

# NORTHEAST FLORIDA HEALTHCARE COALITION

Virtual Meeting Due to COVID-19

Join Zoom Meeting: <https://nefrc-org.zoom.us/j/2451626595>

Or Call 1-786-635-1003 Code: 245-162-6595



## **Executive Board Meeting Agenda** **Wednesday, April 21, 2021 @ 1pm**

### **I. Call to Order**

- Validation of Voting Members [accept designees, if required]
- \*Approval of Minutes from 2/17 and 3/17 Executive Board Meeting

### **II. Financial**

- \*Budget Report February and March 2021
- Expenditure Requests
- Management and Administration
  - CDBG – Mitigation Planning Grant Project Update
  - Statewide HCC Task Force Meeting Report
  - PPE Care Package Update
  - Project Funding Update
  - Infectious Disease and Supply Chain Planning Update

### **III. Business**

- \*Approval of General Membership Requests
- Discussion - Consider resuming in-person meetings and activities in July

### **IV. Training and Exercise**

- Disasters and Disability – Virtual Series (Final offering 4/22/21)
- Hospital Incident Command Systems – Awareness Level May 2021
- Virtual Tabletop Exercise – Working for a May/June Delivery

### **V. Upcoming Events**

- All in-person events postponed or canceled due to COVID-19.

### **VI. Member Reports**

- Board Member Reports (*call on each discipline for a report*)
- Open Discussion

### **VII. Adjourn**

May 19<sup>th</sup> - Executive Board Meeting (via Zoom)

June 16<sup>th</sup> – General Membership Meeting (via Zoom)

# NEFLHCC Executive Board

## Executive Board

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

Six Voting Members = Quorum

## Membership by County

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

**TOTAL = 12**

## Tiebreak Vote

Regional Emergency  
Response Advisor

## Executive Board

Chair: Rich Ward, Hospitals

Vice-Chair: Tim Devin, EMS

Secretary/Treasurer: Kristy Siebert, Home Health

### 6 County Reps

Baker County  
Jose Morales

Clay County  
Sonny Rodgers

Duval County  
Richard Ward

Flagler County  
Suzette Reese

Nassau County  
Ronnie Nessler

St. Johns County  
Noreen  
Nickola-Williams

### 4 Discipline Reps

Emergency Management  
Percy Golden

EMS  
Tim Devin

Hospital  
Rich Ward

Public Health  
Robert Snyder

### 2 At-Large Reps

Long Term Care  
Jeff Markulik

Home Health  
Kristy Siebert

\* As of 4/15/2021



Northeast Florida  
**Healthcare**  
COALITION  
For Disaster Preparedness

## Northeast Florida Healthcare Coalition Voting Members & Designated Alternates (4/15/2021)

***Six Voting Members = Quorum***

Representation	Voting Member	Alternate Name	Alternate's Agency	Appointing Authority
Baker County	Jose Morales	John Blanchard	Baker County Sheriff's Office	ESF 8 Partners
Clay County	Sonny Rodgers	Luis Herrera	FDOH - Clay	ESF 8 Partners
Duval County	Richard Ward	Winston Gibbs	FDOH – Duval	ESF 8 Partners
Flagler County	Suzette Reese	Bob Pickering	Flagler County Emergency Mgmt.	ESF 8 Partners
Nassau County	Ronnie Nessler	Mike Godwin	FDOH - Nassau	ESF 8 Partners
St. John County	Noreen Nickola-Williams	Greta Hall	St. Johns County Fire/Rescue	ESF 8 Partners
Emergency Management	Percy Golden	Greg Foster	Nassau County Sheriff's Office	Regional Emergency Managers
EMS	Tim Devin	<u>Alternate Needed</u>		First Coast EMS Advisory Council
Hospitals	Rich Ward	Dave Chapman	Ascension St. Vincent's	First Coast Disaster Council
Public Health	Robert Snyder	<u>Alternate Needed</u>		Regional Public Health Officers
Long-Term Care	Jeff Markulik	Wes Marsh	Brooks Rehabilitation	Florida Health Care Association – District IX
Home Health	Kristy Siebert	Theresa Gates	Beyond Home Health Care Services	

**Chair: Rich Ward, Hospitals**

**Vice-Chair: Tim Devin, EMS**

**Secretary/Treasurer: Kristy Siebert, Home Health**



**Executive Board Meeting**  
**February 17, 2021 @ 1pm**  
**Meeting Notes**

The Executive Board Meeting of the Northeast Florida Healthcare Coalition was a virtual meeting held via Zoom teleconference technology. A virtual meeting was held because of social distancing requirements due to COVID-19. The meeting commenced at 1:00pm on Wednesday, February 17, 2021.

