

FLORIDA KIDNEY DISASTER COALITION  
Meeting Minutes 3-23-06

**Partners present:**

Debbie Afasano	Joan Dye	Suzette Marseille	Laurie Shore
Tom Bradsell	Stephanie Hull	Susan McDevitt	Brenda Tilley
Carl Brueggemeyer	Michael Jacobs	Barb Powers	Lora Stokes
Linda Carroll	Sheri Kennedy	Sue Rottura	Cindy Woodward
Diana Narcisi	Susan Kreuter	Kim Schroeder	

**Partners absent:**

Rolando Aspuru	Frank Day	Gayle Harrell	Kelly Mayo
Lisa Bacot	Lisa Drossos	Erica Hollins	Jackie Murdock
Anne-Carol Castillo	Marcia Fennen	Liz Howard	Laura Morciano
Michael Christensen	Chris Floyd	Marsha Lisk	Bonna Moyer
Peter Dabrowski	Norma Gomez	Bob Loeper	Hanna Osman
Mary Pinto	Alex Sera	Liz Stutts	Cindy Voight
Wendy Sampson	Kimberly Smith	Cindy Toombs	Bob Westbrook
Beverly Schleicher	Karen Somerset	Maria Torres	

Stephanie Hull and Kim Schroeder facilitated the meeting. The agenda was reviewed and no corrections or additions were requested for the 1/31/06 minutes. Workgroup reports:

**EOC involvement:**

A state map was distributed indicating that the dialysis providers had contacted 17 out of the 67 counties' EOCs. Discussion around what else can be done to assist providers/ "get the word" out. Next steps for coalition might include a process to "buddy" well prepared providers with providers that need assistance. Facility demographic patient and technical information sheets were distributed. The original dialysis facility information sheet (Word document) can be used as an internal education tool, while the multiple & individual facility sheets (in Excel format) have information to share with utilities and EOCs.

**Communications:**

Reviewed Minutes of last meeting and provided follow-up on Old Business. Coalition committees were asked to provide feedback on the Draft template for disaster communication tool; no comments and/or objections were received by other coalition members. Sue discussed the meeting she and Mike attended, along with other dialysis providers in Palm Beach County, with the Palm Beach County Emergency Operations.

The P.B. County Emergency Operations Service stressed that they want dialysis providers to prepare for all types of disasters, not concentrate solely on hurricanes. As such, changes to the template tool were made to generalize it for all types of disasters

(events) and Sue distributed the revised tool to the Communications Committee members for review. Once approved by the committee, the template will be disseminated to the coalition for distribution to the dialysis clinics. The template will be reviewed and approved by the Communication Committee by March 31, 2006.

(Submitted by S. Rottura)

**Coordination:**

Copies of the Special Bulletin addressed to nephrologists and drafted and distributed by the Florida Society of Nephrology were made available to the group.

**Education:**

Pending

**Development of Leadership Committee:**

The following areas of administration were available for volunteers and have been filled.

1. Logistics/location: securing a meeting space, preparing meeting materials, distributing directions, handling RSVPs, updating member contact list, coordinating teleconference if meeting is not face to face, coordinating meal with meal planner (Network 7)
2. Meal coordinator: securing a partner for food and beverages, coordinating delivery & set-up. (Laurie Shore)
3. Minutes coordinator: collating minutes for each workgroup & forwarding to Network for distribution (Joan Dye; [Jdye@renalcaregroup.com](mailto:Jdye@renalcaregroup.com))
4. Agenda development: (Sue Rottura)
5. Facilitator: will partner will Network to achieve completion of agenda items (Linda Carroll)
6. Plan document draft writers: Kelly Mayo, Kim Schroeder, Sue Kreuter, Sue Rottura, Brenda Tilley, Laurie Shore
7. Editing Committee: Sheri Kennedy, Stephanie Hull, Debbie Afasano, Diana Narcisi

**Please note that workgroups need to send minutes to Joan Dye after each meeting to be included in the overall coalition minutes.**

**Plan Document:**

Members decided that the plan document would consist of a cover letter and supported by documents from the education committee and the CMS booklets for providers and patients. Dissemination to the dialysis providers will be handled through the Network office. Other key stakeholders will receive the information via coalition members.

Next meeting date is Tuesday April 25. Place and time to be determined.

An optional TECO tour followed the meeting

Submitted by K. Schroeder