

**LAKESIDE HEALTH ADVISORY BOARD
AGENDA**

**February 12, 2019 at 9:30 am
Lakeside Medical Center
39200 Hooker Highway
Belle Glade, FL 33430**

- 1. Call to Order – Rev. Robert Rease, Chair**
 - A. Roll Call
 - B. Invocation
 - C. Pledge of Allegiance
- 2. Agenda Approval**
 - A. Additions/Deletions/Substitutions
 - B. Motion to Approve Agenda
- 3. Awards, Introductions and Presentations**
 - A. Recognition of Angela Pope for Service to the LHAB
 - B. Memento in Recognition of Sandra Gove Chamblee's Legacy
 - C. Introduction of New Board Member
- 4. Disclosure of Voting Conflict**
- 5. Public Comment**
- 6. Meeting Minutes**
 - A. **Staff recommends a MOTION TO APPROVE:**
Lakeside Health Advisory Board Meeting Minutes of August 14, 2018.
[Pages 1 - 6]
 - B. **Staff recommends a MOTION TO APPROVE:**
District Board and Lakeside Health Advisory Board Joint Meeting Minutes
of November 27, 2018.
[Pages 7 - 16]

7. Consent Agenda – Motion to Approve Consent Agenda Items

A. RECEIVE AND FILE:

February 12, 2019 Internet Posting of District Public Meeting

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=250&m=0|0&DisplayType=C>

8. Regular Agenda

A. RECEIVE AND FILE:

LMC Monthly Update
(Stephanie Dardanello) (Verbal)

B. RECEIVE AND FILE:

Quality Data Update (Under Separate Cover)
(Janet Moreland) (Verbal)

C. RECEIVE AND FILE:

Financial Update
(Dawn Richards) (Verbal)

D. RECEIVE AND FILE:

Bylaws of Lakeside Health Advisory Board
(Tom Cleare) (17- 25)

E. MOTION TO APPROVE:

Nomination of Vice Chair
(Tom Cleare) (Verbal)

9. Staff Comments

10. Board Member Comments

11. Establishment of Lakeside Health Advisory Board Meetings for 2019

Tuesday, May 14, 2019

Tuesday, August 13, 2019

Tuesday, November 26, 2019 - Joint Meeting with the Health Care Board

12. Motion to Adjourn



LAKESIDE HEALTH ADVISORY BOARD

Summary Meeting Minutes

August 14, 2018, 9:30 a.m.

Belle Glade City Commission Chambers

1. Call to Order

Reverend Robert Rease, Chair, called the meeting to order at 9:30 a.m.

A. Roll Call

Board members present: Sandra Chamblee, Vice Chair; Mary Weeks, Secretary; Donia Roberts; Dr. Alina Alonso; Dr. Maria Vallejo, and Eddie Rhodes.

Board members absent: Julia Hale and Angie Pope.

Staff and Guests: Darcy Davis, Chief Executive Officer; Dr. Tom Cleare, VP of Strategy; Dawn Richards, VP & Chief Financial Officer; Valerie Shahriari, VP & General Counsel; Dr. Belma Andric, Chief Medical Officer and Executive Director of Clinic Services; Cindy Yarbrough, Chief Information Officer; Steven Hurwitz, VP of Human Resources and Communications; Karen Harris, VP of Field Operations; Stephanie Dardanella, Administrator of Lakeside Medical Center, Janet Moreland, Director of Nursing; Dr. Kenneth Schepke, Director of Emergency Service; and Robin Kish, Sr. Corporate Communications Strategist.

Recording/Transcribing Secretary: Kay Heffner

B. Invocation

Mary Weeks led the invocation.

C. Pledge of Allegiance

The Pledge of Allegiance was recited.

2. Agenda Approval

A. Additions/Deletions/Substitutions

None.

B. Motion to Approve Agenda

CONCLUSION/ACTION: Ms. Chamblee made a motion to approve the agenda as presented. Motion was duly seconded by Dr. Alonso. A vote was called, and the motion passed unanimously.

3. Awards and Presentations

- A. Recognition of Gilberto Alvarez for Service to the Lakeside Health Advisory Board.
- B. Introduction of New Board Members Dr. Maria M. Vallejo, who is Vice President for Growth and Expansion at Palm Beach State College, and Eddie Rhodes, who is a long time resident of Belle Glade.
- C. A video of the Lakeside Medical Center Residency Graduation was shown.

