

**2022 First There First Care Gathering of Eagles
Committee Meeting
June 6, 2022**

Meeting started at 09:00

Bruce Caruso, Johana Cinque, Rachel Solomon, Todd Draizin, Paola Goyeneche, Steven Carter, Marc Vermont, Alison Zerbe, Sergio Pellecer, Dr. Paul Pepe, Candace Pineda, Lori Justynski, Tony Gandia, Vanessa Quiles, Randi Alfonzo, Kristin Schmalz, Kelly Keys, Jeff Levy, Colleen McMahon, Jeff McMahon, Joel Gordon, Charlie Wohlitka, Marc Hubschman, Vince Cinque, Jorge Gonzalez, Wayland Morrison

E-Board Meeting Minutes from May 11, 2022
Committee Meeting Minutes from May 11, 2022
Table the Minutes from May 25, 2022

MOTION to Approve the Minutes
Motion made by Chief Draizin
Seconded by Kelly Keys
MOTION passed unanimously

I. CALL TO ORDER

II. OLD BUSINESS

- Chair Report – Chief Caruso
 - FCABC Eagles MOU – Has gone to the Fire Chiefs’ Association and taken care of
 - EMS World CAPCE Agreement – Group effort. That Agreement was signed. and FTFC will be sending a check for \$4000. What started out as a \$10,000 cost for CAPCE credits. FTFC got it down from \$4000. Not only from Florida through a CE Broker but also national certification will be eligible and will get those credits for all Presentations and Training.
 - Commemorative Pin – Received 1500 pins – Chief Caruso gave every committee member a pin for their attendance and participation. The week of conference wear them. They are selling pins for \$10; they want to recoup cost of the pins. Similar to what hard rock does.
 - Chief DiPetrillo has been gone since April 30, 2020. Chief Caruso gave out commemorative bands honoring Chief DiPetrillo to wear during the conference. Chief Caruso told the committee that the FTFC conference would not be here today if it wasn’t for Chief DiPetrillo’s work for years. This is his legacy to continue at the level it is today.
- Vice Chair Report – Chief Draizin
 - Website Update – everything is up to date and running smoothly.
- All Finance/ Budget Report – Chief Cinque
 - P & L Update – The expenses, what’s paid is \$465,000. It is broken down to percentages, then broken down in detail by event.

- Total income 516,000+ is forecasted income, ahead of schedule which is based on grant, vendors, sponsors, and some other reimbursement that they got from outside entities. Does not include paying customers. Will go over data with Chief Levy A/R for paying customer registrants.
- Chief Caruso said this is first year they have such detail with finances/budget. As this conference grows they need to keep track of all costs. If there is anything out there that they don't know about, talk to Chief Cinque.
- Grant 37,500 is seed money from last year.
- Health and Safety Report – Captain McMahon
 - Covid is still here and the flu that's going around typically April and May.
 - Positivity rate is Broward 23%, Dade is 21%, and Palm Beach is 20%
 - Hospitalization is down across the board and lower than in past. Continue to see that trend until Memorial Day.
 - They will not have testing this year. People are continuing to wear masks.
 - With this variant which is actually three different. Some may not test positive right away...four or five days or longer.
- Event Coordinator Update – Lieutenant Johana Cinque
 - Conference Update – Johana distributed agenda for each conference day.
 - After meeting they are having a walk through and can go over your specific conference events.
 - For nursing competition, they are in rooms 4, 5, and 6.
 - Le Meridien – everything completed at Le Meridien. Cadaver lab, food, AV, and space is completed.
 - Ample parking at Le Meridien located in Dania at Griffin and I95.
 - Looking at costs. When they talk to vendors costs are coming down.
 - Approved by Hard Rock to relocate the shuttle stop for daytime events to Hard Rock by the Trellis patio. Only a back-and-forth shuttle in morning and afternoon on Monday, Tuesday and Wednesday will have shuttle run all day, Thursday, and Friday a motor coach to transport all Eagles to Hard Rock in morning and back in the afternoon.
 - Check in is at Le Meridien for their events.
 - Monday they have three volunteers. Capped the amount of slots for Cadaver lab to 24. 23/24 at 8:00 a.m., 24/24 at 10:00 a.m., 15/24 at 1:00 p.m., 8 in the afternoon.
 - Candace offered iPads.
- Volunteer Coordinator – Rachele Solomon
 - She sent an email to receive volunteer schedules and availabilities.
 - Johana and Rachele got their schedules a month ago and they went through the entire list and assigned people to positions. Had the entire breakdown list for the day
 - If they were available she had those as backups if needed.
 - Chief Caruso asked her to send the updated email list again
 - CERT members throughout Broward are going to be assisting. CERT members will be in uniform CERT green shirts.
 - If they haven't done so already get with Rachele once the list comes out.
 - If they have people they have to see Rachele and they have to assign

something to them because they feed them. They appreciate the help, but they are trying to be economical.

