



**Executive Board Meeting**  
**May 18, 2022 @ 1pm**  
**Meeting Notes**

The May Executive Board Meeting of the Northeast Florida Healthcare Coalition was held in-person and via Zoom teleconference technology. A hybrid meeting was held due to COVID-19 precautions. The meeting commenced at 1:00 pm on Wednesday, May 18, 2022.

**CALL TO ORDER**

The meeting was called to order by Leigh Wilsey with a validation of members, with the following Executive Board members present. Quorum was not met for voting.

Clay County – Sonny Rodgers  
Flagler County – Jaffy Lee  
Nassau County – Ronnie Nessler  
Long Term Care – Jeff Markulik  
Public Health - Robert Snyder

**Absent:**

Duval County – Rochelle Civil  
Flagler County – Gaetana Carroll  
St. Johns County – Noreen Nickola-Williams  
Emergency Management – John Blanchard  
Hospitals – Dave Chapman  
EMS – Tim Devin  
Home Health – Kristy Siebert

A digital sign-in link was provided to virtual attendees. The sign-in sheet is attached to the minutes.

**New Flagler County Representative**

Leigh Wilsey introduced the new Flagler County Representative – Jaffy Lee.

**\*Approval of Minutes**

The draft minutes from April 20, 2022, Executive Board Meeting was provided as part of the meeting packet. Minutes were not voted on due to the absence of a quorum.

**FINANCIAL**

**\*Budget Report**

The finance report for April 2022 was presented by Jeff Markulik. The financial report was not voted on due to the absence of a quorum.

### Expenditure Requests

No expenditure requests at this time.

### Management and Administration Update

- **2021-2022 Project Funding Update & Closeout:** All projects except for one are completed. The final project will be completed later this week. CHAMP had a project for HCA Ocala Hospital that could not be completed, the money was returned to the Coalition to fund a sister agency within the Region. Memorial Hospital in Jacksonville was able to use the funds for a project they had submitted using these funds from CHAMP because they are an HCA facility. This project did not affect the budget.
- **Healthcare Coalition Task Force Meeting Update:** Staff attended an HCC meeting on May 17, 2022, in Tampa, FL. Reported there was discussion on planning for the new contract for 2022-2024. Reported Stroke Coalition formulated out of the University of Miami presented at their meeting and mentioned how the coalition wants to develop in Jacksonville.
- **Calendar Invitations for Board Members:** The process for sending calendar invites for board members will be updated. The invites used to come from Eric Anderson, now they will come from Leigh Wilsey. Invites will be updated with the new meeting location.

### BUSINESS

#### \*Approval of General Membership Requests

As required in the bylaws, the Board must approve all membership requests. There have been six (6) membership requests since the last meeting. The list was provided in the meeting packet. General Membership Requests were not voted on due to the absence of a quorum.

#### 2022-2023 Project Funding Applications Received

Staff reported applications were due and received by noon on May 16<sup>th</sup>. Staff will submit the projects to FDOH for approval. As in previous years, there will be a prioritization committee that will score the projects. The Board will approve this priority list and then wait until the final FDOH budget and contract. Staff reported receiving a total of 18 projects, from 15 different organizations. The cumulative total amount of all the projects is about \$320,000.

#### \*Final Plan Approvals

Staff report they received valuable feedback and comments on both the Crisis Standards of Care Guidance Plan and the Burn Surge Annex. Staff integrated all the appropriate changes to the documents and thanked the members who took the time to provide a thorough review. Plans were not voted on for final approval due to the absence of a quorum.

#### Plan Updates, Review, and Comment

Attached to the meeting packet are the plans that require annual updating: Preparedness Plan, Infectious Disease Plan, and Supply Chain Mitigation. Staff asked for review and comment to be returned by June 3<sup>rd</sup>. Mass Fatality Plan was drafted by staff to serve as a resource guide and is attached to the meeting packet. Staff asked for review and comment for the Mass Fatality Plan to

be returned by June 3<sup>rd</sup>.

## **TRAINING AND EXERCISES**

### **Hospital Incident Command: May 19 Jacksonville & May 24 Gainesville**

Registration is still open for anyone who is interested in attending these trainings. This will be the last of the training offered for the end of the fiscal year.

### **Nursing Home Incident Command: May 20 Jacksonville & May 23 Lake City**

Registration is still open for anyone who is interested in attending these trainings. This will be the last of the training offered for the end of the fiscal year.

### **MRSE Exercise – June 23 (partnering with FCDC)**

Staff report the MRSE exercise is an opportunity for members to participate in dealing with a hospital surge event scenario and how the region would deal with the surge. Partnering with FCDC and LEPC.

## **OPEN DISCUSSION**

- Long-Term Care – Watching the increase in COVID cases closely, as congregate populations are vulnerable to contagious disease. States they are closely monitoring the situation and will increase safety precautions as is necessary, (i.e., wearing N95s, instead of surgical masks).
- EMS – No updates.
- Emergency Management – Reports shortages are being noticed with IV contrast dye and epinephrine. Reports they are keeping track of supply shortages and will report any other shortages/statuses.
- Hospitals – Noticed a minor increase in COVID patient counts. State the government issued another round of at-home COVID test kits, through the postal service. Up to 8 kits per family, which will be sent 4 at a time.
- Public Health – Report that most northeast counties are experiencing an uptick in COVID cases. States that Flagler County is encouraging those with comorbidities, immunocompromised, etc., to get vaccinated and/or boosted. Report they are closely monitoring congregate living spaces, like jails, and nursing homes.

## **ADJOURN**

Meeting was adjourned at 1:40 pm

## **NEXT MEETING**

June 15, 2022 at 1:00 pm  
General Membership Meeting  
In-person at WJCT



**Executive Board Meeting Attendance**  
**May 18, 2022 @ 1pm**

<b>Name</b>	<b>Name (Last)</b>	<b>Facility Name</b>	<b>Facility Type</b>	<b>'other'</b>
Michael	Godwin	FDOH	Public Health Agencies (Core HCC Member)	
Ronnie	Nessler	FDOH – Nassau	Public Health Agencies (Core HCC Member)	
Sandi	Courson	DOH	Public Health Agencies (Core HCC Member)	
Ryan	Nash	FDOH – Nassau	Public Health Agencies (Core HCC Member)	
Wes	Marsh, NHA, FACHE	Lanier Nursing & Rehabilitation Center	Skilled nursing, nursing, and long-term care facilities	
Jaffy	Lee	Florida Dept of Health - Flagler County	Public Health Agencies (Core HCC Member)	
Joseph	Lichtman	Baptist Medical Center South	Acute Care Hospitals (Core HCC Member)	
Jeff	Markulik	Baker County Medical Services	Skilled nursing, nursing, and long-term care facilities	
Diann	Jacobs	Baptist Jacksonville	Acute Care Hospitals (Core HCC Member)	
Nathan	Carpenter	Brooks Rehabilitation	Outpatient health care delivery (e.g., ambulatory care, clinics, community and tribal health centers, Federally Qualified Health Centers, urgent care centers, free standing emergency rooms, stand-alone surgery centers)	
Mary	Boutte	FDOH – St. Johns	Public Health Agencies (Core HCC Member)	
Bob	Snyder	FDOH – Flagler	Public Health Agencies (Core HCC Member)	
Kenny	Higginbotham	Bureau of Vital Statistics	Public Health Agencies (Core HCC Member)	
Dallas	Cooke	Duval EM	Emergency Management Organizations (Core HCC Member)	
Sonny	Rodgers	FDOH – Clay	Public Health Agencies (Core HCC Member)	