



**FINANCE AND AUDIT COMMITTEE MEETING
SUMMARY MINUTES**

**November 27, 2018, 12:00 p.m.
1515 N. Flagler Drive, Suite 101
West Palm Beach, FL 33401**

1. Call to Order – Chair

Brian Lohmann called the meeting to order.

A. Roll Call

Health Care District Finance and Audit Committee members present included: Brian Lohmann, Chair; Nancy Banner, Vice Chair; Joe Bergeron; Michael Burke; Leslie Daniels; Edward Sabin and Michael Smith.

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; Mina Bayik, Director of Finance; Robin Kish, Director of Communications; Lisa Sulger, Manager of Records; and Stephanie Dardanella, Administrator of Lakeside Medical Center

Others present included: John Grady, Public Trust Advisors; Harry Torres, Crowe Healthcare; Harry Kimball, Crowe Healthcare; and Scott Gerard, Crowe Healthcare

Recording/Transcribing Secretary: Tanya McCain

- B. Affirmation of Mission:** This 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: Ms. Banner made a motion to approve the agenda as presented. The motion was duly seconded by Mr. Smith. There being no opposition, the motion passed unanimously.

3. Awards, Introductions and Presentations

A. Recognition of Michael Smith, Finance and Audit Committee

Chair Lohmann read the following statement in recognition of Michael Smith's tenure on the Finance and Audit Committee. He began by noting that the Health Care District has been the County's healthcare safety net and responsible steward of tax-payer dollars. For the past 8 years, Michael Smith has dedicated his time and expertise to guiding the Health Care District's Finance Committee to doing just that. I am proud to have served along-side Michael as our healthcare system has expanded access to care through its many diverse programs. This year, as we mark the Health Care District's 30th anniversary, we also recognize Michael for his ideas, leadership and commitment to this public agency's fiduciary health and financial oversight. During his 2 terms on the Finance Committee, the Health Care District has served a growing number of residents while reducing property taxes.

Michael, your tenure was highlighted by many other noteworthy accomplishments. These achievements include the launch of Lakeside Medical Center's Family Medicine Residency Program as well as the District's operation of the CL Brumbach Primary Care Clinics, which served 45, 400 adult and pediatric patients during the last fiscal year. Other milestones include: launching the Medication Assisted Treatment Program to address the county's opioid epidemic; rolling out the Mobile Health Clinic to serve the homeless; working on the Helicopter Replacement Project; expanding pharmacy services; implementing the 340B Program and reducing costs for prescriptions; providing dental, behavioral health and women's health services and so many more. Chair Lohmann thanked him for his time, insight and sound judgement on the Committee. Chairman Lohmann asked Mr. Smith to join him and the other Committee members for a group photo and to present him with a memento of his service on the Finance and Audit Committee.

Mr. Smith stated that it has been a pleasure to serve and that he enjoyed it and learned a lot about the Health Care District. Mr. Smith concluded by offering his services if he is needed for anything in the future.

B. Investment review and Economic Update (4Q Ending 9/30/2018) – John Grady, Public Trust Advisors

Mr. Grady presented the quarterly investment report for the period ending September 30, 2018.

4. Disclosure of Voting Conflict

None.

5. Public Comment

Don Chester, Healthy Mothers – Healthy Babies

6. Consent Agenda – Motion to Approve Consent Agenda Items

CONCLUSION/ACTION: Mr. Daniels made a motion to approve the Consent Agenda items. The motion was duly seconded by Mr. Sabin. There being no opposition, the motion passed unanimously.

A. ADMINISTRATION

- 6A-1. **RECEIVE AND FILE:**
November 2018 Internet Posting of District Public Meeting.
<http://www.hcdpbc.org> - Resources- Public Meetings
- 6A-2. **RECEIVE AND FILE:**
Finance and Audit Committee Attendance
- 6A-3. **RECEIVE AND FILE:**
Insurance Schedule 2018 – 2019
- 6A-4. **Staff Recommends a MOTION TO APPROVE:**
Fiscal Year 2016 Budget Savings

7. Regular Agenda

A. ADMINISTRATION

7A-1. **Health Care District Financial Statements – September 2018.**

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

CONCLUSION/ACTION: Received and filed.

7A-2. **Health Care District Financial Statements – October 2018.**

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

CONCLUSION/ACTION: Received and filed.

7A-3. **Fiscal Year 2018 Lakeside Medical Center Budget Amendment**

Ms. Mina Bayik presented the 2018 fiscal year-end budget amendment for Lakeside Medical Center to the Committee for review.

CONCLUSION/ACTION: Mr. Bergeron made a motion to forward the Fiscal Year 2018 Lakeside Medical Center Budget Amendment to the Board for approval. The motion was duly seconded by Mr. Daniels. There being no opposition, the motion passed unanimously.

7A-4. **FY 2018 Audit Plan Status Update**

Mr. Kimball reported on the status of the proposed for all entities of the District. The FY 2018 Audit Plan Status update includes 12 audits.

CONCLUSION/ACTION: Mr. Sabin made a motion to forward the FY 2018 Audit Plan Status Update to the Board for approval. The motion was duly seconded by Mr. Smith. There being no opposition, the motion passed unanimously.

7A-5. Medical Device Security Assessment Report

Mr. Gerard reviewed the biomedical device risk assessment and responded to questions.

CONCLUSION/ACTION: Mr. Daniels made a motion to forward the Medical Device Security Assessment Report to the Board for approval. The motion was duly seconded by Mr. Bergeron. There being no opposition, the motion passed unanimously.

7A-6. Sponsored Programs Award Recommendations

Mr. Cleare outlined the award recommendations from the Sponsored Programs Funding Request Selection Committee and responded to questions.

CONCLUSION/ACTION: Mr. Smith made a motion to forward the Sponsored Programs Award Recommendations to the Board for approval. The motion was duly seconded by Mr. Sabin. There being no opposition, the motion passed unanimously.

7A-7. Department of Health Subsidy

Mr. Cleare reviewed the Department of Health Subsidy and responded to questions.

CONCLUSION/ACTION:
Mr. Bergeron made a motion to forward the Department of Health Subsidy to the Board for approval. The motion was duly seconded by Mr. Smith. There being no opposition, the motion passed unanimously.

7A-8. Reimbursement for DOH Services in Excess of Contract Minimum

Mr. Cleare reviewed the request for Reimbursement for DOH Services in Excess of Contract Minimum and responded to questions.

CONCLUSION/ACTION: Mr. Burke made a motion to forward the Reimbursement for DOH Services in Excess of Contract Minimum to the Board for approval. The motion was duly seconded by Mr. Daniels. There being no opposition, the motion passed unanimously.

8. Comments

A. CEO Comments

None.

B. CFO Comments

None.

C. Committee Member Comments

None.

9. Establishment of Upcoming Meetings

January 29, 2019

- 12:00 P.M., Health Care District Finance and Audit Committee Meeting

March 26, 2019

- 12:00 P.M., Health Care District Finance and Audit Committee Meeting

May 28, 2019 - Annual Meeting (Officer Elections)

- 12:00 P.M., Health Care District Board Finance and Audit Committee Meeting

July 30, 2019 (Location TBD)

- 12:00 P.M., Joint Meeting with the Health Care District Board

September 24, 2019

- 12:00 P.M., Health Care District Board Finance and Audit Committee Meeting

November 26, 2019

- 12:00 P.M., Health Care District Finance and Audit Committee Meeting

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

11. Motion to Adjourn

There being no further business, the meeting was adjourned.

Brian R Lohmann
Brian Lohmann, Finance Committee Chairman

3/26/19
Date