

**BROWARD COUNTY HEALTHCARE COALITION (BCHC)**  
**August 24, 2016 ♦ 9:30 AM-11:00 AM**  
**Broward County EOC**

TOPIC	ISSUE/CONCLUSION	ACTION PLAN	RESOLUTION
<ul style="list-style-type: none"> <li>• <b>Welcome and Call to Order</b></li>   <li>• <b>Roll Call of General Members Present:</b></li>   <li>• <b>Approval meeting minutes</b></li> </ul>	<ul style="list-style-type: none"> <li>• 9:42 a.m. Jaime Caldwell (JC) called the meeting to order.</li>   <li>• BHCS, BHIP, BHN, BHMC, MHS-Pembroke, MHS- South, MHS-Joe DiMaggio, MHS- Corporate, MHS- Regional, MHS-Miramar, SFHHA, AMR/ Medic, Hollywood FR, Florida DOH, Town of Davie FR, Palm Beach Medical Society, Northwest, Plantation Hospital, Vitas, Pembroke Pines FR, Miramar FR, Westside Regional, Pompano Beach FR, Davita Pembroke Pines, Florida Medical Center</li>   <li>• July Meeting minutes could not be approved, no quorum.</li> </ul>	<p>Informational</p> <p>Informational</p> <p>Not Approved</p>	<p>None Required</p> <p>None Required</p> <p>F/U Next Meeting</p>
<ul style="list-style-type: none"> <li>• <b>Presentation:</b> <ul style="list-style-type: none"> <li>a. <b>Contract Inventory Overview</b></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Kelly Keys-Torres (KKT) reported out: as part of our BCHC contract for this funding cycle we need a list of supplies and equipment to be able to be used for medical surge or MCI. It's something the state wants to keep moving along. Chief. Downey let us know about the MCI Trailers etc. for fire. We need to get everyone's inventories in ASAP, due date is Sept 15.</li> <li>• Steve Lamson (SL): Expired supplies; does the state want that included?</li> <li>• KKT: Yes it is part of the template; we should be looking at expired equipment and supplies and sending that to the state.</li> <li>• JC: So how do our non hospital partners participate in the inventory</li> <li>• KKT: They actually put on the list whatever they have in the event of MCI or medical surge. They may not have an MCI plan, but if they do and have equipment and supplies they can use, we need that included. IF they have nothing, they need to say they have nothing.</li> <li>• David Dungan (DD): Is there going to e an MOU created, I assume this is going to be something that we can all use these</li> </ul>	<p>MF Create MOU Work Group. Let Jackie D know if interested in this group</p> <p>Send inventory lists to Jackie D ASAP, due Sept 9</p>	<p>MF F/U</p> <p>Members send info to Jackie D</p>

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<ul style="list-style-type: none"> <li><b>Old Business:</b> <ul style="list-style-type: none"> <li><b>a. Collabria/ReadyOp Discussion/ Vote</b></li> </ul> </li> </ul>	<p>resources.</p> <ul style="list-style-type: none"> <li>• KKT: We've talked about it before for an MOU, but we never did. It's up to this body if you guys want to move forward with that and come up with terms. Focusing on what can your coalition do for you?</li> <li>• JC: David we will move forward with the MOU</li> <li>• SL: The issue is we don't have guidelines from the state because there's no contract saying it will be reimbursed. Same issue with Ebola, hospitals don't have Ebola resources, it's from the state. I'm very confused as to what the state is wanting to be used</li> <li>• DD: Inventory is useless, if we all can't access those resources.</li> <li>• KKT: I hear what your saying, but I don't agree. If you see what I have you can call me and I am happy to help you. It may not be what we're supposed to do, but it can help.</li> <li>• DD: I think we at least need a procedural element, that has a workflow to it if there's no MOU so I know how and who to contact. Right now it's just a gentleman's agreement.</li> <li>• Steve Thornton (ST): I have one already written up. We can move forward with this.</li> <li>• JC: I'm going to ask Mark Finocchio to chair this work group. Let Jackie D. know if you're interested in being in this work group. WE can also have this inventory on our website so members can log in and have access to this.</li> </ul> <ul style="list-style-type: none"> <li>• KKT reported out: Questions were brought up as to why we need this and what it does. Collabria is HIPPA compliant, secure, and has a HICS Component. It allows you to do mass communicating, email, text, voice message and video conferencing which I haven't heard others having. You have an electronic dashboard you can drag and drop have conference</li> </ul>	<p>Darren to head communications committee in presenting a matrix of the different communication</p>	<p>Darren F/U</p>

