

**2022 First There First Care Gathering of Eagles
Committee Meeting
April 20, 2022 @ 1100
Minutes**

Randi Alfonzo, Bruce Caruso, Tony Chin, Vince Cinque, Theresa Curbelo, Julie Downey, Todd Draizin, Scott Gilmore, Joel Gordon, Paula Goyeneche, Marc Hubschman, Lori Justynski, Kelly Keys, Jeff Levy, Bill McGrath, Colleen McMahon, Jeff McMahon, Wayland Morrison, Daniel Moran, Ngoc, Tammy Nugent, Sergio Pellecer, Paul Pepe, Candace Pineda, Kristin Schmalz, Steven Shaw, Rachele Solomon, Rodney Turpel, Marc Vermont, Charles Wohlitka, Alison Zerbe

I. CALL TO ORDER

Approval of Minutes from 3-9-2022 E Board Meeting and
Minutes from 3-16-2022 Committee Meeting

MOTION: Kelly Keys

Second by Chief Draizin

MOTION passed unanimously

II. OLD BUSINESS

- Chair's Report – Chief Caruso
 - FCABC Eagles MOU – Eagles were finishing reviewing; Dr. Antevy had MOU. Need to get MOU to Chief Downey.
 - Commemorative Pin – Spoke to pin company yesterday. Factory is closed. Pin mold has been completed but cannot put the laser printing on sample proof due to Shanghai closure. Jerica from pin company is confident they will get pins done. She conveyed this is best factory to utilize especially because mold is completed. Company doesn't have backup plan but if not completed could get deposit returned.
 - Prodigy Non-Renewal – Will not be renewing and Chief Caruso will get with Chief Downey to send a letter to Prodigy.
 - EMS World – Presently, FTFC has an agreement with EMS World. EMS World asked to for two additional attendees to the conference for Eagles. The E-board agreed, and we will give two complimentary registrations to EMS World and EMS World will give us two complimentary tickets to their full conference.
 - Online Training for Eagles – Thursday and Friday. Will have EMS World handle this and they will pay the Fire Chief's Association the agreed upon amount. Chief Caruso will copy Chief Levy and Johana on the response.
 - 2023 Conference – Chief Turpel brought up next year's conference date; tentatively set for week of June 12, 2023.
- Vice Chair's Report – Chief Draizin
 - Website Update – Updated the link for the Nurse's Competition and sponsor levels and logos will be updated today. Chief Draizin will work with Candace Pineda.
 - 2022 Logos – few logos sent to Ready Op that were .eps format but need to be changed to .jpeg or .gif. Ngoc will change the .eps to .jpeg.

- Finance/Budget Report – Chief Cinque
 - Event Budget Sheets - Ahead of last year, at this time, with sponsors and exhibits. Behind in registration. Financially better than last year.
 - They need to forecast for the food and beverage based on attendance. Food and beverage is biggest expense.
 - He is going to pick up some checks from the Broward Healthcare Coalition and will get them to Chief Turpel tomorrow.
 - Chief Caruso asked if they had an updated amount for exhibitors and sponsorship money. Deferred to Chief Levy.
 - Chief Turpel said that as of last week they had over \$200,000 in the bank. Money is coming in daily. They have \$37,000 seed money from last year and \$37,500 from the EMS Grant.
 - Chief Cinque said that from the sponsors they have well over \$200,000 in commitments.
- Health and Safety Report – Captain McMahon
 - Watching what's happening with the variant. Dr. Pepe the have to wait and see. Hospitalizations are down. Positivity rate in Broward is 5.6 per Kelly Keys. FTFC will continue with the Zoom meetings but will have two in person meeting – one in May and one in June at the Hard Rock.
- Event Coordinator Report – Lieutenant Johana Cinque not present
 - Conference Update – no report at this time.
- Registration Report – Chief Levy
 - Registration Update – Ngoc is working on the report.
 - Broward Discount Codes – Discount codes went out to all the Fire Rescue last week regarding the grant-funded seats. Registrations are coming through.
 - Ngoc is instrumental in working through the credit card fees vs. agencies who want to pay invoices, not part of the grant, outside the Broward area.
 - He sent Coalition the hospital and Alison Zerbe the ambulance discount codes. Kelly Keys and Reshena will be getting those to the hospitals.
 - 92 Full registrations
 - 94 Gathering of Eagles only
 - 27 First There First Care only
 - 12 registered sponsors
 - 40 register exhibits
 - Total Gross: \$438,170.74
 - Credit Card Fees: \$7,928.74
 - Net: \$430,192.00
 - Paid: \$203,980.40
 - Outstanding: \$234,198.34
 - Chief Levy and Ngoc are working on the “week of” registration equipment for the iPads: technology involved in check in, the registration ID cards, and software licensure fees. Looks like they will be splitting the licensure fees with the FFCA (50/50).
 - Costs incurred for registration equipment; he should have the total for Chief Caruso, Chief Draizin, and Chief Cinque later today.