**CALL TO ORDER**

The meeting was called to order by Chairperson Rich Ward (Hospital) with a validation of members, with the following Executive Board members present.

Baker County – Jose Morales  
Clay County – Sonny Rodgers  
Emergency Management – Percy Golden  
EMS – Tim Devin  
Hospitals – Rich Ward  
Long Term Care – Jeff Markulik  
Home Health – Theresa Gates (Alternative)

Absent:

Duval County – Richard Ward (excused)  
Flagler County – Suzette Reese  
Nassau County – Ronnie Nessler  
St. Johns County – Noreen Nickola-Williams  
Public Health – Robert Snyder

A sign-in sheet was developed from the Zoom attendance roster, Zoom chat log, and emails received by the coordinator from attendees who participated by phone.

**Approval of Minutes**

The draft minutes and sign-in sheets from the November 18, 2020 Executive Board Meeting and December 16, 2020 General Membership Meeting were provided as part of the meeting packet.

*Chairperson Rich Ward (Hospital) called for a motion. A motion was made to approve the draft minutes by Jose Morales (Baker County). A second was made by Tim Devin (EMS). Motion Carries.*

**FINANCIAL**

**\*Budget Report**

The finance reports for November 2020, December 2020, and January 2021 were presented by HCC Coordinator Eric Anderson.

*Chairperson Rich Ward (Hospital) called for a motion. A motion was made to approve the financial reports by Sonny Rodgers (Clay County). A second was made by Jose Morales (Baker County). Motion Carries.*

#### \*Expenditure Requests

None at this time.

#### Management and Administration Update

- **Marketing and Public Relations:** Staff provided an update on activities from BluePrint Creative Group, the marketing firm who represents the Coalition. Fabiola Fleuranvil, Chief Marketing Officer will be contacting project awardees and members to assist with the development of media items and newsletter stories.
- **Conferences Canceled** – The EMAG Conference in Savannah, Georgia in April has been canceled. The Florida Governor’s Hurricane Conference in May has been canceled.

### **BUSINESS**

#### \*Approval of General Membership Requests

As required in the bylaws, the Board must approve all membership requests. There have been ten (10) membership requests since the last meeting. The list was provided in the meeting packet.

*Chairperson Rich Ward (Hospital) called for a motion. A motion was made to approve the membership requests by Jose Morales (Baker County). A second was made by Jeff Markulik (Long-Term Care). Motion Carries.*

#### Resolution/Letter of Support

NEFRC CEO, Beth Payne presented information on upcoming legislation that may impact Florida Regional Councils.

*Chairperson Rich Ward (Hospital) called for a motion. A motion was made to allow the Chairperson to work with HCC staff on a Letter of Support for the Northeast Florida Regional Council by Jeff Markulik (Long-Term Care). A second was made by Sonny Rodgers (Clay County). Motion Carries.*

#### CDBG-MIT Planning Grant

HCC staff was notified by the Florida Department of Economic Opportunity that the Northeast Florida Regional Council was awarded a \$700,000 grant to develop the North Florida Resiliency Plan for the Health and Medical Lifeline. This award will be implemented over the 18-county region of the Region-3 Healthcare Coalition Alliance. Staff provided a detailed overview of the anticipated workplan, as well as discussed expected steps moving forward.

#### Infectious Disease Planning

HCC staff has begun work on infectious disease planning and mitigation through a grant received by the Florida Hospital Association. Soon, members will begin to receive surveys to assist the HHC to develop training needs assessments and supply chain assessments. These activities will be followed by planning workshops to assist with identifying a regional infectious disease implementation strategy.

### Training and Exercise

The Coalition has six different virtual classes scheduled through April. Course flyers and registration information were included in the agenda packet and sent via email to all HCC members.

- A. **2/25/21 @ 12pm - Disasters & Disability Series # 1: ILN - Collaborating for Positive Change**
- B. **3/3/21 @ 10am - Hospital Incident Command System - Center for Domestic Preparedness**
- C. **3/16/21 @ 12pm - Gov't Roles in Medical Response - Center for Domestic Preparedness**
- D. **3/23/21 @ 12pm - Healthcare Facility Preparedness - Center for Domestic Preparedness**
- E. **3/25/21 @ 12pm - Disasters & Disability Series # 2: COVID-19 & Disability**
- F. **4/22/21 @ 12pm - Disasters & Disability Series # 3: Natural Disasters & Disability**

### Upcoming Events

All Coalition Training and Exercise activities are cancelled or postponed due to COVID-19.