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	<p>call immediately</p> <ul style="list-style-type: none"> <li>• ST: You can drag people on and off to talk or not talk. All forms are linked into the system. Linked up to a radar system that covers our area, news sites, etc.</li> <li>• DD: that doesn't matter in this discussion because those features wont be available with our current proposed contract of \$16000 for 3 years</li> <li>• KKT: The question came up if the system can have multiple licenses. Yes they can. I don't know that cost number. Right now Palm Beach is looking at \$3000 per facility. Around \$136000. Maybe palm beach and Miami Dade can come together to get a better deal</li> <li>• DD: There's a trend in Florida to use everbridge. DOH is going to use it to replace EM Resource and EM Track. The county already uses it on pilot bases. Some hospitals already have a strong infrastructure and have invested in this already. If it's the coalition that needs a communication resource, which we have by piggy backing on others, I don't see why we would need this. Right now we get it through email and that seems to be fine. This is a good chunk of change. I would rather utilize it on purchasing stop the bleed or something like this.</li> <li>• KKT: Part of our contract is to be able to communicate with our members for an MCI etc. we need a functionality communication system. Currently were meeting this by using Broward health system. The state is using everbridge, but it doesn't have those extra pieces we talked about. So it's up to this body to decide which one. The state and federal level is beginning to look at the coalition to be an EM resource as we are partnering with the ESF8 partners. Were going to become part of the response for the county.</li> <li>• DD: If we ever become a response, we need to have a coalition representative at the table, we are still reporting ESF8.</li> </ul>	<p>options  Let Jackie D. know if you want to be on this committee</p>	

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	<p>Communications come through ESF8. I see where we plug in as a response as we become part of ESF8, for health and medical. For the communication piece that's managed under ESF8 and EOC. Before we spend money, we need to see an analysis with at least 2 other vendors so we see a crosswalk between them.</p> <ul style="list-style-type: none"> <li>• ST: I can put a matrix together for you with the other options and see benefits/ cost.</li> <li>• JC: Darren is head of communications committee. He will head this project with David Dungan as a member of the committee.</li> </ul>		
<ul style="list-style-type: none"> <li>• <b>Reports of Steering Committees and Workgroups:</b> <ul style="list-style-type: none"> <li>a. <b>Steering Committee</b></li> <li>b. <b>Region VII/RDSTF</b></li> <li>c. <b>Department of Health BC-ESF8</b></li> <li>d. <b>Training and Exercise</b></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• JC reported: Does the time and day we meet now. There's a space that opened. Is this time and date good? So we integrated ESF8 into the organization. We have this room from 9-12. So plan accordingly to take up all of this time in the next meetings.</li> <li>• I'm having an issue with the presentations and length of them. Can we do presentations at the end of the meeting? The date and time is good, it's been this way for years. Lets keep it</li> <li>• JC reported out: there is a HCCTF Face to Face next month</li> <li>• JC reported: Mark Finocchio talked about the county gearing up for what is happening in the Caribbean with the storm that's coming up.</li> <li>• KKT reported: I sent out the ESF8 training calendar for all 4 counties. Please note that we do have CERT Track for everyone to go on and see what's available for the state <ul style="list-style-type: none"> <li>• In addition there's CDP in Alabama that are hosting classes</li> </ul> </li> </ul>	<p>Informational</p> <p>Informational</p> <p>Informational</p> <p>KKT send out Managing the Chaos information</p>	<p>Plan on meeting from 9-12 from now on</p> <p>None Required</p> <p>None Required</p> <p>KKT F/U</p>

