



**HEALTH CARE DISTRICT OF  
PALM BEACH COUNTY  
BOARD OF COMMISSIONERS ANNUAL MEETING  
SUMMARY MINUTES  
December 10, 2019 at 2:00 PM  
1515 N Flagler Drive, Suite 101  
West Palm Beach, FL 33401**

**1. Call to Order**

Les Daniels called the meeting to order.

**A. Roll Call**

Health Care District Board members present included: Les Daniels, Chair; Nancy Banner, Vice Chair; Sean O'Bannon, Secretary; Dr. Alonso; Cory Neering; Ed Sabin and Tammy Jackson-Moore.

Staff present included: Darcy Davis, Chief Executive Officer; Dr. Belma Andric, Chief Medical Officer; Valerie Shahriari, General Counsel; Dr. Tom Cleare, VP of Strategy; Karen Harris, VP of Field Operations; Steven Hurwitz, VP of Human Resources and Communications; Deborah Hall, VP & Chief Compliance Officer; Joel Snook, VP & Chief Financial Officer and Patricia Lavelly, Interim Chief Information Officer

Recording/Transcribing Secretary: Heidi Bromley

**B. Invocation**

Ms. Davis led the invocation.

**C. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**D. 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. New Board Member Oath of Office**

**A. Tammy Jackson-Moore**

Chair Daniels administered the Health Care District Oath of Office to Tammy Jackson-Moore.

**3. Agenda Approval**

- B. Additions/Deletions/Substitutions
- B. Motion to Approve Agenda

**CONCLUSION/ACTION: Commissioner Sabin made a motion to approve the agenda. The motion was duly seconded by Commissioner Neering. There being no opposition, the motion passed unanimously.**

**4. Awards, Introductions and Presentations**

- A. Introduction of Tammy Jackson-Moore. (Darcy Davis)

Ms. Davis introduced Ms. Tammy Jackson-Moore, newest Board member to the Health Care District Board.

- B. RISE Project. (Rachel Docekal & Belma Andric, MD)

Ms. Docekal and Dr. Belma Andric provided the Board with a presentation to explain the RISE Project and roles of the Clinics.

- C. Project Management Office Overview. (Cindy Dupont)

Ms. Dupont provided the Board with an overview of the Project Management team and Office.

- D. Annual Institutional Review (AIR). (Jennifer Dorce-Medard, D.O.)

Dr. Dorce-Medard reviewed the Graduate Medical Education responsibilities and how the program works to ensure residents and medical students receive a diversified and rewarding educational experience and superior medical training at Lakeside Medical Center.

- E. Telehealth. (Courtney Rowling, MD)

Dr. Courtney Rowling explained the current use of Telemedicine in the Clinics and the process of Telepsychiatric Service Delivery.

**5. Disclosure of Voting Conflict**

**6. Public Comment**

## 7. Meeting Minutes

- A. **Staff Recommends a MOTION TO APPROVE:**  
Board Meeting Minutes of September 10, 2019.

**CONCLUSION/ACTION:** Commissioner Alonso made a motion to approve the Board Meeting Minutes of September 10, 2019 as presented. The motion was duly seconded by Commissioner O'Bannon. There being no objection, the motion passed unanimously.

- B. **Staff Recommends a MOTION TO APPROVE:**  
TRIM Hearing Minutes of September 10, 2019.

**CONCLUSION/ACTION:** Commissioner Alonso made a motion to approve the TRIM Meeting Minutes of September 10, 2019 as presented. The motion was duly seconded by Commissioner O'Bannon. There being no objection, the motion passed unanimously.

- C. **Staff Recommends a MOTION TO APPROVE:**  
Board Meeting Minutes of September 24, 2019.

**CONCLUSION/ACTION:** Commissioner Alonso made a motion to approve the Board Meeting Minutes of September 24, 2019 as presented. The motion was duly seconded by Commissioner Sabin. There being no objection, the motion passed unanimously.

- D. **Staff Recommends a MOTION TO APPROVE:**  
TRIM Hearing Minutes of September 24, 2019.

**CONCLUSION/ACTION:** Commissioner Banner made a motion to approve the TRIM Meeting Minutes of September 24, 2019 as presented. The motion was duly seconded by Commissioner Alonso. There being no objection, the motion passed unanimously.

