



**NORTHEAST FLORIDA REGIONAL COUNCIL**  
**Board of Directors Meeting**  
**February 2, 2023**

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**MINUTES**

The Northeast Florida Regional Council Board of Directors, pursuant to Chapter 120.525, F.S., held a hybrid meeting both in-person, at 100 Festival Park Avenue, Jacksonville, FL, and virtually via Zoom, on Thursday, February 2, 2023, at 10:00 a.m.

**President DeFoor** welcomed everyone and called the meeting to order with the following members present:

**BAKER:** Commissioner Jimmy Anderson **(in person)**  
Mr. Griffis **(in person)**

**CLAY:** Commissioner Betsy Condon **(zoom)**  
Mr. Bourre **(in person)**  
Mr. Steve Kennedy **(in person)**  
Commissioner Jim Renninger **(in person)**

**DUVAL:** Councilmember Randy DeFoor **(in person)**  
Mayor Sean Lynch **(in person)**  
Councilmember Joyce Morgan **(in person)**

**FLAGLER:** Mayor David Alfin **(in person)**  
Mayor Catherine Robinson **(zoom)**  
Commissioner David Sullivan **(in person)**

**NASSAU:** Commissioner John Martin **(in person)**

**ST. JOHNS:** Commissioner Sarah Arnold **(in person)**  
Commissioner Roxanne Horvath **(zoom)**  
Commissioner Christian Whitehurst **(in person)**

**EX-OFFICIO:** Mr. Doug Conkey (SJRWMD) **(in person)**

**Excused:** Mr. Brian Austin, Commissioner Bennett, Ms. Katlyn Craver, Mr. Hart, Commissioner Harvey, and Mr. Register

**Absent:** Mayor Brown and Mr. Drew

**Staff:** Matamron Bacon, Tyler Nolen, Donna Starling, Elizabeth Payne, Sheron Forde, et al

**Presenter:** Mr. Tom Frick, Chief Resiliency Officer, St. Johns River Water Management District

**Guests:** Bill White, Amanda White, and other members of the public

### INVITATION TO SPEAK

**President DeFoor** stated that members of the public are welcome to speak on any item before the Board and will be recognized during public comment.

### \*CONSENT AGENDA

**President DeFoor** asked if anyone would like to pull any item on the consent agenda for discussion.

Hearing none, **President DeFoor called for a motion on the consent agenda. Commissioner Martin moved approval of the consent agenda; seconded by Commissioner Renninger. Motion carried.**

### OTHER REPORTS/ACTION ITEMS

#### FY 2021/2022 Audit

Mr. Zach Chalifour, auditor with James Moore & Company, provided an overview of the Council's FY 2021/2022 Audit, which received the best opinion that can be issued, an unmodified opinion. He thanked Ms. Starling for her assistance throughout the Audit process.

He provided an overview of the auditor's responsibilities, a change this year that required them to identify and communicate any significant risks that need to be considered, the net pension liability that increased to over \$1million this year was identified as a significant estimate. He provided a brief overview of what this liability represents and that the Council is only required to pay the monthly employee contributions as directed by FRS. Overall, the financial position of the Regional Council is strong.

Mr. Chalifour discussed the three reports issued as part of the audit: an audit report on financial statements, a single audit report on compliance for major federal programs, and a report on internal control over financial reporting and compliance. Both the financial statements and single audit reports received an unmodified opinion, which says the financial statements are presented fairly and can be relied upon with no noted compliance issues. The internal control and compliance report, in accordance with Governmental Audit Standards, received a clean report with no material weaknesses revealed.

**President DeFoor called for a motion. Commissioner Martin moved approval of the FY 2021/2022 Audit; seconded by Councilmember Morgan. Motion carried.**

#### \* Flagler Vulnerability Assessment RFP

Ms. Payne provided information of a request for proposal issued by the Council for a consultant to conduct the Flagler County Vulnerability Assessment. A review committee consisting of two Council staff and two Flagler County staff reviewed the three responses that were received and selected Halff & Associates as the most qualified for the project; Weston and Sampson was ranked second. Staff recommended that the CEO be authorized to enter into negotiations and execute a contract with Halff & Associates, not to exceed \$110,000 or, if the negotiations fail, with Wetson and Sampson, not to exceed \$110,000.

