



## **Minutes - Health Care Coalition Task Force (HCCTF)**

### **Conference Call**

**Thursday, August 23, 2018**

Meeting called to order at 2:00 p.m.

#### **Attendance:**

Co-Chairs: Dayle Mooney, John Wilgis

Region 1: Ann Hill

Region 2: Jessie Shuler, Ray Runo

Region 3: Beth Payne, Randy Ming, Leigh Wilsey, Suzanne DeKay, Sheila Storlie

Region 4: Dirk Palmer

Region 5: Lynne Drawdy

Region 6: Lori Colucci, Scott Wiley, Peggy Brown, Erika Elmore, Glamari Carter, Christine Griffiths, Catelyn Eck

Region 7: Lisa Andrews and Lisa Vreeland (HERC), Kelly Keys (Broward), Marilia VanKeeken (Miami-Dade), Cyna Wright (Keys)

Subject Matter Experts: Jennifer Coulter (BPR-Admin. Prep.), Valerie Beynon (BPR-CP), Lela Shepard (BPR-CP), Joanna Colburn (DEPCS-Contract Mgmt), Dawn Webb (DEPCS-Contract Mgmt.), Kim Sharkey (DEM).

Meeting facilitated by John Wilgis and Dayle Mooney.

#### **Changes to the Agenda**

- CHAMP not listed on the agenda.

#### **Approval of Minutes**

- Ray Runo and Kelly Keys should be added to the attendance. Typo in Region 1.

- Minutes approved as amended. Moved by Christine Griffiths, seconded by Kelly Keys.

## **Reports**

### **Region 1**

- Held Executive committee meeting
- hosting general coalition meeting first week of September
- hosting 2 surge tool exercises this year, one in November, one in March
- Two large exercises this November one in Escambia and one in Bay County
- Holding planning meetings for March Symposium conference - this year will not be power point presentations but hands on scenario offering 8 different classes for participants to take
- hosting presentations on updates to CMS rule to 17 groups of agencies affected by the CMS rule
- Continuing to offer ICS and active shooter trainings across the region.

### **Region 2**

- Planning 2-3 table tops for active shooter
- Currently working on pre-planning for Hospital Surge
- Audit with Joe Dawsey
- Completed NHICS training
- Vulnerable Pops seminar
- Workplan
- Working on executing workplan for our end of the year full-scale exercise in partnership with BPR
- Working on updating MYTEP
- Completing all assigned tasks for our contract

### **Region 3**

#### **North Central Florida HCC:**

- Coalition has a toll-free # for members - 1-888-223-8397
- Stop the Bleed implementation is nearing completion
- Forming working groups for 2018-19 deliverables
- Developing current year's training schedule
- Preparing for project funding process to begin September 4

#### **Northeast Florida HCC:**

- Very successful Training Summit held on August 21 – over 125 in attendance, keynote speakers from Las Vegas

- Stop the Bleed program implementation with local school districts ongoing
- Working groups forming for this year's deliverables
- Training and Exercise calendar for this year is being scheduled.
- Project funding cycle will open on September 4th.

#### **Region 4**

- Region 4 is planning a series of tabletop exercises designed to help Long Term Care, ALF's and Home Health Care Agencies to comply with new CMS training & testing regulations. We will begin to roll these out starting in January 2019.
- Our board of directors recently met to determine our course of action in our efforts to hire a new Executive Director. We hope to have a new Exec on board by January 1st.
- Efforts are underway to begin planning for our annual surge tool exercise. Our exercise should be completed by the February / March timeframe.
- Continuing the IRMS entries and looking forward to the IRMS discussion in the upcoming face-to-face meeting in October.
- We are currently working on development of self-sustainment projects for our coalition and will have more updates once implemented after the first of the year.

#### **Region 5**

- In July & August completed ACS tabletops in each county. Counties reported these were valuable; will have overview at September coalition meeting.
- Planning underway for Electric Daisy Carnival – ACS exercise for regional medical assistance team.
- September 12 Operation Protect & Secure – 165 registered to date
- September 20 Meeting. Presentation on Parkland response – thanks to Kelly Keyes. Also active shooter training by SO and evacuation best practices. In afternoon, dementia awareness training.
- Evacuation equipment assessment underway at hospitals in region
- Updated traffic light report and working on project plans.

#### **Region 6**

- We are planning an Activation 101 Workshop.
- We have begun working on gap analyses, and we are updating our bylaws and inventory policies.
- We have had trainings on CEMPs, infectious disease, and stroke.
- We are continuing to expand our Stop-the-Bleed project.
- The Coalition will be taking part in the Lee County Port Authority's MCI exercise in October.
- Our Coalition Surge Tool Exercise is scheduled for May 1, 2019.

## **Region 7 HERC**

- No report.