4. Disclosure of Voting Conflict

None.

5. Public Comment

None.

6. Meeting Minutes

- A. Staff Recommends a MOTION TO APPROVE:
Lakeside Health Advisory Board Meeting Minutes of May 1, 2018.

CONCLUSION/ACTION: Dr. Alonso made a motion to approve the meeting minutes of May 1, 2018 as presented. Motion was duly seconded by Ms. Weeks. A vote was called, and the motion passed unanimously.

7. Consent Agenda - Motion to Approve Consent Agenda Items

CONCLUSION/ACTION: Dr. Alonso made a motion to approve the Consent Agenda items. Motion was duly seconded by Ms. Chamblee. A vote was called, and the motion passed unanimously.

- A. RECEIVE AND FILE:
August 14, 2018 Internet Posting of District Public Meeting
<http://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=211&m=010&DisplayType=C>

8. Regular Agenda

A. RECEIVE AND FILE:

Lakeside Medical Center Update.

Stephanie Dardanello presented this update. She discussed the updates to the facility such as a new airhandler, blinds, boilers, compactor switch, emergency radios, lift station pump, irrigation system, and panic button. The painting of the interior is 80% complete. Damage from Hurricane Irma to the signage, awnings, and landscaping have be replaced and costs send to FEMA. Hurricane Preparedness and Exercise has been initiated.

In response to Reverend Rease's question on the reopening of the chapel, Ms. Dardanello informed that it is up and running, but needs some upgrades. They have a rotation of ministers coming in.

Dr. Scheppke updated the board on the success of the Emergency Department. There are ongoing discussions with AMR about having a presence at LMC. Trauma Hawk is already onboard.

CONCLUSION/ACTION: Received and filed.

B. RECEIVE AND FILE:

Quality Date Update.

Janet Moreland, who is the Director of Nursing at Lakeside Medical Center, presented this update. She discussed the quality programs and initiatives. They included the Centers for Disease Control and Prevention, Center for Medicare and Medicaid Services, The Joint Commission, QualityNet, Florida Hospital Association, Hospital Consumer Assessment of Healthcare Providers and Systems, Failure Mode Effectiveness Analysis, Influenza Administration and Action Plan, and the monthly Quality and Patient Safety Improvement Committee meeting.

Ms. Moreland also discussed the education and training at the hospital. They included skills fairs for all employees, TeamStepps Training, CDC/NHSN Reporting and wound care assessment and documentation, Press Ganey Education Training, webinars for new quality measures for 2019, and monthly review of The Joint Commission Standards with all managers and supervisors.

CONCLUSION/ACTION: Received and filed.

C. RECEIVE AND FILE:
Managed Care.

Valerie Shahriari presented on Managed Care. Ms. Shahriari discussed the Managed Care contracts and in particular the payor relationships, as well as exploring the opportunities for increased revenue. A discussion on provider enrollment included Vistar eVIPS Software Implementation, which consists of a centralized database, integrates the current credentialing software, provides real-time dashboards, and automates payer enrollment.

CONCLUSION/ACTION: Received and filed.

D. RECEIVE AND FILE:
Information Technology (IT) Initiatives.

Cindy Yarbrough presented the Information Technology (IT) Initiatives. Ms. Yarbrough discussed IT's goal to improve quality of our patient's care by utilizing technology to maximize the effectiveness of the District's operations. Some of these goals include a new Electronic Health Record (HER) system, improve our security initiatives and pursue Health Information Exchange (HIE). The HIE would give us the ability to share secured patient information across care settings, both internally and externally. The end goal is to achieve one patient, one record.

CONCLUSION/ACTION: Received and filed.

E. RECEIVE AND FILE:
Strategic Planning Update.

Dr. Cleare presented the Strategic Planning Update. Dr. Cleare discussed the Health Care District Board's Strategic Planning meeting, which was held on July 24, 2018. He discussed the Operational Scorecard and the 2018-2019 Performance Goals Highlights. The District realized savings from changing from a fully insured to self-funded health insurance plan; by assigning all District Cares patients to the C.L. Brumback Clinics; and the District's Trauma Program by the funding methodology for anesthesia and radiology to a fee-for-service structure from the previous call pay methodology.