**President DeFoor called for a motion. Commissioner Martin motioned to authorize the CEO to enter into negotiations and execute a contract with Halff & Associates to perform the Flagler County Vulnerability Assessment, not to exceed \$110,000 or, if those negotiations fail, with Weston and Sampson, not to exceed \$110,000. Seconded by Councilmember Morgan. Motion carried.**

\* Continuity of Operations Planning (COOP) - Four Workshops

Ms. Payne provided information of a request for quotes issued by the Council for a vendor to conduct workshops for the Healthcare Coalition, in which six responses were received and reviewed by a committee of three Council staff, who selected Bold Planning as the most qualified at a cost of \$58,836. Staff recommended that the CEO be authorized to enter into negotiations and execute a contract with Bold Planning to conduct these workshops. However, if negotiations fail, the Council will readvertise.

**President DeFoor called for a motion. Commissioner Martin motioned to authorize the CEO to enter into negotiations and execute a contract with Bold Planning to conduct these workshops, not to exceed \$58,836 or readvertise if the negotiations fail; seconded by Councilmember Morgan. Motion passed.**

\*A Pediatric Surge Tabletop Exercise – One Exercise

Ms. Payne provided information of a request for quotes issued by the Council for a vendor to conduct a Tabletop Exercise (TTX) for the Healthcare Coalition, in which eight responses were received and reviewed by a committee of three Council staff, who selected All Clear Emergency Management Group as the most qualified; Innovative Emergency Management was ranked second. Staff recommended that the CEO be authorized to enter into negotiations and contract with All Clear Emergency Management Group, not to exceed \$12,250 or if those negotiations fail, Innovative Emergency Management, not to exceed \$28,116.

**Commissioner Martin motioned to authorize the CEO to enter into negotiations and execute a contract with All Clear Emergency Management Group to conduct a Pediatric Surge TTX, not to exceed \$12,250 or, if those negotiations fail, with Innovative Emergency Management, not to exceed \$28,116. Seconded by Commissioner Renninger. Motion passed.**

\*Virtual Tabletop Exercises – Four Exercises

Ms. Payne provided information of a request for quotes issued by the Council for a vendor to conduct Virtual Tabletop Exercise (TTX) for the Healthcare Coalition, in which 10 responses were received and reviewed by a committee of three Council staff, who selected All Clear Emergency Management Group as the most qualified; Critical Integrated Solutions ranked second. Staff recommended that the CEO be authorized to enter into negotiations and contract with All Clear Emergency Management Group, not to exceed \$56,000 or, if those negotiations fail, with Critical Integrated Solutions in an amount not to exceed \$58,797.

**Commissioner Martin motioned to authorize the CEO to enter into negotiations and execute a contract with All Clear Emergency Management Group to conduct Virtual TTX, not to exceed \$56,000 or, if those negotiations fail, with Critical Integrated Solutions in an amount not to exceed \$58,797. Seconded by Commissioner Renninger. Motion passed.**

### Community Resiliency Update

Ms. Ilami provided an update on resiliency activities over the past month and highlighted Resilient First Coast Collaborative, in which 16 organizations have signed partner agreements, and their work on marketing/branding package; an overview of recent meetings; and resiliency projects timeline and due dates. Ms. Ilami also shared information on the Council's ongoing resiliency work that includes bringing on a resiliency intern, working with several partners on a tour of Natural and Nature-Based Features in Northeast Florida for the Silver Jackets project, and initiation of a Military Installations Resilience Review. Discussion followed.

### SJRWMD Resiliency Update

Mr. Tom Frick, Chief Resilience Officer, St. Johns River Water Management District, provided an overview of the WMD's Resilience Program. His presentation highlighted the drivers of resilience in our communities, resilience framework in Florida beginning in 2011 thru 2023; impacts to our communities with groundwater availability, localized flooding, water quality and wetland habitat; the District's resilience priorities, which includes saltwater intrusion, flood protection and nature-based solutions. He stated that this year the District's cost share program includes a resiliency element. A brief discussion followed.