- Kelly Keys said the number of seats has decreased from five last year to two this year for the hospitals. Could she get something official from FTFC or Fire Chiefs Association to distribute to the hospital partners to let them know how many seats? Hospitals still think they are getting five. Chief Levy can send the email he drafted to the Fire Chiefs when they requested the discount codes. In it he talks about the reduction in seats. Kelly Keys approved. Chief Caruso approved because reduction in seats is directly affected by the reduction of the grant.
- Chief Caruso said that hospital sponsors have seats available as part of their sponsorship package.
- Kelly Keys mentioned the Broward Healthcare Coalition board of directors think they should have seats based on the amount of sponsorship money given to the nursing symposium, AV equipment, CEN and ABLIS. There are eight board of directors. It was agreed upon. Chief Cinque and Kelly will work out the details.
- Possibly Chief Shaw could help him to remind the Fire Department and EMS Agencies to make their reservations along with making award nominations.
- Chief Levy is emailing Ngoc's report to Chief Cinque and Chief Caruso.
- Need to push registration for FTFC and Gathering of Eagles.
- Speakers Report – Chief Shaw
 - Speakers Update – Chief Shaw has been the liaison for the instructors. He sent the Quad County meeting invitation out and he's getting responses.
 - Chief Gordon has asked multiple times to get the bios and the listing for all speakers FTFC has secured. Chief Shaw has been getting some bios. To-date Chief Gordon has gotten one. Ngoc said that she could put the bios on registration. Chief Caruso asked Chief Shaw to get with Chief Carter to send speaker information to Ngoc and Chief Gordon.
 - Training Classes Update – not discussed.
- PIO Report – Chief Gordon
 - Advertising Update – A pre-conference article appeared the other day in EMS World. Chief Gordon sent the link out.
 - Chief Gordon needs the Speaker's bios and a list of high-level sponsors. He asked Candace to get the sponsors list to him as soon as possible.
 - If anyone has broad-based message send it to him and he will push it.
 - Rick Sluman and Chief Gordon are trying to work with Sharbel at SMP for AV. Sharbel sent over a quote for State meetings. They are trying to get a quote for the rest of the conference so the committee can look at costs. Costs have increased.
 - Rick has been in touch with Le Meridien to put a package together.
 - Chief Gordon is in touch with Jason who will do anything SMP is not doing.
 - Chief Gordon has been in touch with EMS World for their post-conference needs. Going to have a conference call in the next few weeks with the IT people.

- Let Johana know about the SMP issues; she's meeting with Hard Rock this week.
- Video/Photographer Contract – Recommends Jason be videographer again this year and he will get Jason's costs. Currently, no still photographer. Kelly Keys getting still photographer contact to Chief Gordon.
- Vendor/Sponsorship Report – Candace Pineda
 - Vendor/Sponsorship Update – Vendors and sponsorships almost sold out; only a few small commitments remaining. Two or three majors sponsorship to be sold. Waiting on Ngoc to send report. They have a waiting list for this year and last year and he is working with Johana and Chief Cinque.
 - Candace will put the bios in the Ready Op for Chief Gordon. More paying registrants with Gathering of Eagles
- Eagles Update – Dr. Pepe
 - Le Meridien Room Block Update – Sent list of Le Meridien blocks to Dr. Pepe showing who didn't sign up. Follow up – we have deadline of May 1. Dr. Pepe is sending another email from their list.
- ALS/Nursing Competition Report – Chief McGrath/Kelly Keys
 - Chief Cinque: Team met and discussed couple things with Pipe and Drape, working on food for Sunday since they are offsite, and may have one big purchase for Finals to finalize. Going through Chief Cinque and Lieutenant Cinque.
 - They have 12 or 13 teams registered. It should get filled.
 - Contact Chief Hubschman and notify him of logistics. They are making a logistics list. Outstanding is portable air conditioners for outside in Coral Springs. Mannikins needed and Zoll for monitors.
 - Kelly Keys had discussion with Stryker regarding their requirements for medical equipment. She will let Chief Caruso and Chief Cinque know if she has an issue securing equipment.
 - She is now getting notifications if a team registers; have officially three teams for nursing competition. Anticipating a total of five. There is interest from Gainesville, Shands, and Orlando.
 - Moving forward on judges and volunteers. Currently do not have list of volunteers and speakers but almost have scenarios completed.
 - There is an interest from Broward Healthcare Coalition to support the nursing competition. The information is needed for the Coalition to put in for it.
 - Johana taking care of AV needs the same as last year. Nursing does not anticipate having finals. Currently, they will only be on Monday, June 13.
 - Kelly and Kristin will host a Q and A meeting Friday with hospitals, to drum up business
 - Chief Turpel is looking for a food vendor like Firehouse Subs or Mission Barbeque for Sunday finals instead of Hard Rock. Any suggestions contact Chief McGrath.