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<p>e. <b>Communications Committee</b></p> <p>f. <b>EMS Committee</b></p>	<p>specific to region 7, march 29 to April 1st. classes range from leadership to MCI to HERT and fire rescue. There are certain seats. I'll send that out again. If you're interested in traveling go now. Everything is paid for.</p> <ul style="list-style-type: none"> <li>• Active shooter coming up August 25 and September 15. There is a full waiting list. We have 2 additional classes coming. Getting dates toward end of September beginning October</li> <li>• October 10- managing chaos 5 day training handling incident command for managing the chaos. If you have a location that you would like to host for 50 people, let me know. I'm looking for a location. I'm going to get that out this week.</li> <li>• Were looking at participating in an exercise. We were slated for November FAA drill. They're looking at more of a TTX function for September. And now Feb 2017 for full scale. Everyone's welcome to participate.</li> <li>• We need more discussion on the class that was done at first there first care. It is the medical component to hazmat train the trainer. If you have thoughts send them to me. We have funds from the APIO course that we can use for this.</li> <li>• DD: I think you should move forward to this. Can we get an executive summary for this course and what's available and cost for what we need to vote and proposals and etc. for any kind of thing we need to.</li> </ul> <ul style="list-style-type: none"> <li>• No Report Out</li> <li>• No Report Out</li> <li>• Jacqueline Ordaz (JO) reported: See Attached Report</li> </ul>	<p>Informational</p> <p>Informational</p> <p>Informational</p>	<p>None Required</p> <p>None Required</p> <p>None Required</p>

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<p><b>g. Treasure Report</b></p>             <p><b>h. Contracts</b></p>	<ul style="list-style-type: none"> <li>• DD: what were the credit card purchases for? And what were the checks for</li> <li>• JO: I have no idea on credit card. Mostly for Navin. These are checks that cleared so numbers on them may not be in order.</li> <li>• JC: We'll have to bring up to vote when we have quorum.</li>   <li>• KKT Reported: We're going to be looking for projects. September/ October were going to hopefully come up with guidelines for this. Stop the bleed kits.               <ul style="list-style-type: none"> <li>○ DD: Does steering come up with this. Do we utilize our gap analysis?</li> <li>○ KKT Were following template from UASI. We use our gap analysis and HVA</li> <li>○ JC: do we need to review the gap analysis to refresh our memories.</li> <li>○ Steve Lamson: There were great suggestions and things identified to check off ahead of time and look at again. Send it out and everyone will read it. And send our post hurricane one.</li> <li>○ DD: What would be better is one person look at gap analysis come up with executive summary and then membership vote on it.</li> <li>○ JC: This will become a responsibility of the steering committee for the time being.</li> </ul> </li> </ul>	<p>Need to Vote on Treasurers report next month</p>      <p>Informational</p>      <p>Steering to send our gap analysis and post hurricane analysis for everyone to review</p>	<p>F/U Next Month</p>      <p>None Required</p>      <p>Steering committee F/U</p>
<ul style="list-style-type: none"> <li>• <b>New Business</b></li> <li>• <b>a. Website Update</b></li> </ul>	<ul style="list-style-type: none"> <li>• DD: will there be a training and exercise tab on calendar website?               <ul style="list-style-type: none"> <li>○ KKT: yes. I've been working with Adam. He was supposed to get me something last week. Part of</li> </ul> </li> </ul>	<p>Informational</p>	<p>None Required</p>

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<p><b>b. Nominating Ad Hoc Committee – September</b></p>	<p>member log in has the calendar to link to surge track and all of that.</p> <ul style="list-style-type: none"> <li>Jackie Douek (JaD) reported: we are moving forward with elections. If anyone wants to be on the nominating committee please let me know. We are also working on updating the bylaws. If you want to be a part of this, let me know too</li> </ul>	<p>Let Jackie D. know if you want to be on nomination committee or bylaws committee</p>	<p>F/U if interested</p>
<ul style="list-style-type: none"> <li><b>Next Meeting Date</b></li> </ul>	<ul style="list-style-type: none"> <li>Wednesday, September 28, 2016</li> </ul>	<p>Informational</p>	<p>None Required</p>
<ul style="list-style-type: none"> <li><b>Adjournment</b></li> </ul>	<ul style="list-style-type: none"> <li>10:52am</li> </ul>	<p>Informational</p>	<p>None Required</p>