

## **FINANCE & AUDIT COMMITTEE MEETING SUMMARY MINUTES**

**December 8, 2020 at 12:00 P.M.  
1515 N. Flagler Drive, Suite 101  
West Palm Beach, FL 33401**

**Remote Participation Link:**

**<https://zoom.us/j/5507895592?pwd=REZ4TWtYUXowQWNpWTBaVXRzZ1dDQT09>**

**Via Telephone dial-in access: (646) 558-8656 / Meeting ID: 550 789 5592 / Password: 946503**

### **1. Call to Order – Edward Sabin, Chair**

Ed Sabin called the meeting to order.

#### **A. Roll Call**

Health Care District Finance and Audit Committee members present included: Edward Sabin, Chair; Nancy Banner; Les Daniels; Michael Burke; Richard Sartory; Mark Marciano and Joe Gibbons.

Staff present included: Darcy Davis, Chief Executive Officer; Valerie Shahriari, General Counsel; Dr. Belma Andric, Chief Medical Officer; Karen Harris, VP of Field Operations; Dr. Thomas Cleare, AVP Planning and Community Engagement; Steven Hurwitz, VP, Chief Administrative Officer; Patricia Lavelly, Interim Chief Information Officer; Josh Burrill, AVP of Compliance/Privacy/Internal Audit; Betsy Bittar, Senior Internal Auditor; Janet Moreland, AVP, Administrator of Lakeside Medical Center; Shelly Ann Lau, AVP, Administrator of Healey Center; and Mina Bayik, Director of Finance.

Recording/Transcribing Secretary: Tanya McCain

- 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**
- B. Motion to Approve Agenda**

**CONCLUSION/ACTION:** Les Daniels made a motion to approve the agenda. The motion was duly seconded by Nancy Banner. There being no opposition, the motion passed unanimously.

### **3. Awards, Introductions and Presentations**

- A. Economic Update and Yield Curve Analysis, December 8, 2020

Mr. John Grady provided the Committee with an investment update.

### **4. Disclosure of Voting Conflict**

### **5. Public Comment**

### **6. Meeting Minutes**

- A. **Staff Recommends a MOTION TO APPROVE:**

Joint Board and Finance & Audit Committee Meeting Minutes of September 10, 2020

**CONCLUSION/ACTION:** Michael Burke made a motion to approve the Joint Board and Finance & Audit Committee Meeting Minutes of September 10, 2020 as presented. The motion was duly seconded by Nancy Banner. There being no objection, the motion passed unanimously.

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

**CONCLUSION/ACTION:** Nancy Banner made a motion to approve the Consent Agenda as presented. The motion was duly seconded by Michael Burke. There being no objection, the motion passed unanimously.

- A. **ADMINISTRATION**

- 7A-1. **RECEIVE AND FILE:**

December 2020 Internet Posting of District Public Meeting

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=327&m=0|0&DisplayType=C>

- 7A-2. **RECEIVE AND FILE:**

Finance and Audit Committee Attendance

- 7A-3. **RECEIVE AND FILE:**

Proposed Schedule for 2021 Finance and Audit Committee Meetings

### **8. Regular Agenda**

- A. **ADMINISTRATION**

- 8A-1. **RECEIVE AND FILE:**

Health Care District Financial Statements – September 2020

Ms. Davis reviewed the information provided in the Management Discussion and Analysis of the unaudited September 2020 Financial Statements. Ms. Davis informed the Committee that the audited Financial Statements will reflect additional revenue received after the publication of the current financial report.

Ms. Davis reported on the current and projected financial impact of COVID-19 across all facilities of the Health Care District including the District's COVID-19 testing sites and responded to questions.

8A-2. **RECEIVE AND FILE:**  
Internal Audit Update and Development

Mr. Burrill introduced Betsy Bittar as the newly hired Senior Internal Auditor and Cherry Bekaert, LLC as an outside Internal Audit organization hired to perform as a co-source resource with Internal Audit staff.

8A-3. **Staff Recommends a MOTION TO APPROVE:**  
Amendment to the Finance and Audit Committee Charter

Ms. Shahriari outlined the proposed amendment to the Finance and Audit Committee Charter allowing for voting by telephonic or electronic communication for Committee members who are absent as long as there is a quorum present. Ms. Shahriari stated that the Amendment was drafted to be uniform with the Bylaws of the Health Care District Board and that the Amendment would be adopted as is unless and until the Attorney General updates the guidelines.

**CONCLUSION/ACTION: Joe Gibbons made a motion to approve the Amendment to the Finance and Audit Committee Charter. The motion was duly seconded by Rick Sartory. There being no opposition, the motion passed unanimously.**

8A-4. **Staff Recommends a MOTION TO APPROVE:**  
Sponsored Programs Award Recommendations

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

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

**9. Comments**

**A. CEO Comments**

Ms. Davis reported on the separation of Joel Snook as CFO. She informed the Committee that a search is underway for a replacement and that she would act as CFO until an interim can be put in place while Human Resources identifies a candidate to fill that position.

Ms. Davis informed the Committee that Sofia Eccleston, a candidate to fill the position vacated by Joe Bergeron at the end of his term on the Finance and Audit Committee will be presented to the Board for approval.

**B. CFO Comments**

**C. Committee Member Comments**

**10. Motion to Adjourn**