The 2018-2019 Performance goals for the C.L. Brumback Primary Care Clinics include opening an Addiction Stabilization Center, move the Belle Glade Medical Clinic to Lakeside Medical Center, open a Mobile Health Clinic, and expand patient volume for Medication Assisted Treatment Program.

The goals for the Managed Care – District Cares include adding a behavioral health benefit to the District Cares Plan and modifying District Cares benefits to Complement Clinic Services.

The goals for Trauma include transition of payment methodology from on-call pay model to reimbursement for services to uninsured patients.

The goals for IT include acquiring a new Electronic Health Record (HER) system for LMC, improve HCD security effectiveness to 87%, and develop a master patient record through alliances with available Health Information Exchanges (HIE).

The goal for Public Relations is to develop and implement a Public Awareness Campaign.

CONCLUSION/ACTION: Received and filed.

9. Staff Comments

Darcy Davis introduced Steven Hurwitz, who is our VP of Human Resources and Communications.

Ms. Davis invited the Board to the Ribbon Cutting of the new Mobile Clinic, which will be held at the E.J. Healey Nursing and Rehabilitation Center on August 31, 2018 at 4:00 pm. Dr. Alonso commented that this will be great public relations for the Health Care District. The mobile van will be traveling around to homeless shelters and churches in the county.

10. Board Member Comments

Ms. Chamblee welcomed the new Board members.

11. Upcoming Meetings

Tuesday, November 27, 2018 at 2:00 p.m. – Joint Meeting with the Health Care District Board (1515 N. Flagler Drive, West Palm Beach, FL 33401)

12. Establishment of Lakeside Health Advisory Board Meetings for 2019

Tuesday, February 12, 2019

Tuesday, May 14, 2019

Tuesday, August 13, 2019

Tuesday, November (TBD), 2019 – Joint Meeting with the Health Care District Board

13. Motion to Adjourn

There being no further business, the meeting was adjourned at 11:00 a.m.

Mary Weeks, Secretary

Date



**HEALTH CARE DISTRICT OF
PALM BEACH COUNTY
BOARD OF COMMISSIONERS AND LAKESIDE HEALTH ADVISORY BOARD
JOINT BOARD MEETING
SUMMARY MINUTES
November 27, 2018, 2:00 p.m.
1515 N. Flagler Drive, Suite 101
West Palm Beach, FL 33401**

1. Call to Order

Brian Lohmann called the meeting to order.

A. Roll Call

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

Lakeside Health Advisory Board members present included: Rev. Robert Rease, Mary Weeks, Donia Roberts, Dr. Maria Vallejo, and Eddie Rhodes. Sandra Chamblee, Angie Pope and Julia Hale were absent.

Staff present included: Darcy Davis, Chief Executive Officer; Dawn Richards, 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; and Valerie Shahriari, General Counsel.

Recording/Transcribing Secretary: Heidi Bromley

B. Invocation

Rev. Robert Rease 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. Edward G. Sabin

Chair Lohmann administered the Health Care District Oath of Office to Edward Sabin.

3. Agenda Approval

- A. Additions/Deletions/Substitutions

Ms. Davis would like to add agenda 9A-7 which will be a verbal update on Lakeside Medical Center.

- B. Motion to Approve Agenda

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

4. Awards, Introductions and Presentations

- A. Recognition of Donia Roberts, Lakeside Health Advisory Board. (Chair Lohmann)

One of our most important missions is to provide safe, high quality hospital care to our Glades communities. Today we recognize two volunteer members of the Lakeside Health Advisory Board who dedicated eight years toward guiding our acute-care, teaching hospital in Belle Glade. They are Donia Roberts, Esq., who served as the Lakeside Health Advisory Board's Chair and Vice Chair, and Angela Pope, a well-respected banking professional in the Glades. We are sorry that Angie could not be here today and thank her for her years of dedicated service. I now direct my remarks to Donia...in appreciation of her commitment to the health of the Glades and her eight years of leadership with Lakeside Medical Center. During Donia's tenure, our rural teaching hospital has graduated six classes of Family Medicine Residents. She has supported enhanced community outreach, diabetes prevention and education, and advocated for high patient satisfaction scores. Her guidance has been invaluable. Donia has served the Glades community for more than 20 years through her law practice – she obtained her law degree from Mercer University – and by giving her effort and time to government and non-profit services. In addition to her work on behalf of the Lakeside Health Advisory Board, Donia has served with the United Way of Palm Beach County, Lake Okeechobee Regional Economic Alliance, the Pahokee Rotary Club and many others. Today, we recognize Donia's dedication to the Glades communities and her leadership on behalf of Lakeside Medical Center by presenting this clock memento. We thank you for your time and now, we're giving it back.

