

**BOARD OF DIRECTORS MEETING  
AGENDA  
December 16, 2020  
1515 N. Flagler Drive, Suite 101  
West Palm Beach, FL 33401**

Remote Participation Login: <https://tinyurl.com/yda3vnks>

or

DIAL +1 (646) 558 8656; Meeting ID: 550 789 5592; Access number: 946503

**1. Call to Order – Mike Smith, Chair**

- A. Roll Call
- B. Affirmation of Mission: To provide compassionate, comprehensive health services to all Palm Beach County residents, through collaboration and partnership, in a culturally sensitive environment.

**2. Agenda Approval**

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

**3. Awards, Introductions and Presentations**

- A. Target BP and CCCC Recognition Award – Sheree Wolliston
- B. COVID Testing Update – Dr. Belma Andric

**4. Disclosure of Voting Conflict**

**5. Public Comment\***

**6. Meeting Minutes**

- A. **Staff recommends a MOTION TO APPROVE:**  
Board Meeting Minutes of October 28, 2020 [Pages 1-13]

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

All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which the item will be removed from the general order of business and considered on its normal sequence on the Agenda.

7. **Consent Agenda (cont.)**

A. **ADMINISTRATION**

- 7A-1 **RECEIVE AND FILE:**  
December 2020 Internet Posting of District Public Meeting  
<https://www.hcdpbc.org/resources/public-meetings>
- 7A-2 **RECEIVE AND FILE:**  
Attendance tracking [Page 14]
- 7A-3 **Staff recommends a MOTION TO APPROVE:**  
Suicidal and Distressed-Homicidal Phone Calls Policy  
(Shauniel Brown) [Pages 15-18]
- 7A-4 **Staff recommends a MOTION TO APPROVE:**  
District Cares Program Policy  
(Dr. Valena Grbic) [Pages 19-22]
- 7A-5 **Staff recommends a MOTION TO APPROVE:**  
Proposed Schedule for 2021 Board Meetings  
(Dr. Hyla Fritsch) [Pages 23-24]

8. **Regular Agenda**

A. **ADMINISTRATION**

- 8A-1 **Staff recommends a MOTION TO APPROVE:**  
Bylaws Update  
(Thomas Cleare) [Pages 25-51]
- 8A-2 **RECEIVE AND FILE:**  
Community Health Improvement Plan & Community Health Assessment Update  
(Needs Assessment)  
(Thomas Cleare) [Pages 52-97]

B. **EXECUTIVE**

- 8B-1 **RECEIVE AND FILE:**  
Executive Director Informational Update  
(Dr. Hyla Fritsch) [Pages 98-99]

8. **Regular Agenda (cont.)**

**C. CREDENTIALING**

- 8C-1 **Staff Recommends a MOTION TO APPROVE:**  
Licensed Independent Practitioner Credentialing and Privileging –  
Delvis Secin Santana, MD  
(Dr. Charmaine Chibar) [Pages 100-101]

**D. OPERATIONS**

- 8D-1 **Staff Recommends a MOTION TO APPROVE:**  
Operations Report  
(Dr. Hyla Fritsch) [Pages 102-108]

**E. QUALITY**

- 8E-1 **Staff Recommends a MOTION TO APPROVE:**  
Quality Improvement & Quality Assurance (QI/QA) Plan Update  
(Dr. Charmaine Chibar) [Pages 109-155]

- 8E-2 **Staff Recommends a MOTION TO APPROVE:**  
Quality Report  
(Dr. Charmaine Chibar) [Pages 156-211]

**F. FINANCE**

- 8F-1 **Staff recommends a MOTION TO APPROVE:**  
C. L. Brumback Primary Care Clinics Financial Report September 2020  
(Jesenia Bruno) [Pages 212-229]

- 8F-2 **Staff recommends a MOTION TO APPROVE:**  
Budget Fiscal Year 2021  
(Mina Bayik) [Pages 230-235]

**G. RISK**

- 8G-1 **Staff recommends a MOTION TO APPROVE:**  
PCC Risk Management Plan  
(Martha Hyacinthe) [Pages 236-249]

9. **AVP and Executive Director of Clinic Services Comments**
10. **Board Member Comments**
11. **Closed Meeting [Under Separate Cover]**

## 12. Establishment of Upcoming Meetings

**January 27, 2021 (HCD Board Room)**

12:45pm Board of Directors

**February 24, 2021 (HCD Board Room)**

12:45pm Board of Directors

**March 31, 2021 (HCD Board Room)**

12:45pm Board of Directors

**April 28, 2021 (HCD Board Room)**

12:45pm Board of Directors

**May 26, 2021 (HCD Board Room)**

12:45pm Board of Directors

**June 30, 2021 (HCD Board Room)**

12:45pm Board of Directors

**July 28, 2021 (HCD Board Room)**

12:45pm Board of Directors

**August 25, 2021 (HCD Board Room)**

12:45pm Board of Directors

**September 29, 2021 (HCD Board Room)**

12:45pm Board of Directors

**October 27, 2021 (HCD Board Room)**

12:45pm Board of Directors

**November 30, 2021 (HCD Board Room)**

12:45pm Board of Directors

**December 14, 2021 (HCD Board Room)**

12:45pm Board of Directors

## 13. Motion to Adjourn

\*District Clinic Holdings, Inc. welcomes public comment during its regular monthly meetings. This month, public comment should be emailed to [jdominiq@hcdpbc.org](mailto:jdominiq@hcdpbc.org) or submitted via phone (561) 804-5780 prior to Noon on The Scheduled Meeting Date. All comments received during this time frame will be read aloud and included in the official meeting record.

Any person(s) not adhering to the Board's guidelines or who make comments which could be perceived as slanderous or disruptive may be barred from making future comments before the Board.