## **Region 7 Broward**

- Implemented CARES program In Broward County. Around 60% of our partners participating.
- Broward County CEMP Presentation – identified a gap that Emergency Management was extending the SLF and SNF requirements to the hospitals
- Trainings: completed a survey and took the top tier requests and funding a number of different trainings
  - CHEP
  - Hazmat Train the Trainer – cdP
  - Advanced Hazmat Life Support
  - Infection Control Class
- Exercises: Region 7 was awarded grant. Working on having exercises to do evacuation Med Surge Exercise.
  - Planning stages for CRI Regional Pod Exercise Nov 2020
  - From last Med Surge Evacuation: Family Reunification Drill Nov 2018
- Project submission out to all members due 9/1/18 for funding

## **Region 7 Miami-Dade**

- We are hosting a workshop and tabletop with a hurricane theme September 12 and November 14 for all sectors but specifically for new CMS requirements. Exercise and training has really taken to this task.
- Furthermore, the coalition is in the planning stages of developing its own 2-symposium/conference. Dates for now are March 7/8 2019. We hope to offer sessions on several topics such as Active shooter, Opioid Crisis, Human trafficking, Evacuation, and more.
- We also opened up our annual project submission, due date nov 1.
- Finally, one of our hospital partners is hosting a PPE/PAPR for Highly Infectious Environments - Including Emerging Agents Resistant to Antibiotics Training next Wednesday.

## **Region 7 Keys**

- Currently planning our medical surge tool exercise for November completion.
- About to send out next years training needs survey to members.
- Planning in process for:
  - Training for two psychological first aid trainings.
  - One Training for Infectious disease in lower Keys.
  - One healthcare skills training in Middle Keys.

- One cybersecurity training: location to be determined.
  - One WEBEOC training in middle keys.
- Next meeting is September 20th.
- Updating our member contacts, which is needed due to all our local changes.
- Working on our infectious disease equipment mission ready package projects.
- November 2020 CRI exercise planning in process.

## **BPR**

Lela Shepard

- Lela spoke to leadership about the Infectious Disease Transport Network. Bureau does not want a regional infectious disease plan, but rather a plan for educating coalition members about the state's infectious disease plan and the FIDTN (transportation plan) which Terry Schenk has drafted and is exercising. Terry is updating the plan and a PP, which we will share (via email and the SharePoint) once he is done updating. We are also considering having Terry present on the latest plan in October.
- Thanks for uploading work plans to Sharepoint. Plan is to have all the coalitions upload all their the 1st quarter Tasks for this fiscal year into their individual folders on the SharePoint (with an email alerting contract and program staff that info has been uploaded). Subcontracting documents from the contract managers are now located on the SharePoint under HCC Resources. Also, we are restricting the SharePoint, please send us any recommendations/ideas.
- RTIPP training – dates available from Sue James
- FLHealthSTAT: AHCA ESS system has been released. We are negotiating with AHCA for access for CHDs and HCCs. We do not know the capabilities of the system (and whether we can drill facilities) yet. Once we know more, we will share that information.

Valerie Beynon

- Valerie posted resources on Sharepoint on supply chain integrity. Guidance is being developed on this topic.
- IRMS and MRP information will be released by Labor Day related to your tasks in the contract.

John Wilgis

- John discussed the roll out of ESS with Laura McLafferty from AHCA. CEOs receiving the ESS information must initiate the invitation process and cannot push it to other staff. AHCA will send a clarification on this process.

## **Contracts**

Joanna Colburn/Dawn Webb

- Thanks to the HCCs for submitting information to Joe and Cassie.

## **Old Business**

### **HCCTF Guiding Principles**

- John reported we are doing things differently. We are bringing power back to the HCCs, identifying the founding members and proxies for this meeting, and going back to the voting process. We are not accepting the Guiding Principles as a final document today but, we are asking for language, markups, comments, and alignment with contracts. This document will be addressed at the October meeting with a workgroup or subcommittee tasked to work on this. A list of members and proxy form and travel will be forwarded prior to October. Jessie had a question about their region covering two RDSTFs. Two action items to be completed is 1) to provide the document in a format to review and 2) develop a workgroup with a goal to complete the final product by the October meeting. Lynne Drawdy, Jessie Shuler, and Ann Hill volunteered for the workgroup.

## **New Business**

### **HPP BP1 Carryover Spending**

- Speaking on Aaron's behalf, Dayle reported we received notice of award and we have been approved to use carryover. A call for special projects will be sent out today. We cannot add to an existing contract per law so, entities must have a collaborative agreement. We want to include HCCs. Reaching out to your local EM is a good idea. The deadline to spend project money is 6/30/19.

## **Comments, Announcements, and Other Business**

- Tom Knox commented that in supporting SpNS shelters, he is waiting on the Governor's Office for an executive order to waive liability so people can help out.
- Dayle will put out minutes and request for agenda items.
- Next Teleconference date is September 27, 2018

Meeting adjourned at 3:00 p.m. Motion by Ann Hill, second by Catelyn Eck.