B. Legislative Update. (Mat Forrest)

Mat Forest with Ballard Partners introduced himself and provided a little background on the firm. He stated that election season is officially over and last week the new State Legislature was sworn into office. The start of the 2019 Session is just over 3 months away and this memo contains key dates and other updates for us to start the process to determine your legislative agenda for 2019. With new Leadership in both the House and Senate means not only new Committee Chairs but also a new committee structure. The House has announced their structure and a few of the Chairs. Today, the Senate announced its committee structure, Chairs and members. The Session begins in March of 2019. We look forward to further meetings and communication as we prepare the Districts Legislative Agenda for another successful season in Tallahassee.

5. Disclosure of Voting Conflict

Dr. Alonso would like to abstain from 9A-2 the Department of Health Subsidy and 9A-3 Reimbursement for DOH Services in Excess of Contract Maximum. She will serve the Board better by answering questions instead of voting.

6. Public Comment

Public Comment was made by Irv Slosberg regarding the Shattered Dreams Program and how effective it is. He is Chairman of the Board for Dori Saves Lives which has been in business for 14 years. They educate teenagers around the State of Florida and Palm Beach County.

Public Comment was made by Michelle Gonzalez, Chief Executive Officer at Healthy Mothers Healthy Babies. She thanked the Health Care District and Board of Commissioners for investing in their organization in the last several years. We urge you to continue working with us to advance maternal health services in our community.

7. Meeting Minutes

- A. Staff Recommends a MOTION TO APPROVE:
Board Meeting Minutes of September 11, 2018.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the Board Meeting Minutes of September 11, 2018 as presented. The motion was duly seconded by Commissioner Neering. There being no objection, the motion passed unanimously.

- B. Staff Recommends a MOTION TO APPROVE:
TRIM Meeting Minutes of September 11, 2018.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the TRIM Meeting Minutes of September 11, 2018 as presented. The motion was duly seconded by Commissioner Banner. There being no objection, the motion passed unanimously.

- C. Staff Recommends a MOTION TO APPROVE:
Board Meeting Minutes of September 25, 2018.

CONCLUSION/ACTION: Commissioner O'Bannon made a motion to approve the Board Meeting Minutes of September 25, 2018 as presented. The motion was duly seconded by Commissioner Neering. There being no objection, the motion passed unanimously.

- D. Staff Recommends a MOTION TO APPROVE:
TRIM Meeting Minutes of September 25, 2018.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the TRIM Meeting Minutes of September 25, 2018 as presented. The motion was duly seconded by Commissioner Neering. There being no objection, the motion passed unanimously.

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

CONCLUSION/ACTION: Commissioner Neering made a motion to approve the Consent Agenda items. The motion was duly seconded by Commissioner Banner. There being no objection, the motion passed unanimously.

A. **ADMINISTRATION**

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

November 2018 Internet Posting of District Public Meeting.
<http://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=171&m=0/0&DisplayType=C>

8A-2 **RECEIVE AND FILE**

Health Care District Board Attendance.

8A-3 **RECEIVE AND FILE:**

Health Care District Financial Statements - September 2018.

8A-4 **RECEIVE AND FILE:**

Health Care District Financial Statements - October 2018.

8A-5 **RECEIVE AND FILE:**

Proposed Schedule for 2019 Board Meetings.

8A-6 **RECEIVE AND FILE:**

Lakeside Medical Center Confidential Public Records Request Quarterly Report.

8A-7 **RECEIVE AND FILE:**

Annual Report on Compliance and Privacy.

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

FY 2018 Budget Savings.

8A-9 **Staff Recommends a MOTION TO APPROVE:**

Proclamation Recognizing the Health Care District's 30th Anniversary.

8A-10 **Staff Recommends a MOTION TO APPROVE:**

Litigation Settlement.

8A-11 **Staff Recommends a MOTION TO APPROVE:**

Medical Staff Appointments for Lakeside Medical Center.

