



Health Care Coalition Task Force Conference call

MINUTES

MARCH 23, 2017

2:00 – 3:00 PM

MEETING CALLED BY	Florida Department of Health
TYPE OF MEETING	Health Care Coalition Task Force (HCCTF) Conference call
FACILITATOR	Lela Shepard
NOTE TAKER	Lela Shepard
TIMEKEEPER	Lela Shepard
ATTENDEES	John Wilgis, Lela Shepard, Jeanine Posey, Tracy Vause, Ann Hill, Holly Kirsch, Ray Runo, Harold Theus, Donald Grist (and Chris), Leigh Wilsey, Beth Payne, Mike Alsup, Dan Simpson, Lynn Drawdy, Bob Kosiba, Linda Landry, Connie Bowles, Kathleen Marr, John James, Marilia Van Keeken, Natasha Strokin, Cyna Wright, Bruce Gottschalk, Terry Schenk, Kendra Siler-Marsiglio, Eve Rainey, April Hinkle, and Dr. Mike Haney.

AGENDA TOPICS

SUMMARY

LELA SHEPARD

DISCUSSION	Welcome and HCCTF member roll call.
	<p>Important Dates and Meetings: Lela mentioned Florida Week at the Center for Domestic Preparedness (CDP) in Anniston, Alabama March 26 - April 1. Many health and medical folks from around Florida are attending the Florida week, which the Bureau's training and exercise unit put together with CDP. Hopefully, folks will come back with some important lessons learned to share with HCCTF members. Contact is Mary Register in Tallahassee if you have questions. She also mentioned the Special Needs Shelter (SpNS) Symposium scheduled for April 5 and 6 in Orlando. This symposium is for state and local health department folks and some emergency management professionals. This is to prepare for hurricane season and share lessons learned from the two major storms we had last year. The discussions will be shared with our partners over the next few months as we get closer to hurricane season. Contact here in Tallahassee is Courtney Williams. Lela also mentioned the Emergency Management Association of Georgia conference scheduled for April 19-21 in Savannah, Georgia. There will be a panel discussion about Florida's Health Care Coalition discussing what's worked, not worked and recent responses in Florida (e.g., Pulse, Matthew, and Hermine). Lela will be drafting the PowerPoint and send other panelists soon. Lela also mentioned the dates again for the next and last face-to-face meeting (of the grant year) scheduled for May 31 – June 1 in Viera, Florida. Hotel information is forth coming. Topics at the meeting are the Coalition Medical Surge Tool, best practices from the Big Bend Health Care Coalition (including their use of Inventory Resource Management System or IRMS).</p> <p>2016-17 Contract Deliverables Update: Lela thanked those HCCTF members who already submitted their 3rd quarter deliverables as a complete packet. She also mentioned that several coalitions have yet to spend large portions of their budgets. Lela recommend that the coalitions pend those funds by the end of the grant year. Lynn Drawdy clarified asking whether the coalitions are required to spend their fund by that time. Lela said it is not required but it is recommended. Lela also said there was some confusion over what type of "summary" to submit under Task 3 of the contract. She explained that the summaries should be their individual notes from a HCCTF call or face-to-face meeting. The summaries are not notes from their individual HCC meetings, or summaries they submit to us after each call (which is more of a monthly update of their activities). Lela said she would send the group an example of a summary that is acceptable for the Task 3 deliverable under the contract. She also reminded the group to submit any subcontracts to their contract manager, and if they know of upcoming subcontracts to please reach out to their contract manger. Lela reminded the HCCTF members that they are required under the contract to provide us with a certificate of liability insurance. If a change is made to their liability insurance or when it is renewed, we also need a copy. It should be sent to your contract manager. Lela also mentioned that those HCCTF members who may</p>



have missed a call or meeting during the grant year should check to make sure they can meet the requirement of participating in 7 conference calls and 2 face-to-face meetings during the grant year. Again, she recommended reaching out to their contract manager.

Coalition Medical Surge Tool: Debbie Kelly was to be on the call to discuss current activities the training and exercise unit is involved in to help the health care coalitions with this expectation and tool. Unfortunately, she had technical difficulties. Lela told the HCCTF members to be on the look-out for separate calls relating to the Coalition Medical Surge Tool and Center for Medicare and Medicaid Services (CMS) Emergency Preparedness (EP) Rule. Those topics will also be discussed at the May 31-June 1 face-to-face meeting in Viera, Florida.

HCC Updates: Ann Hill of the Emerald Coast Coalition talked about working with April Henkel's group and reaching out to local nursing homes that might be interested in joining the health care coalition. The outreach effort has been well received. They received good participation during their exercise. North Central Health Care Coalition has a new website. Northeast Florida Health Care Coalition has a symposium coming up in Jacksonville with law enforcement. North Central Health Care Coalition has a new website. Coalition for Health and Medical Preparedness mentioned their full-scale exercise which involved an active shooter scenario. Tampa Bay Health and Medical Preparedness Coalition is involved with planning a mass casualty exercise in Hillsborough county and helping to coordinate a health care coalition leadership conference scheduled in May. Central Florida Disaster Medical Coalition discussed upcoming exercise involving over 1,000 victims, 40 hospitals. They also mentioned planning a large CPR training in October in which they hope to break the Guinness Book of World Records. They are also having a workshop on the CMS EP rule that targets long-term care organizations. Lee County Health Care Coalition mentioned they have several folks going to CDP's Florida week and they are putting on an active shooter training. Collier Health Care Emergency Preparedness Coalition is preparing for a full-scale exercise. The Keys Health Ready Coalition just had a mass casualty airport exercise.

Meeting adjourned at 3:00 pm		
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