## 8. Committee Reports

### 8.1 Finance and Audit Committee Report – (Commissioner Sabin)

Commissioner Sabin stated that the Finance and Audit committee held their quarterly meeting earlier. The internal auditors reviewed the plan for 2020 which was approved. We received the internal audit reports and reviewed the financial statements which was provided to us by our new CFO, Joel.

8.2 Good Health Foundation Committee Report – (No Report)

8.3 Quality, Patient Safety and Compliance Committee – (Commissioner Alonso)

Commissioner Alonso stated that we had a meeting earlier this morning. We went through several reports and presentations. The Committee made some recommendations for further clarification on data. Overall the staff has done a tremendous job in standardizing all the dashboards to make them very easy to read. The Committee is very happy with the reports they are receiving.

8.4 Lakeside Health Advisory Board Report – (Commissioner Alonso)

Commissioner Alonso stated that the Lakeside Health Advisory Board reviewed the Community Health Assessment and approved the Implementation Strategies that the community and District and Lakeside Medical Center staff developed throughout the 5 month process. Those strategies are to increase residents' awareness on maintaining a healthy lifestyle to include obesity and cardiovascular disease; increase residents' knowledge of diabetes and diabetes resources and to enhance marketing in the community.

8.5 Primary Care Clinics Board Report – (Commissioner Jackson-Moore)

Ms. Jackson-Moore stated that meetings were held on September 25, 2019, October 30, 2019 and November 27, 2019. Belle Glade Clinic received AHCA letter stating that we can open with a fire watch. Doors opened for medical on October 30, 2019 and dental on November 4, 2019. Oral Health Infrastructure Grant awarded \$300,000 for new dental chairs/equipment across three dental clinics and other supplies to implement triple-integrated services in Lantana. Mangonia Park Clinic opened doors on October 21, 2019 right next to Addiction Stabilization Center. HRSA Operational Site Visit is scheduled for the week of March 23<sup>rd</sup> -27<sup>th</sup>. As a reminder, the Mock HRSA Audit is scheduled for December 11<sup>th</sup> -13<sup>th</sup>.

9. **Consent Agenda – Motion to Approve Consent Agenda Items**

**CONCLUSION/ACTION:** Commissioner O'Bannon made a motion to approve the Consent Agenda. The motion was duly seconded by Commissioner Alonso. There being no objection, the motion passed unanimously.

A. **ADMINISTRATION**

9A-1 **RECEIVE AND FILE:**

December 2019 Internet Posting of District Public Meeting.

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=268&m=0|0&DisplayType=C>

- 9A-2 **RECEIVE AND FILE**  
Health Care District Board Attendance.
- 9A-3 **RECEIVE AND FILE:**  
Health Care District Financial Statements September 2019.
- 9A-4 **RECEIVE AND FILE:**  
Purdue Pharma Opioid Settlement.
- 9A-5 **RECEIVE AND FILE:**  
District Cares Application Process Change.
- 9A-6 **Staff Recommends a MOTION TO APPROVE:**  
Proclamation Recognizing Lakeside Medical Center.
- 9A-7 **Staff Recommends a MOTION TO APPROVE:**  
Legal Pre-Suit Settlement - General Liability Matter for a Patient at Lakeside Medical Center.
- 9A-8 **RECEIVE AND FILE:**  
Lakeside Medical Center Confidential Public Records Request Quarterly Report.
- 9A-9 **Staff Recommends a MOTION TO APPROVE:**  
Amendment to the Lakeside Health Advisory Board Bylaws.
- 9A-10 **Staff Recommends a MOTION TO APPROVE:**  
Medical Staff Appointment(s) for Lakeside Medical Center.
- 9A-11 **Staff Recommends a MOTION TO APPROVE:**  
Initial Credentialing and Privileging of Healey Center Practitioner(s)
- 9A-12 **Staff Recommends a MOTION TO APPROVE:**  
Internal Audit Plan 2019-2020 Status Update and Follow-Up of Management Action Plan Items.
- 9A-13 **Staff Recommends a MOTION TO APPROVE:**  
FY 2020/2021 Proposed Internal Audit Plan and Risk Assessment.
- 9A-14 **Staff Recommends a MOTION TO APPROVE:**  
Construction Build Out – Clinic at Lakeside Medical Center Audit.
- 9A-15 **Staff Recommends a MOTION TO APPROVE:**  
Lakeside Medical Center Focused Facility Coding Compliance Audit.

