



Executive Board Meeting
March 15, 2023 @ 1pm
Meeting Notes

The March Executive Board Meeting of the Northeast Florida Healthcare Coalition was held in person and via Zoom teleconference technology. The meeting commenced at 1:00 pm on Wednesday, March 15, 2023.

CALL TO ORDER

The meeting was called to order by the Chair with a validation of members, with the following Executive Board members present. Quorum was met for voting.

Baker County – John Blanchard
Clay County – Sonny Rodgers, James Moseley
Flagler County – Jaffy Lee, Bob Pickering
Duval County – Rochelle Civil
Nassau County – Ronnie Nessler
Emergency Management – John Blanchard
EMS – Tim Devin
Hospitals – Dave Chapman

Absent:

St. Johns County – Noreen Nickola-Williams
Public Health – Robert Snyder
Home Health – Susan Chapman
Long-Term Care – Jeff Markulik

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

***Approval of Minutes**

The draft minutes from February 15, 2023, Executive Board Meeting was provided as part of the meeting packet.

The Chair called for a motion. A motion was made to approve the draft minutes by Ronnie Nessler (Nassau County). A second was made by Dave Chapman (Hospitals). Motion carries.

FINANCIAL

***Budget Report**

The finance reports for February 2023 were presented by Leigh Wilsey.

The Chair called for a motion. A motion was made to approve the financial report by Ronnie Nessler (Nassau County). A second was made by Sonny Rodgers (Clay County). Motion carries.

Expenditure Requests

No expenditure requests at this time.

Management and Administration

EMAG 2023

18 individuals expressed interest and approval by their agency/organization to go to EMAG 2023. All individuals have been registered for the conference and have hotel reservations. The conference agenda is posted to the website and emailed to those attending. Staff will send emails out to those individuals as the conference approaches.

2022-2023 Project Funding Update

Staff reports that two projects have been completely reimbursed. There are five projects in the process of reimbursement and should be reflected in the upcoming finance reports. The rest of the projects are still in the process of procuring equipment but are on track to be complete before the end of the fiscal year.

Bold Planning

Staff state at the next meeting, representatives from Bold Planning will provide a virtual presentation regarding their software program, and how they will be working with interested facilities and organizations. Bold Planning provides a platform for agencies to develop COOP plans and other plan types.

BUSINESS

*Approval of General Membership Requests

As required in the bylaws, the Board must approve all membership requests. There have been five (5) membership requests since the last meeting. The list was provided in the meeting packet.

The Chair called for a motion. A motion was made by Dave Chapman (Hospitals) to approve the new members. A second was made by Ronnie Nessler (Nassau County). Motion carries.

Alliance Radiation Surge Annex

Staff thank all members who provided feedback and review of the Alliance Radiation Surge Annex. After review of the comments and suggestions, staff have updated the Annex and will upload the finalized version to the Alliance website.

**2023 Alliance Radiation Surge Annex approved by the Board through general consensus.*

2023 Alliance Operational Plan

Staff report they have made updates to the 2023 Alliance Operational Plan, as part of the contract deliverables. The updated Operational Plan was disseminated to the membership, and review/feedback was provided to staff. The finalized 2023 Alliance Operational Plan will be uploaded to the Alliance website.

**2023 Alliance Operational Plan approved by the Board through general consensus.*

HVA Gaps Project

The Alliance Board has identified pre-hospital pediatric surge management to be a prioritized, regional gap. The State has approved the Coalition's request to use the additional HVA gap

funding to purchase equipment to help fill this regional gap.

*Staff remind the Board members and discipline representatives for the upcoming election. Board officers are elected, and discipline representatives are approved by the respective disciplines governing body. There will be a call for nominations during the April meeting, and voting will take place during the May meeting.

TRAINING AND EXERCISE

Virtual TTX Offerings

Two offerings of an active threat virtual tabletop exercise will be provided through the Coalition on May 8th and May 16th. Both offerings will be from 1:00 to 4:30 PM. The flyer and registration information will be distributed to the Alliance membership soon.