### Regional Community Institute Cultivation Effort

Chair Conkey, Regional Community Institute (RCI), provided information on the cultivation effort the Institute is reviewing. He highlighted the history of the RCI and some of the policy issues they have taken on. He informed the Members of the current issue that RCI will be dealing with is Cultivation, which includes agriculture, fishing, and silviculture. Two meetings have been scheduled, one in Nassau County and one in Putnam County, with stakeholders to gather data and produce a summary based on findings. Next steps include policy discussions and consideration for the next update of the Strategic Regional Policy Plan. A brief discussion followed.

### NEFRC Opioid Litigation Assistance (City of Jacksonville/Clay County)

Mr. Nolen provided an update on Council staff's assistance to counties regarding the opioid litigation process. Staff's assistance in Clay County included conducting a strength, weakness, opportunity and threat (SWOT) analysis and report; establishing and facilitating a Community Task Force for continued public engagement; developing a scoring process for projects and policies that address Substance Use Disorder; evaluation of the Clay County Community Paramedicine Program's Substance Abuse and Mental Health Services Administration First Responders Comprehensive Addiction & Recovery Grant. He stated that staff also participated in the City of Jacksonville's Special Committee on Opioid, Vaping & Mental Health Resources by conducting a SWOT analysis and are currently finalizing that report. He stated that the Council is here to assist if needed. A brief discussion followed.

**Commissioner Anderson** suggested that staff attend and present this information, and offer assistance at each county commission meeting, so they are aware of this service.

### PUBLIC COMMENT

None.

### MEMBERS' REPORT / LOCAL & REGIONAL ISSUES DISCUSSION

The following report and issues were shared by the Members by city/county as follows:

**City of Baldwin** – Regarding the nuisance property issue, the City adopted Duval’s approach and, along with the Dart program, it has worked well.

**Flagler County** – The increased cost of beach restoration due to inflation and other impacts, i.e., the Flagler Beach pier, and other areas.

**City of Palm Coast** – The City has been ranked #1 City in the MSA.

**Nassau County** – Shared issue of nuisance property and inquired about Duval County’s vagrant program. President DeFoor offered to share information following the meeting.

EX-OFFICIO MEMBERS’ REPORTS

St. Johns River Water Management District – introduced Bill White, Intergovernmental Coordinator serving Flagler, Putnam, Alachua, and Marion Counties; Water conservation month is in April so the District will be pushing out proclamations; the 25<sup>th</sup> anniversary with a theme of Leak Protection. He shared information on Clay County’s program, which have saved them approximately 327 million gallons of water that saves a typical household about \$60 per month. Stakeholders will begin receiving emails from the Water Supply leadership regarding the North Florida Water Supply Plan.

CHIEF EXECUTIVE OFFICER’S REPORT

The Regional Leadership Academy class kicked off in January with 16 participants. The first class took place in Baker County where quality of life and economic development were the topics. The February class will be in Putnam County. Board members are always welcomed to join the class as they travel to their county.

The Members were directed to the Ecotourism and Trails kick-off meeting flyer at their places; also sent via email. This will be a virtual meeting on February 22<sup>nd</sup>. There are currently 75 registrants. A steering committee will be formed to help guide this effort going forward.

An application has been submitted for an Economic Development grant for a Disaster Recovery Coordinator for the Region.

The Council have been working with Putnam County on a Hope Grant with FTA to support employment through transit opportunities. It involves working with the Housing Authority in Palatka on creative ways to get people in that area to high paying jobs.

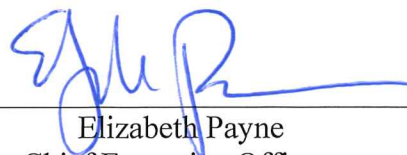
The Council is beginning work in February with Clay County staff and leadership on a strategic plan for 2023.

Next Meeting Date: The next meeting will be March 2, 2023.

Meeting Adjourned: 11:50 a.m.



Randle P. DeFoor  
President



Elizabeth Payne  
Chief Executive Officer