Region 3 will provide advance marketing, registration, food/drink and printing of materials (all venue and venue requirements)
			- Programs are scalable based on the number of programs and final topics included
Year 1	2018	\$48,000.00 plus travel & out of pocket expenses	Live Education and Tabletop Exercise – 1 Day Education/Workshops of combination for certain topics included in the Webinar (3 for inpatient and 3 for outpatient) plus a tabletop exercise at each venue and includes 4 days of preparation
			- Assumption of 3 locations for each program over 3 consecutive days by grouping (inpatient group for 3 consecutive days and same with outpatient)
			- Assumption of 2 speaker/facilitators per location with supporting team members from Region 3
			- Assumption that Region 3 will provide advance marketing, registration, food/drink and printing of materials (all venue and venue requirements)
			- Pricing is scalable by determination of reducing to 1 RPA speaker/facilitator per location (or in dealing with Outpatient at the scaled down level) and additional support from Region 3

This pricing is valid through February 28, 2018. Travel will be reimbursed using the State of Florida travel guidelines. Project related fees billing will be worked on directly with the Coalition to determine the final process (net 30 days). All travel and out-of-pocket expenses are billed as incurred. If any fees are applied RPA, LLC for an associated Vendor Fee, this will be billed back to the facility as part of the project expenses. Any rescheduling/cancellation of services with less than three (3) weeks' notice are subject to a \$500 cancellation fee per day and charges for expenses that are non-recoverable (e.g., airfare penalties).

AGREEMENT & ACCEPTANCE

Please indicate acceptance by signing below as indicated. Once signed, you may email, fax or send a hard copy of this agreement.

By e-mail: Caitlin Casey at ccasey@phillipsllc.com
By fax: 860-793-4880, ATTN: Caitlin Casey
By mail: to our office at the following address

RPA, a JENSEN HUGHES Company
500 CrossKeys Office Park
Fairport, NY 14450
Attn: Caitlin Casey

RPA, a JENSEN HUGHES Company



Scott A. Aronson
Principal

ACCEPTED & AGREED TO
NORTHEAST FLORIDA REGIONAL COUNCIL / FLORIDA REGION 3

Signature

Date

Printed Name

Title

PO # (If your organization utilizes Purchase Orders,
please attach a copy and provide the PO #)

TERMS & CONDITIONS

Term and Termination

The term of this Agreement will commence on the date of acceptance hereof and extend one (1) year.

Cancellation of any part of this contract prior to the completion of the term will require sixty (60) days written notice and require full payment for services rendered up to the day of termination.

Videotaping Disclaimer

Recognizing that equipment, technologies, compliance strategies, facility staffing, and other factors will change over time, and that accordingly, the information contained in any one training may not be entirely applicable to another situation, you understand that if you choose to videotape or otherwise record our education programs, we can provide no representation as to the accuracy, applicability, or fitness of the training for any subsequent presentation.

Confidentiality

The Services provided under this Agreement will be deemed confidential and specific to your facility location. Neither our findings nor recommendations will be disclosed to any parties except your management and only as necessary to implement the services, or as required by law.

Miscellaneous Provisions

- (1) Disclaimer – You agree that RPA has made its best efforts to identify all deficiencies within your organization. Clients are requested to review areas identified by us as deficiencies and continuously assess your own environment for new issues or for areas where we may have been unable to assess due to time, budget constraints or error.
- (2) Proprietary Services - You agree that all aspects of the Services, including but not limited to, all materials and program manuals, are licensed to you for use only by you and your staff and only at the Location(s) specified. Accordingly, you understand that any unauthorized use, copying or distribution of any element of the Services outside of your organization is strictly prohibited and constitutes a violation of U.S. Copyright Law.
- (3) Payment – Terms are net 30 days. In the event that it becomes necessary for us to retain legal counsel to collect any fees, expenses, or disbursements incurred under the terms of this Agreement, you will reimburse us for reasonable attorney's fees and costs related to such collection.
- (4) Limitation of Liability – The Client agrees to limit the professional liability of RPA for negligent acts, errors and omissions to the total amount of the Contract.
- (5) Governing Law - This Agreement will be deemed to be made in the State of New York and shall in all respects be interpreted and construed and governed by and in accordance with the laws of the State of New York and with Rochester, NY being the proper venue for any litigation pertaining hereto.

New Members for Approval

New Members for December 2017 – January 2018

Jackie	Pelfrey	Director Of Operations	jackie.pelfrey@fmc-na.com	FKC St. John's Area
Robert	Snyder	CHD Administrator	Robert.Snyder@flhealth.gov	FLDOH
Robert	Snyder	CHD Administrator	Robert.Snyder@flhealth.gov	FLDOH
Ronald	Nessler	Environmental Specialist III	Ronald.Nessler@flhealth.gov	FLDOH
Edwin	Baltzley	Planner	edwin.Baltzley@flhealth.gov	FLDOH
Bek	Parker	Planner	Rparker@bakerso.com	Baker Emergency Management
Caitlin	Choate	Preparedness Planner	caitlin.choate@flhealth.gov	FLDOH
Billy	Estep	Director	Bestep@nassauso.com	Nassau Emergency Management
Jeff	Alexander	Deputy Director	jaalexander@sjcfl.us	St. Johns Emergency Management
Jeff	Markulik	Administrator	jmarkulik@sterling-health.com	EdgeWood Nursing Center
Kelli	Wells	Director	Kelli.Wells@flhealth.gov	FLDOH
Laura	Nelson	Senior Mitigation Planner Environmental Health	lnelson@flaglercounty.org	Flagler Emergency Management
Michael	Godwin	Manager	Michael.Godwin@flhealth.gov	FLDOH
Roger	Hawthorne	Administratior Director of Simulation Training Applied Research and Nursing Faculty	roger.hawthorne@hcahealthcare.com	Specialty Hospital Quality
Kathleen	Kavanagh		kkavana2@ju.edu	Jacksonville University The Eye Surgery Center of St Augustine
Christopher	Bryant	Director	christophernbryant@gmail.com	By Your Side Senior Care
Mary Beth	Johnson	President	mbjohnson@byyoursidefl.com	

Deliverables Update

Northeast Florida Healthcare Coalition

Deliverables Update

January 24, 2018

Coalition Surge Tool Exercises

The Coalition Surge Tool Exercises have been scheduled for early-March. We have three hospitals participating from the Northeast Florida Region, with a combined total of 1,281 licensed acute care beds. This exceeds the 20% of acute care beds in the region that need to be exercised.

Assessor and Evaluator teams for hospitals, emergency management, county health department, and EMS have been assembled. These are subject matter experts from the region and around the state.

FDOH Tallahassee sponsored Coalition Surge Tool Training will take place at the Northeast Florida Regional Council on February 13th.

Active Assailant Working Group

The next meeting of the Active Assailant Working group is scheduled for February 23rd from 10am to Noon at the Northeast Florida Regional Council. An Active Assailant/Shooter facility needs assessment was sent out to Coalition partners in mid-January. This meeting will be a chance for the working group to review the results and to begin to develop a Plan to address identified gaps from the facility assessment.

Training Update:

April 10th – HCC Spring Summit

- HICS
- Nursing Home HICS
- Basic ICS (100, 200, 700)

May 29 – Mayo Clinic

- HICS

Upcoming: ICS 300, CMS Education Webinars, Active Assailant Awareness Level Training