Statewide Radiation Surge Tabletop Exercise

In partnership with the State and the HCCs across the state, there will be a virtual, tabletop exercise on May 17th from 9:00 AM to 1:00 PM, to test the new Alliance Radiation Surge Annex. This statewide exercise will provide the opportunity for regional breakout groups for each region to talk about their threats, capabilities, and gaps. There will be statewide report-outs, to see how different regions would respond, following the regional breakout. The flyer and registration information will be distributed to the Alliance membership soon.

Overland Flooding TTX – St. Johns County

The Coalition is providing a fifth offering of the overland flooding tabletop exercise, previously offered last winter, at the St. Johns County EOC on March 30th, from 1:00 PM to 4:00 PM. This TTX can assist organizations in complying with CMS rules regarding exercise participation. The flyer will be attached to the meeting minutes packet. Those who are interested in attending will need to email, asieger@nefrc.org, for registration.

PER-320 Course

Staff report they have finalized with TEEX the dates and registration links for this course delivery. It is a full-day, in-person training. Individuals who attend this will train on PPE, with donning and doffing and other considerations during a biological event. The course flyer with more information and registration links will be attached to the meeting minutes and is on the Alliance website.

OPEN DISCUSSION

- Hospitals – Mr. Dave Chapman reported the next FCDC meeting is Thursday, March 23rd at Baptist Southside at 10:30 AM. Mr. Chapman states they are excited to host the PER320 course this upcoming June. Supply chain issues are not as bad as they used to be, reports about every week there is an issue with one individual supply.
- Public Health
 - Regional FDOH – Ms. Vaughn reports the highly infectious disease response kits will be housed at the Jacksonville warehouse. If this is ever needed, the kits can be requested through your local county health department or Freda Vaughn directly. Following the February CHEMPACK sustainment visit, all supplies that were expired were re-supplied.

- Long-Term Care – Nothing to report.
- EMS – Mr. Tim Devin reports the EMS community continues to discuss the pre-hospital pediatric gaps in the region. They continue to engage with key players on this issue to start closing this equipment gap.
- Emergency Management – Mr. John Blanchard from Baker County reports they participated in Nassau County’s full-scale exercise with CSX. States it was helpful, and multiple people from across the region were in attendance. Reports all training continues to be on schedule.
- Home Health – Nothing to report.
- NAS Jacksonville Hospital – Ms. Kaitlen Doyle introduced herself to the Board, as she is the EMO for the Jacksonville Naval hospital. Reports they are working on re-standing up the FROT and are currently working closely with the Army Civil Support Team at Blanding.

ADJOURN

The meeting was adjourned at 1:38 PM.

NEXT MEETING

April 19, 2023, at 1:00 pm
General Membership Meeting
In-person at WJCT



Executive Board Meeting Attendance
March 15, 2023, @ 1pm

Name	Name (Last)	Facility Name	Facility Type	'other'
Dave	Chapman	Ascension St. Vincent's Southside	Acute Care Hospitals (Core HCC Member)	
Timothy	Devin	FC-EMS-AC	EMS (Including inter-facility and other non-EMS patient transport systems; Core HCC Member)	
Ronnie	Nessler	FDOH – Nassau	Public Health Agencies (Core HCC Member)	
Sonny	Rodgers	DOH-Clay	Public Health Agencies (Core HCC Member)	
Freda	Vaughn	FDOH	Public Health Agencies (Core HCC Member)	
Kaitlen	Doyle	USNH Jacksonville	Acute Care Hospitals (Core HCC Member)	
Jaffy	Lee	Florida Dept of Health - Flagler County	Public Health Agencies (Core HCC Member)	
Lawana	Jolivette	Ascension St. Vincent's Riverside	Acute Care Hospitals (Core HCC Member)	
Ryan	Nash	FDOH – Nassau	Public Health Agencies (Core HCC Member)	
Diann	Jacobs	Baptist Health	Acute Care Hospitals (Core HCC Member)	
John	Blanchard	Baker County Sheriff's Office	Emergency Management Organizations (Core HCC Member)	
James	Moseley	DOH-Clay	Public Health Agencies (Core HCC Member)	
Russell	Owens	Department of Veterans Affairs	Federal facilities (e.g. US Department of Veterans Affairs Medical Centers, Indian Health Service facilities, military treatment facilities)	
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)	
Cynthia	Mapulanga	FDLE	Local public safety agencies (e.g. law enforcement and fire)	
M. Dallas	Cooke	JFRD-EOC	Emergency Management Organizations (Core HCC Member)	
Laggy	George	UNF	Schools and universities, including academic medical centers	

