



Executive Council Meeting Minutes

January 4th, 2024

Meeting was held via Zoom

1	Peggy Brown	Health Planning Council
2	Brian Massey	SWFL Healthcare Coalition
3	Valerie Teachout	SWFL Healthcare Coalition
4	Olga Fernandez	Health Planning Council
5	Adam DuBois	Florida Department of Health Region 6
6	Alena Scandura	Plymouth Harbor on Sarasota Bay
7	Angela Canfield	Desoto Memorial Hospital
8	Barbara Bacigalupo	Avow Hospice
9	Bob Sheehan	Hope Hospice Healthcare
10	Brenda Barnes	Florida Department of Health Hendry & Glades County
11	Caitie Eck	Catholic Charities Diocese of Venice, Inc
12	Dan Summer	Collier County Emergency Management
13	Jennifer Iavarone	Solaris Healthcare North Naples
14	Jennifer Smith	NCH
15	Jeremy Hoglo	Raulerson Hospital
16	Kevin Gingras	Lee County Emergency Management
17	*Melissa Ehrhardt	American Red Cross
18	Robert Woods	Florida Department of Health Region 6

**Proxy*

I. Welcome & Introductions

The meeting was brought to order at 3:01pm by Peggy Brown and Brian Massey.

II. Attendance

The Executive Council attendance and participation was shared with everyone. Alena Scandura resigned from her Executive Council seat. Mark Ellis is no longer working for Highlands Emergency Management and all attempts to contact him have gone unanswered. It was decided not to fill their positions until the upcoming elections.

III. Elections

The list of members eligible for seats and voting in the upcoming elections were reviewed as well as the bylaws outlining voting and when elections will be conducted. It was reviewed that according to the bylaws the Chair and Vice-chair positions will be voted on after elections when seats are filled. Voting for the Executive Council seats will start following the February 7th member meeting. In March, both the current and the new Executive Council representatives will



be invited to the Executive Council meeting. As decided at an earlier Executive Council meeting to allow for staggered elections in the future, returning representatives will serve a 2-year term and new representatives will be elected for a 3-year term.

IV. Review and Approve:

- a. **Hazards and Vulnerability Assessment** (HVA): The HVA was presented to the group. It was decided that the priorities section would be more useful by grouping similar focuses together. The HVA approval was later voted on via survey monkey – Pass
- b. **Pediatric Surge Annex**: There have been several additions and edits made to the Pediatric Surge Annex. Suggestion made to make a more effective plan will be added and voting will be tabled for a later date. Additionally, Adam Dubois requested having a pediatric specialist present the plan for clarity. The plan will also be sent to all hospitals in the region for a chance for input and review.
- c. **Plan for Remaining Funds**: A review of the current budget was shared. The currently unallocated funds totaled \$21,058. There was a discussion of how to use the unallocated funds. The member requests from the last cycle that were not funded were reviewed and the Executive Council representatives were given an opportunity to champion any of the unfunded requests.

- i. Angela Canfield – Nominated the Radio Amplifier.
- ii. Caitie Eck - Champions the Emergency Crisis Training for Emergency Managers and have the request be reworded to serve the whole region and be coordinated through the Coalition. Motion – Pass

The **Miami Symposium** which is expanding to serve all Florida Coalitions is recommended as a possibility for the funds.

- iii. Brenda Barnes and Caitie Eck suggested limiting the Governor’s Hurricane Conference and adding the Miami Symposium
- iv. Jennifer Smith asked that members who attend conferences discuss what they learned and penalize those who do not by not allowing them to participate the following year.

- v. Brenda Barnes – Motioned to have both Miami and GHC for this first year – Pass

The **Pediatric Exercise Kits** by PediED was also brought forward for consideration These would help with full scale pediatric trainings. They would be housed with the Coalition and available for use throughout the region. After discussion it was voted that the medium \$5,900 would be purchased for the region. – Pass

V. **Member Participation & Outreach Plans :**

Valerie Teachout presented the participation of each agency type and recent increases in contact and member engagement. She reviewed her process in acquiring contacts. For details, please see her presentation. If you have any suggested contacts, please feel free to email her at ValerieTeachout@hpcswf.com

Plans and Priorities for the rest of the year: As requested by Executive Council members a page on our website has been dedicated to the Coalition achievements, planning cycle, initiatives and



gaps filled (LINK) If you are aware of any trainings that would benefit the region or any speakers that might be interesting, please let us know Coalition@hpcswf.com

*All notes to this presentation can be found within the presentation. *

VI. Open Forum

No further comments.

VII. Adjournment

The meeting adjourned at. 5:00 PM

Thank you for joining us!

The next meeting will be in person at the Collaboratory - March 14th at 1:30pm-4pm