- If the volunteer is assigned to 7-9 a.m. be there at that time.
- Chief Caruso mentioned high schoolers and service hours. Van Schoen who is the chair of the CERT subcommittee and over the Cadets asked if he could have Cadets there and Chief Caruso said “No,” because being a casino and they would have to be dropped off. He coordinated with Chief McGrath for assistance at the Preliminary ALS Competition.
- If you have a daughter and a friend, it’s okay but you would be responsible for them. As far as other responsibilities and checking people in and out that’s for the committee members and CERT members.
- Registration Update – Chief Levy/Ngoc
 - Chief Levy will get Chief Cinque the lanyards. Brand new radios from Motorola. Working on what channel they will use.
 - Committee Member Registration – they should have received an email from Ready Op to register. Every committee member has to register. This also helps those who need CEUs.
 - Committee members - must check-in and check-out at registration or send it out through a link on Ready Op to know they’re here. They are going to use Ready Op for onsite communications. Every class they will have to get the badge QR code scanned to get credit for attending that class.
 - If a vendor will have various reps coming in and out the reps will need to register.
 - They will need their charging cord.
 - On Tuesday they will need six people checking in and Wednesday they need eight. That will be eight iPads.
 - Important to RSVP to the Gala Event. There is a Ready Op for questionnaire for the Gala
 - Registration Hardware/Software Training -Chief Levy is picking up the hardware on Wednesday. People will be checking in early Monday morning.
- Speakers Report – Chief Carter/Chief Shaw
 - Speaker’s Update – He is going to check with everyone to make sure they are coming. All set with Dr. Schepke the Keynote speaker.
 - Chief Caruso spoke about FTFC conference at the Fire Chiefs meeting and the EMS Regional Council meeting and gave reports. May get some more registrations out of that.
 - Areas for speakers to go and relax; make sure they are aware of that. It does move around depending on the day. On Tuesday and Wednesday, it’s closer to all the training sessions. On Thursday and Friday, it’s closer to the big conference area. Next year FTFC conference will take over the entire conference center; they have been told that verbally that it’s a way to prevent this from happening.
- PIO Update – Chief Gordon
 - Have been putting on social media three times a week – Monday, Wednesday, and Friday focusing on areas that have low registration.
 - Opening Ceremony Update –

- He still needs to know who is going to be representing or welcoming from the Tribe. If anyone has a connection to find out who that will be, let Chief Gordon know. Everybody else is set up already. They do the Surfside piece at the closing on Wednesday.
- A member asked Chief Caruso about Chief Downey doing a closing at Surfside. Closing at the very end. It will be very short because they want to tell everyone about next year's dates. They are not doing 'Save the Dates' yet. It also will be electronic and on a banner.
- Remind people of the Awards Ceremony that night and the Gala. Didn't make arrangements for the band on Opening Ceremony. Chief Gordon said he will confirm the honor guard and band for the opening. Going to announce the finalists here by Facebook Live on Sunday.
- Chief Caruso will contact the Chief from Seminole and find out who he's going to have here.
- EMS Council has no Chair currently. Dr. Fred Keroff, Vice Chair will be here Thursday and Friday. Dr. Keroff will get in touch with Dr. Katz.
- Chief Caruso asked Candace Pineda if she would contact Dr. Katz to see if he's talked to Dr. Keroff for the opening on Wednesday to have a message from the Regional EMS Council.
- Chief Gordon will contact the band and honor guard, Chief Caruso will take care of Seminole Chief, Candace will take care of Dr. Katz for the opening.
- Award will be 2-3 minutes each for their presentation. Chief Downey is presenting the EMS awards, Chief Caruso is presenting the Marrinson and Lifetime awards, Kelly Keys for nursing, Dave Foster for the Paramedic of the Year, and Chief Murphy for the Innovator of the Year. Memorial will welcome at the opening. Will have a chaplain for the opening and awards. Chief Caruso will call Chaplain Perkins to see how he's doing and contact Chaplain Michael Calderin if needed. Two times for the chaplain.
- Chief Caruso asked Chief Gordon to send out the opening agenda to the e-board.
- They do not have a sponsor for the Awards and the Gala. 25th anniversary they decided to keep it as the Fire Chiefs' Association. Going to keep Award to an hour.
- Have three non-profits this year and may decide how non-profits would apply next year.
- Advertising Update – their last inserts have run in *Fire Service Today* and *First Responders*. As far as *EMS World* they have met their obligations. There is another email blast coming out this week. Then he is going to write a post-conference article when everything is a wrap.
- The awards ceremony is almost complete. He is missing two pieces, the headshot from the nursing person, and expecting a bio this afternoon. Hopefully they will get proof by tomorrow—Wednesday the latest and there is 2-3 days production.