Rochelle	Civil	DOH – Duval	Public Health Agencies (Core HCC Member)	
Bob	Pickering	Flagler County EM	Emergency Management Organizations (Core HCC Member)	
Jennifer	Silvey-Cason	UF Health Jacksonville	Acute Care Hospitals (Core HCC Member)	
Jay	Farhat	Baptist Health	Acute Care Hospitals (Core HCC Member)	



CMS Provider/Supplier Tabletop Exercise Overland Flooding

March 30, 2023, from 1PM to 4PM

The Region 3 Healthcare Coalition Alliance is pleased to provide an in-person tabletop exercise. This exercise can assist organizations in complying with CMS rules regarding exercise participation.

This exercise will be a comprehensive discussion-based tabletop exercise with an open discussion led by exercise facilitators. Participants will have an opportunity to evaluate their current response concepts, plans, and capabilities related to a flood scenario. This exercise will focus on providing a scenario that should stimulate participants to reflect on their own organizations' capabilities and identify local risks and hazards.

Participating organizations will walk away having identified strengths and areas for improvement within their Emergency Plan. The exercise facilitators will provide participants with an After-Action Report (AAR) overview and document template that can be completed by individual facilities.

**Questions, please contact: Annie Sieger
Email: asieger@NEFRC.org**



Personal Protective Measures for Biological Events

PER-320

Personal Protective Measures for Biological Events (PPMB) is a one-day course focusing on the challenges faced by first responders and clinical health care professionals in pre-hospital and hospital environments as they deal with personal protective equipment (PPE) needs and potential contamination issues while dealing with highly infectious diseases. The course provides students with an overview of PPE, and includes experiential learning activities on donning and doffing PPE and technical decontamination. Additionally, students review the different types of decontamination.

This is the same training course, offered in 3 different locations across the region

June 12, 2023, 9 AM to 4 PM (Lake City)

Lake Shore Hospital Authority, 259 NE Franklin Street, Suite 102, Lake City, FL 32055

[Register Here](#)

June 14, 2023, 9 AM to 4 PM (Jacksonville)

Ascension St. Vincent's Southside, 4201 Belfort Road, Jacksonville, FL 32216

[Register Here](#)

June 16, 2023, 9 AM to 4 PM (Gainesville)

Haven Hospice, 4200 NW 90th Boulevard, Gainesville, FL 32606

[Register Here](#)

Suggested Participants

- Emergency Medical Services
- Law Enforcement
- Public Health
- Public Works
- Healthcare Personnel

CE Credits

- IACET - .08 CEUs
- 8.0 CEUs for Nurses

Prerequisites

- FEMA/SID Number

*Please see the attached guide on instructions to obtain your FEMA/SID Number

Questions? Please contact:
asieger@NEFRC.org



FEMA SID Guide

FEMA Student Identification (SID)

What is a FEMA SID?

FEMA Student Identification (SID) number is a unique number generated and assigned to anyone who needs or is required to take training provided by a FEMA organization. Your FEMA SID uniquely identifies you throughout the FEMA organization and all of its agencies. The goal is for your FEMA SID to serve as your personal identification number instead of your Social Security Number (SSN) in support of FEMA's effort to decrease/cease the use of SSN for identifying and tracking individuals.

Why do I need a FEMA SID?

A FEMA SID is required to register for and participate in any training provided by FEMA. All FEMA training providers' registration systems and enrollment procedures require a valid FEMA SID. The FEMA SID will serve as your unique identifier and be used to maintain the record of FEMA training you attended.

Do you have a FEMA Student Identification (SID) Number?

To register, go to the [FEMA Student Identification System](#)

Select "Register for a FEMA SID" in the middle of the screen. Follow the instructions and provide the necessary information to create your account. If you are a user with a Personal Identity Verification (PIV) card, enter your FEMA SID and select your certificate and enter your pin.

Forgot your FEMA SID?

If you already have a FEMA SID but forgot it, go to the [FEMA Student Identification System](#) and select the option: "Forgot Your FEMA SID." You will be asked to provide certain information. Your FEMA SID will be emailed to you along with a separate message that will ask you to reset your password.

