



**FINANCE and AUDIT COMMITTEE MEETING
SUMMARY MINUTES**

**January 29, 2019 12:00 P.M.
Health Care District Board Room
1515 N. Flagler Drive, Suite 101
West Palm Beach, FL 33401**

1. Call to Order – Chair

Mr. Edward Sabin called the meeting to order.

A. Roll Call

Health Care District Finance and Audit Committee members present included: Edward Sabin, Chair; Nancy Banner, Vice Chair; Joseph Bergeron and Michael Burke.

Staff present included: Darcy Davis, Chief Executive Officer; Dawn Richards, VP & Chief Financial Officer; Dr. Belma Andric, Chief Medical Officer; Dr. Tom Cleare, VP of Strategy; Karen Harris, VP of Field Operations; Ellen Pentland, Chief Compliance Officer; Cindy Yarbrough, Chief Information Officer; Steven Hurwitz, VP of Human Resources and Communications; Valerie Shahriari, General Counsel; Stephanie Dardanella, Administrator of Lakeside Medical Center and Lisa Sulger, Manager of Records.

Others present included: John Grady, Public Trust Advisors; Harry Torres, Crowe Healthcare; Harry Kimball, Crowe Healthcare and Carlos Hernandez, RSM US LLP.

Recording/Transcribing Secretary: Tanya McCain

Mr. Sabin noted that a quorum is not present, so no votes will be taken today.

- B.** Affirmation of Mission: The mission of the Health Care District of Palm Beach County is to be the health care safety net for Palm Beach County. Our vision is meeting changes in health care to keep our community healthy.

2. Agenda Approval

A. Additions/Deletions/Substitutions

None.

B. Motion to Approve Agenda

CONCLUSION/ACTION: No action was taken.

3. Awards, Introductions and Presentations

- A.** Health Care District of Palm Beach County Quarterly Investment Review and Economic Update (1Q Ending 12/31/2018) – Public Trust Advisors

Mr. John Grady with Public Trust Advisors presented the quarterly investment report for the period ending December 31, 2018.

B. RSM Audit Update

Mr. Carlos Hernandez with RSM US LLP updated the Committee on the progress of the ongoing external audits and responded to questions.

4. Disclosure of Voting Conflict

None.

5. Public Comment

None.

6. Meeting Minutes

A. Staff Recommends a MOTION TO APPROVE:

Finance and Audit Committee Meeting Minutes of September 25, 2018.

CONCLUSION/ACTION: No action was taken.

B. Staff Recommends a MOTION TO APPROVE:

Finance and Audit Committee Meeting Minutes of November 27, 2018.

CONCLUSION/ACTION: No action was taken.

7. Consent Agenda – Motion to Approve Consent Agenda Items

CONCLUSION/ACTION: No action was taken.

A. ADMINISTRATION

7A-1. RECEIVE AND FILE:

January 2019 Internet Posting of District Public Meeting.
<http://www.hcdpbc.org> – Resources – Public Meetings

7A-2. RECEIVE AND FILE:

Finance and Audit Committee Attendance.

8. Regular Agenda

A. ADMINISTRATION

8A-1. RECEIVE AND FILE:

Health Care District Financial Statements – December 2018.

Ms. Dawn Richards reviewed the information provided in the Management Discussion and Analysis and responded to questions.

CONCLUSION/ACTION: No action was taken.

8A-2. **Staff Recommends a MOTION TO APPROVE:**
District Cares Changes

Mr. Thomas Cleare provided an update of the changes to the District Cares program and responded to questions.

CONCLUSION/ACTION: No action was taken.

8A-3. **Staff Recommends a MOTION TO APPROVE:**
Belle Glade Primary Care Clinic Construction

Ms. Richards presented the budget overage of the Belle Glade Primary Care and Dental Clinic construction project and responded to questions.

CONCLUSION/ACTION: No action was taken.

8A-4. **Staff Recommends a MOTION TO APPROVE:**
340B Discount Program Report

Mr. Harry Kimball reported on the findings of the completed 340B Discount Program report and responded to questions.

CONCLUSION/ACTION: No action was taken.

8A-5. **Staff Recommends a MOTION TO APPROVE:**
Patient Access Audit

Mr. Kimball discussed the results of the Patient Access Audit report and responded to questions.

CONCLUSION/ACTION: No action was taken.

8A-6. **Staff Recommends a MOTION TO APPROVE:**
Audit Plan 2018/2019 Status Update

Mr. Kimball reported on the status of the 2018/2019 Audit Plan for all entities of the District. The Audit Plan 2018/2019 Status Update includes 12 audits.

CONCLUSION/ACTION: No action was taken.

8A-7. **Staff Recommends a MOTION TO APPROVE:**
FY 2019/2020 Audit Plan and Risk Assessment

Mr. Kimball reported on the FY 2019/2020 Audit Plan and Risk Assessment and responded to questions.

9. Comments

A. CEO Comments

Ms. Davis stated that it would be a good idea to have the Finance and Audit Committee Charter revised so that a majority of the seated Committee members would constitute a quorum.

B. CFO Comments

C. Committee Member Comments

Mr. Sabin agreed with Ms. Davis regarding the number of seated members that should constitute a quorum and inquired about the action necessary to revise the Charter.

Ms. Valerie Shahriari replied that a change to the Charter can be requested by a Committee member and the revisions would be brought to the next meeting as an agenda item for approval.

10. Establishment of Upcoming Meetings

Date:	Time:
March 26, 2019	12:00 P.M.
May 28, 2019	12:00 P.M. – Annual Meeting (Officer Elections)
July 30, 2019	12:00 P.M. – Joint meeting with the Health Care District Board (Location TBD)
September 24, 2019	12:00 P.M.
November 26, 2019	12:00 P.M.

Unless otherwise noted, these meetings will take place in the Health Care District Board Room at 1515 N. Flagler Drive, Suite 101, West Palm Beach.

11. Motion to Adjourn

There being no further business, the meeting was adjourned.



Edward Sabin, Finance and Audit Committee Chair

MARCH 26, 2019

Date