### MEMBER AND OPEN DISCUSSION

<u>Board Member Reports</u>	<u>Open Discussion</u>
None	None

### ADJOURN

Next **Executive Board** Meeting – April 21, 2021 @ 1:00pm  
Meeting will be conducted via Zoom. A link will be made available on the Agenda Packet.

Next **General Membership** Meeting – March 17, 2021 @ 1:00pm  
Tentative in Person Meeting. If not, meeting will be conducted via Zoom.  
A link will be made available on the Agenda Packet.



**General Membership Meeting**  
**March 17, 2021 @ 1pm**  
**Meeting Notes**

The General Membership Meeting of the Northeast Florida Healthcare Coalition was a virtual meeting held via Zoom teleconference technology. A virtual meeting was held because of social distancing requirements due to COVID-19. The meeting commenced at 1:00pm on Wednesday, March 17, 2021.

**CALL TO ORDER**

The meeting was called to order by Chairperson Rich Ward (Hospital) with a validation of members, with the following Executive Board members present. A quorum was not met so all business items were postponed until the April 2021 Executive Board meeting.

Baker County – Jose Morales  
Emergency Management – Percy Golden  
EMS – Tim Devin  
Hospitals – Rich Ward  
Long Term Care – Wes Marsh (Alternative)

**Absent:**

Duval County – Richard Ward (excused)  
Flagler County – Suzette Reese  
Nassau County – Ronnie Nessler  
St. Johns County – Noreen Nickola-Williams  
Public Health – Robert Snyder  
Clay County – Sonny Rodgers  
Home Health – Theresa Gates (Alternative)

A sign-in sheet was developed from the Zoom attendance roster, Zoom chat log, and emails received by the coordinator from attendees who participated by phone.

**Approval of Minutes**

The draft minutes and sign-in sheets from the February 17, 2021 Executive Board Meeting were provided as part of the meeting packet. These items will be presented for comment in April.

**FINANCIAL**

**\*Budget Report**

The finance reports for February 2021 will be presented for approval during the April 2021 meeting.

**\*Expenditure Requests**

None at this time.

## Management and Administration Update

Staff reported:

- **CDBG - Mitigation Planning Grant Update:** The Northeast Regional Council continues to work with Florida DEO to finalize the contract for the 3-year project awarded for the health and medical lifeline planning project. Staff anticipates the project will begin by July.

## BUSINESS

### \*Approval of General Membership Requests

As required in the bylaws, the Board must approve all membership requests. The list of potential members will be provided in the April meeting packet.

## PROGRAM

The HCC was pleased to host a presentation of the post-COVID Infectious Disease and Supply Chain survey results. Critical Integrated Solutions staff members Ben St. John, Mark O'Neill, Charles Hagan and Scott Pritchard presented the data and facilitated discussion with HCC members. The slide presentation is attached.

### Training and Exercise

The Coalition has virtual classes scheduled through April. Course flyers and registration information were included in the agenda packet and sent via email to all HCC members.

- A. **3/23/21 @ 12pm - Healthcare Facility Preparedness - Center for Domestic Preparedness**
- B. **3/25/21 @ 12pm - Disasters & Disability Series # 2: COVID-19 & Disability**
- C. **4/22/21 @ 12pm - Disasters & Disability Series # 3: Natural Disasters & Disability**

### Upcoming Events

All Coalition Training and Exercise activities are cancelled or postponed due to COVID-19.

## MEMBER AND OPEN DISCUSSION

<u>Board Member Reports</u>	<u>Open Discussion</u>
None	None

## ADJOURN

Next **Executive Board** Meeting – April 21, 2021 @ 1:00pm  
Meeting will be conducted via Zoom. A link will be made available on the Agenda Packet.