- Videography Contract – Video production worked with Jason Chandler back and forth and were able to get his contract within the framework given. He’s going to be traveling with Chief Gordon throughout the conference for various things. They’re going to attend the ALS Preliminaries on Sunday. Going to videotape those and move on from there. He is also producing two video loops. Will run those continuously. People took photos of banner last year. Order a Step and Repeat for next year.
- Vendor Sponsorship Report– Candace Pineda
 - Vendor/Sponsor Update- Sponsorship completely sold out and have a waiting list, 75 sponsors, 18 sponsors for \$10,000 or more. As high as \$50,000. Gordon Center is sponsoring AV for \$10,000, and HCA is sponsoring the afternoon break for \$10,000.
 - Non-Profit Table – Three tables this year. May have application process for Non-Profit next year.
 - Firefighter Sponsored Businesses – three tables will be for Firefighter sponsored businesses.
- Eagles Update – Dr. Pepe
 - They have current topics, Handtevy, Active shooters, Columbine, Radiation issues, Chernobyl. This year they have 100 topics. Next year FTFC wants to start sending out bullet topics such as use of whole blood. They want to peak interest, especially, because the Eagles have reestablished a location to a different part of the country and going to take time to build up the numbers.
 - Chief Caruso mention last year they put out a syllabus of topics and are they going to do it this year? Dr. Pepe will coordinate that with Candace.
- ALS/Nursing Competition Report – Chief McGrath/Kelly Keys
 - They are sold out and have a waiting list.
 - They are doing a walk through at Coral Springs this afternoon. The Broward Canteen will be providing hydration for the ALS Preliminaries
 - Chief McGrath and Chief Caruso have discussed this and have been working on this for several years and we have the shirt sizes for all 24 teams.
 - Artworks is giving the shirts to him separately and Chief Caruso just bags and puts teams name on them. Chief Caruso will be there on Sunday to give the teams and volunteer shirts out. About 200 shirts.
 - Setup for Monday at is 10:00 a.m. to whenever.
 - Marc Vermont said that for Sunday they still need judges. Prefer the more experienced for judging and scoring.
 - Chief Caruso asked to put out a notice that there are judge slots available for Sunday.
 - They have shirts, drinks, food, and shade just need judges for Sunday and set for Wednesday.
 - Nursing competition – Have a volunteer list – one from Orlando.
 - The winners will be announced on Tuesday night.
 - Two-day event.
 - 50% or less. 20/30 taken.
 - Advanced Burns open to nurses and medics. Have 19 currently. Push that.
 - People are definitely registering with their phone.