9A-16 **Staff Recommends a MOTION TO APPROVE:**  
Compliance Policy Updates.

10. **Regular Agenda**

A. **ADMINISTRATION**

10A-1 **Staff Recommends a MOTION TO APPROVE:**  
Sponsored Programs Award Recommendations.

Dr. Cleare stated that this agenda item presents the award recommendations from the Sponsored Programs Funding Request Selection Committee. In summary, the Committee chose to recommend 22 proposed initiatives with a total funding recommendation of \$1,265,000. Staff recommends the Board approve the Sponsored Programs Selection Committee funding recommendation and award funding to 22 proposed initiatives for a total of \$1,265,000.

**CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the Sponsored Programs Award Recommendations as presented. The motion was duly seconded by Commissioner Alonso. There being no objection, the motion passed unanimously.**

10A-2 **Staff Recommends a MOTION TO APPROVE:**  
Lakeside Medical Center Community Health Needs Assessment and Implementation Strategy.

Dr. Cleare stated that this agenda item presents the Board with the Lakeside Medical Center Community Health Needs Assessment and Implementation Strategy. The Affordable Care Act added new requirements that hospital organizations must satisfy in order to be described in section 501(c)(3). Specifically, the Affordable Care Act imposes new requirements on 501(c)(3) organizations that operate one or more hospital facilities. Among the new requirements, each hospital organization is required to conduct a Community Health Needs Assessment and adopt an implementation strategy at least once every three years. Staff is recommending the Board approve the Lakeside Medical Center Community Health Needs Assessment and Implementation Strategy.

**CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the Lakeside Medical Center Community Health Needs Assessment and Implementation Strategy as presented. The motion was duly seconded by Commissioner Sabin. There being no objection, the motion passed unanimously.**

10A-3 **Staff Recommends a MOTION TO APPROVE:**

Legal Pre-Suit Settlement - Legal Representation in the Lakeside Construction Matter.

Ms. Shahriari stated that this agenda item presents a proposed settlement agreement and release related to Legal representation in the Lakeside Construction matter. After much negotiation and consideration of the facts, the District proposes a gross amount of \$25,000 payable by check to the Health Care District of Palm Beach County, to address fees charged for mediation preparation as well as fees charged for transitioning the file to new counsel. Staff recommends the Board approve the Legal Pre-Suit settlement agreement and release.

**CONCLUSION/ACTION: Commissioner O'Bannon made a motion to approve the Legal Pre-Suit settlement agreement and release as presented. The motion was duly seconded by Commissioner Banner. There being no objection, the motion passed unanimously.**

11. **CEO Comments**
12. **HCD Board Member Comments**
13. **Establishment of Upcoming Board Meetings**

**March 10, 2020**

- 2:00PM, Health Care District Board Meeting

**March 11, 2020**

- 9:00AM, Health Care District Strategic Planning

**June 9, 2020**

- 2:00PM, Joint Meeting with the Finance & Audit Committee

**(1<sup>st</sup>) September Meeting (Date TBD)**

- 4:00PM, Joint Meeting with the Finance & Audit Committee
- 5:15PM, Truth In Millage (TRIM) Meeting

**(2<sup>nd</sup>) September Meeting (Date TBD)**

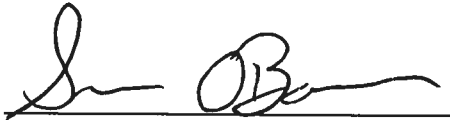
- 4:00PM, Health Care District Board Annual Meeting (Officer Elections)
- 5:15PM, Truth In Millage (TRIM) Meeting

**December 8, 2020**

- 2:00PM, Health Care District Board Meeting

**14. Motion to Adjourn**

There being no further business, the meeting was adjourned.



Sean O'Bannon, Secretary

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Date