Next **General Membership** Meeting – June 16, 2021 @ 1:00pm



**Northeast Florida Health Care Coalition**  
**Financial Report**  
**As of February 2021**

<b>NEFHCC 20/21</b>	<b>Budget</b>	<b>February 2021</b>	<b>Project To Date</b>	<b>% of Budget Spent</b>	<b>Funds Available</b>
<b>Revenues</b>					
State Contract	\$ 186,679.00	\$ 14,906.59	\$ 93,560.71	50%	\$ 93,118.29
Revenues	\$ 186,679.00	\$ 14,906.59	\$ 93,560.71	50%	\$ 93,118.29
<b>Expenses</b>					
Staffing Cost	\$ 138,089.00	\$ 10,231.59	\$ 86,556.80	63%	\$ 51,532.20
Office Supplies	\$ 50.00	\$ -	\$ 35.99	0%	\$ 14.01
Printing	\$ 1,565.00	\$ -	\$ 1,381.38	0%	\$ 183.62
Website	\$ 400.00	\$ 25.00	\$ 225.00	0%	\$ 175.00
D&O Insurance	\$ 200.00	\$ -	\$ 200.00	100%	\$ -
State Corporation Fees	\$ 70.00	\$ -	\$ -	0%	\$ 70.00
Travel	\$ 1,250.00	\$ -	\$ 285.00	23%	\$ 965.00
Professional Services	\$ 45,055.00	\$ 4,650.00	\$ 4,876.54	11%	\$ 40,178.46
Expenses	\$ 186,679.00	\$ 14,906.59	\$ 93,560.71	50%	\$ 93,118.29

<b>PROJECTS FY 20/21</b>	<b>Budget</b>	<b>February 2021</b>	<b>Project To Date</b>	<b>% of Budget Spent</b>	<b>Funds Available</b>
<b>Revenues</b>					
State Contract	\$ 132,631.00	\$ -	\$ 32,147.78	24%	\$ 100,483.22
Revenues	\$ 132,631.00	\$ -	\$ 32,147.78	24%	\$ 100,483.22
<b>Expenses</b>					
Projects	\$ 132,631.00	\$ -	\$ 32,147.78	24%	\$ 100,483.22
Expenses	\$ 132,631.00	\$ -	\$ 32,147.78	24%	\$ 100,483.22

**Northeast Florida Health Care Coalition**  
**Financial Report**  
**As of March 2021**

<b>NEFHCC 20/21</b>	<b>Budget</b>	<b>March 2021</b>	<b>Project To Date</b>	<b>% of Budget Spent</b>	<b>Funds Available</b>
<b>Revenues</b>					
State Contract	\$ 186,679.00	\$ 15,836.55	\$ 109,397.26	59%	\$ 77,281.74
Revenues	\$ 186,679.00	\$ 15,836.55	\$ 109,397.26	59%	\$ 77,281.74
<b>Expenses</b>					
Staffing Cost	\$ 138,089.00	\$ 8,349.55	\$ 94,906.35	69%	\$ 43,182.65
Office Supplies	\$ 50.00	\$ -	\$ 35.99	0%	\$ 14.01
Printing	\$ 1,565.00	\$ -	\$ 1,381.38	0%	\$ 183.62
Website	\$ 400.00	\$ 47.00	\$ 272.00	0%	\$ 128.00
D&O Insurance	\$ 200.00	\$ -	\$ 200.00	100%	\$ -
State Corporation Fees	\$ 70.00	\$ -	\$ -	0%	\$ 70.00
Travel	\$ 1,250.00	\$ -	\$ 285.00	23%	\$ 965.00
Professional Services	\$ 45,055.00	\$ 7,440.00	\$ 12,316.54	27%	\$ 32,738.46
Expenses	\$ 186,679.00	\$ 15,836.55	\$ 109,397.26	59%	\$ 77,281.74

<b>PROJECTS FY 20/21</b>	<b>Budget</b>	<b>March 2021</b>	<b>Project To Date</b>	<b>% of Budget Spent</b>	<b>Funds Available</b>
<b>Revenues</b>					
State Contract	\$ 132,631.00	\$ 4,605.74	\$ 36,753.52	28%	\$ 95,877.48
Revenues	\$ 132,631.00	\$ 4,605.74	\$ 36,753.52	28%	\$ 95,877.48
<b>Expenses</b>					
Projects	\$ 132,631.00	\$ 4,605.74	\$ 36,753.52	28%	\$ 95,877.48
Expenses	\$ 132,631.00	\$ 4,605.74	\$ 36,753.52	28%	\$ 95,877.48

## NEFLHCC New Members as of April 15, 2021

First	Last	Title/Job Duty	Type of Organization	Name of Organization	Facility/Work Address	City	County- Select all that apply
Sasha	Nelson	Infection Prevention Education Specialist	Public Health Agencies	Florida Department of Health	604 Trelago Way, Apt 215	Maitland	Alachua, Baker, Bradford, Clay, Duval, Flagler, Gilchrist, Levy, Marion, Nassau, Putnam, St. Johns, Union
Jesus	Rodriguez	Safety Officer/Volunteer Coordinator	Outpatient health care delivery (e.g., ambulatory care, clinics,	Heartland Hospice	8130 Baymeadows Way West #201	Jacksonville	Baker, Clay, Duval, Nassau, St. Johns
Meaghan	Crowley	Administrator	Public Health Agency	DOH-Baker	480 West Lowder St	Macclenny	Baker



Achieve a health and medical system that is efficient and resilient in an emergency.