- Want photographer to document nursing.
- Will have a still photographer but want people to capture with phone camera.
- The gentleman that redesigned website will do still photos pro bono.
- EMS Awards Report– Chief Caruso for Chief Turpel
 - EMS Awards Program – Awards are ready to go and in Chief Turpel's office
 - Those giving awards are named in the PIO/opening ceremony section.
- A/V Report – Chief Cinque for Rick Sluman
 - SMP Update – Hard Rock reduced for AV for \$15,000 but still a lot of money. Chief Cinque is trying to reduce more.
 - Encore Update (Le Meridien) – Able to reduce costs offsite for Le Meridien over 50%
- 25th Anniversary EMS Gala – James Cecil absent
 - From Chief Levy's report currently 250 people RSVP'd for the Gala. Will change setup. Going to have a band and awards are from 6-7:00 p.m., and the party is from 7-10:00 p.m.
 - Much work went into the Gala. No sponsor. Johana did a lot of work and James Cecil will be here that week and stepping up to work with the vendor who is doing the decorating.
 - As part of the Awards, Chief Gordon has put together PowerPoint slide. For the program and to recognize the people visually on the screen (Name, award, and picture). This will keep it moving quickly.
- ALS Shirts – Chief Caruso
 - From Artworks Chief Caruso was able to get about 13 years of the designs, electronically, that were on the back of the shirt. They are on Ready Op now in a folder ALS Shirts. Put that out to the e-board. Chief Caruso has actual shirts from 2003-2021. He is missing 2004, 2010, 2011, 2012. Ask if anyone has any of these shirts. If you do shoot Chief Caruso a message. Dr. Gandia has shirts prior to 2003. The first one was 1999. He has 2000.
 - ALS Shirt Update -
 - Committee Polo Shirts – Will be available Sunday/Monday, 25th anniversary. This is what Committee will be wearing.
- Give Aways – Theresa Curbelo/Chief Cinque
 - Portfolio – 25th anniversary
 - Tumblers – purchased tumbler for Fire Chiefs' and will give Award Recipients a tumbler with pin inside

III. **NEW BUSINESS**

- Logistics – Chief Hubschman/Chief Cinque
 - Five to six pallets - EMS World magazine, science portfolios, assorted supplies which will be delivered by logistics Sunday between noon and 1:00 p.m. Setting up in Registration area then where they need to go. Have everybody he needs.
 - They will have extra people on Monday. Expo will be at the dock at 6:00 a.m. and starting to setup in the big room where awards will be.
 - Tuesday should go smoothly; the Trade Show doesn't open until after the Opening Ceremony.
 - Things are happening Monday behind the scenes. If anyone is available and here – and Rachele has volunteers – don't be surprised if they grab them.

- Kelly Keys asked if it was possible to order more shirts? If they can afford it, order more shirts.
- Chief Cinque said that if anyone needs more shirts, he put them in touch with the vendor who made those shirts. Work directly with the vendor otherwise they are taking the money and handling the delivery. They are selling Nursing shirts at same table as other shirts where they have petty cash there. Selling all 125 long-sleeve shirts and short-sleeve shirts given away and remainder will be sold.
- Their vendor, Artworks is not a retail; they only work through companies. FTFC may in future set up an online store.
- Long-sleeve shirts up to XL is \$30 and larger shirt are \$35. Chief Caruso and Kelly will talk; they need to charge the amount other shirts are being sold. They went up on quality on the long-sleeve shirts and added 25th anniversary.
- Chief Hubschman is in charge of logistics. Kelly said they need to call Stryker and find out what time Sunday they will deliver equipment. Chief Cinque would like to get a window of time for delivery. ER stretcher is the biggest item.
- Need to promote vendor bingo card (from Kelly) because Hard Rock has given two 'Party Like a Rock Star baskets with guitar, two-night stay, and meal which valued at \$2700. Coalition is donating an iPad. They will be displayed at the Registration booth.
- Limited opportunity to announce the bingo card during the program but need to promote that at Registration when picking up badges. Chief Caruso says very important to convey what's in portfolio during registration.
- They produced a large map of vendor space and alphabetical by vendor name in front of exhibit hall.
- CEU/CME Subcommittee- Vanessa Quiles provided an update on this year's CEU's and CME's. She also reported that we received approval from CE Broker for last year's conference.
 - Since having the Eagles, Whole week registration is up. They have people from all over, including Washington and New York, looking for CAPCE. For Florida it is CE Broker.
- Hot Wash/PIA – Last year they met during the conference. This year may have a small meeting and have a Hot Wash/PIA after.
 - This is Chief Caruso's last year being the Chair which he has done for years.
 - Beginning in July 2022 for next year Chief Draizin will be the Chair.
 - Looking at July to have Hot Wash/PIA.
 - When they get notices it's seamless. Thinking about getting information, ideas, and comments electronically.
 - Chief Caruso will be talking with Kelly Keys and Chief Pellecer after the meeting.
 - After meeting Johana is taking committee members on tour.

IV. SUMMARY

Next E-Board Meeting – TBD

Next Committee Meeting – TBD

Adjourned at 10:48

Motion to Adjourned made by Chief Cinque
Second by Charles Wohlitka