- EMS Awards Report – Chief Turpel
 - Ralph A. Marrinson EMS Lifetime Achievement Nominees – one award
 - Fire Chief Donald DiPetrillo Paramedic Lifetime Achievement Nominees – up to five awards; can be someone retired, also.
 - Chief Turpel only received one nomination for Ralph Marrinson and one nomination for the Paramedic Lifetime
 - Chief Shaw has a handful of nominations for awards and is doing more announcements. By this Friday, April 22, he will be getting nominations and give them to Chief Turpel by May 6.
 - Kelly Keys did another push for nursing but wanted to extend results by next Friday, because not many people received the information. She sent information to all the Healthcare Coalition and CNOs. They have a few nominations and will have it to Chief Turpel May 6.
 - Chief Shaw is pushing through EMS channels. Chief Gordon will push it through PIO channels and to the Chiefs. Get nominations to Chief Turpel, Chief Shaw, and Kelly Keys for nursing.
 - They need awards done by the next meeting and they will rush plaques and trophies. Vendor can get them ready in ten days.
 - Chief Turpel said they need an earlier meeting in May in addition to the other two meetings in May
- A/V Report – Chief Gordon for Rick Sluman
 - Any AV need to go through Chief Gordon or Rick Sluman
- 25th Anniversary EMS Gala
 - Theme – Chief Caruso asked if they needed to do a theme for the gala for the silver anniversary. They are trying to secure a sponsor for the gala by Monday but do not have the funds to go forward. Candace was trying to finalize Baptist for the sponsorship.
 - Smokin' Aces Band - Chief Cinque secured the local cover band: 40% more for live band vs. DJ. The quote negotiated for the band was \$5,500 which includes stage equipment.

MOTION to start an agreement with the Smokin' Aces Band for the amount of \$5,500.

MOTION made by Chief Wohlitka

SECOND by Theresa Curbelo

MOTION passed unanimously

- There is a non-refundable deposit for the band.
- The Gala will be two separate events: an hour for the awards and move right into the Gala. Chief Caruso said that with a band people will stay.
- Chief Caruso will contact James Cecil to see if there was a theme.
- Johana will manage the food and drinks.
- ALS Shirts – Chief Caruso
 - ALS Shirt Design – Chief Caruso had the colorized version of the shirt. He needs to approve this and send it out for print.
 - Committee Polo Shirts – Chief Cinque is expecting the proof in today or

Monday. There was an email from Ready Op asking for the sizes of polo and t-shirt. Please complete the questionnaire and if you didn't get one see Chief Levy.

- Give Aways – Theresa Curbelo
 - Portfolio – Theresa Curbelo and Chief Cinque are working on the give aways. They have a quote for portfolio (black and white with one-color logo and leather-like). Looking at another vendor for a possible lower price.
 - Chief Cinque and Theresa Curbelo will meet to discuss.

III. **NEW BUSINESS**

- Committee Hotel Nights – FTFC doesn't have funds for the entire committee to have one-night stay, but they will give one-night to E-board members who have been very involved and will work the entire conference. If you're planning to stay, information has been sent out through Ready Op how to make reservations as soon as possible for Hard Rock. Be prepared the committee will have an in person meeting at the Hard Rock in the beginning of June, prior to the conference.
- Sub-committee new discussions – Less than two month until the conference. The committee will be contacted to work at the conference.
- Push the registration and Eagles push the Le Meridien room block.

IV. **SUMMARY:** Schedule of deadlines, annual timeline

Next E-Board Meeting: TBD

Next Conference Meeting: Wednesday, May 11, 2022 at 10:00 – Zoom

Adjourned

MOTION made by Chief Wohlitka

SECONDED Chief Levy