# Northeast Florida Healthcare COALITION For Disaster Preparedness

100 Festival Park Avenue  
Jacksonville, Florida 32202

904-279-0780

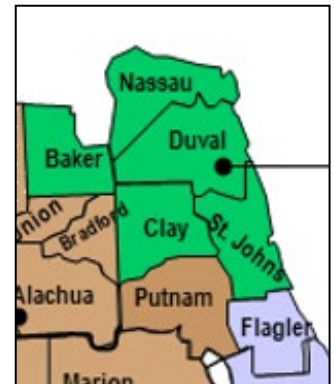
<http://www.neflhcc.org/>

Chairperson: Rich Ward, OPMC

## \*\*\*Disasters & Disability\*\*\* A Virtual Lunch & Learn Series

The Northeast Florida Healthcare Coalition has partnered with local affiliates of the Florida Association of Centers for Independent Living to provide a virtual "Lunch & Learn" series.

- **CIL Jacksonville**
- **Disability Solutions for Independent Living**
- **Center for Independent Living of North Central Florida**



Center for Independent Living staff aim to educate and collaborate with the healthcare community on impacts to people with disabilities as they relate to various types of disasters. The goal is to reduce barriers and to provide understanding on the challenges faced on accessing healthcare for this growing segment of the population.

Each virtual session be a 90-minute interactive presentation and discussion. Please join us for one or all of the virtual sessions as part of this "Lunch & Learn" series.

**April 22, 2021 – 1200 to 1330**

Virtual Class 3 - **Natural Disasters and Disability**

Registration link: [https://natural\\_disasters\\_and\\_disability\\_4\\_22\\_2021.eventbrite.com](https://natural_disasters_and_disability_4_22_2021.eventbrite.com)

**Description and objectives:** The health, safety, and independence of people with disabilities are at a greater risk during and after natural disasters. This training will discuss actions being taken to address these issues and participants of the training will be able to address the following (objectives):

- I. Disability 101: The basics
- II. Impact of disasters on people with disabilities:
- III. Access and Functional needs of people with fidelities
- IV. Disability Etiquette and communicating with people who have disabilities

***Reference the attached information for details on each virtual session. A ZOOM Webinar Link will be sent to registered attendees 24 hours before each virtual session.***

Questions, please contact: Eric Anderson, Coalition Coordinator

Email: [eanderson@nefrc.org](mailto:eanderson@nefrc.org) Cell: (904) 505-3428



To apply for this class, follow the instructions below: **May 25, 2021 from 10am to 12pm (EST)**

1. Have your FEMA SID number and password. You **must** have a FEMA SID number **before** you can apply for the class.
  - If you need a FEMA SID number, go to: <https://cdp.dhs.gov/FEMASID> and click "Register for FEMA SID" or click "Forgot FEMA SID?" if you have forgotten your FEMA SID.
  - Registering for a FEMA SID number **does not** register you for this class. You must apply for the class separately.
2. Click this link to apply for the class: [Click Here to Apply](#).
  - Enter your FEMA SID and password.
  - A CDP Training Registration System (TRS) application for 21NV-1455 HCV7 will open.
  - Complete the required fields.
  - Click the "Review and Submit Application Now" button.

Complete the application process by clicking the affirmation checkbox and providing your digital signature by entering your name and FEMA SID password.

(If you have trouble with the link, go to <https://cdp.dhs.gov/students> and enter 21NV-1455 HCV7 in the "Have a Promo Code?" box. You must enter the promo code exactly as it appears here to successfully apply).
3. If you encounter any errors, please do not attempt to bypass or skip through them. Please document the error with as many details as possible and/or screen shots (print screen) and submit to [FEMASIDHELP@cdpemail.dhs.gov](mailto:FEMASIDHELP@cdpemail.dhs.gov) so the error can be documented and addressed by the development team. Once the error has been reported, then proceed.