8A-12 **Staff Recommends a MOTION TO APPROVE:**

FY 2018 Audit Plan and Status Update.

8A-13 **Staff Recommends a MOTION TO APPROVE:**

Medical Device Security Assessment.

9. **Regular Agenda**

A. **ADMINISTRATION**

9A-1 **Staff Recommends a MOTION TO APPROVE:**

Sponsored Programs Award Recommendations.

Dr. Cleare stated that this agenda item represents the award recommendations from the Sponsored Programs Funding Request Selection Committee. In summary, the Committee chose to recommend 20 proposed initiatives with a total funding recommendation of 1,840,120. Staff is requesting an approval.

CONCLUSION/ACTION: Commissioner Daniels made a motion to approve the recommendation by Staff. The motion was duly seconded by Commissioner Alonso. There being no objection, the motion passed unanimously.

9A-2 Staff Recommends a MOTION TO APPROVE:
Department of Health Subsidy.

Dr. Cleare stated that the Department of Health Subsidy will provide funding for Preventive Medicine and Specialty Services for uninsured and underinsured patients for the period of 10/1/2018 through 6/30/2019. This is a shift this year in the way the funding is being provided. In the past it's been on a fee for service; at one point a block grant and also on a case based. This year staff is recommending funding based on the programs identified which would subsidize these programs to allow for the continued services.

CONCLUSION/ACTION: Commissioner Daniels made a motion to approve the Department of Health Subsidy. The motion was duly seconded by Commissioner Neering. There being no objection, the motion passed unanimously.

9A-3 Staff Recommends a MOTION TO APPROVE:
Reimbursement for DOH Services in Excess of Contract Maximum.

Dr. Cleare stated that the Department of Health provided medical and lab services in excess of the Master Agreement \$2,000,000 maximum. The period of time where services were provided in excess of the maximum allowable were for the months of July, August, and September 2018. This agenda item presents a recommendation to approve up to an additional \$561,739.10 reimbursement for the services provided. Staff is requesting an approval to reimburse the DOH for unpaid medical and lab services in excess of the \$2,000,000 agreement maximum, up to an additional \$561,739.10.

CONCLUSION/ACTION: Commissioner Neering made a motion to approve additional reimbursement for services provided. The motion was duly seconded by Commissioner O'Bannon. There being no objection, the motion passed unanimously.

9A-4 Staff Recommends a MOTION TO APPROVE:
Board Member Standing Committee Service.

Dr. Cleare stated that Board members also serve on Standing Committees and other District Boards. This agenda item prompts the Board to take a look at the current assignments to the Finance and Audit Committee, Quality, Patient Safety and Compliance Committee, Lakeside Health Advisory Board and the CL Brumback Primary Care Clinics Board and make changes accordingly.

Commissioner Lohmann suggested to remove himself from the Finance and Audit Committee and have Commissioner Sabin (who is presently on the Finance and Audit Committee) be a commissioner representative and chair that committee. At

which point, Commissioner Lohmann would replace Phil Ward on the Quality, Patient Safety and Compliance Committee.

CONCLUSION/ACTION: Commissioner Banner made a motion to place Commissioner Sabin as Chair of the Finance and Audit Committee and add Commissioner Lohmann to the Quality, Patient Safety and Compliance Committee. The motion was duly seconded by Commissioner Daniels. There being no objection, the motion passed unanimously.

9A-5 Staff Recommends a MOTION TO APPROVE:
Committee and Board Re-Appointments.

Dr. Cleare stated that this agenda item is requesting the Board approve the re-appoints of Mary Weeks, Sharon Larson, and James Elder to the Quality, Patient Safety and Compliance Committee and to re-appoint Rev. Rease to the Lakeside Health Advisory Board. These are standard first terms that have come to an end so it is time for re-appointment.

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

9A-6 Staff Recommends a MOTION TO APPROVE:
FY 2018 Lakeside Medical Center Budget Amendment.

Ms. Bayik stated that this agenda item provides the Board with the 2018 fiscal year-end budget amendment for Lakeside Medical Center. This year Lakeside Medical Center expenditures exceeded budget primarily due to unanticipated locums fees. We are planning to do an amendment in the amount of \$2.5 million to cover the deficit. The amendment is budget neutral for the District as a whole. Savings in the General Fund's Medical Services expenses allow for the transfer of excess budget dollars to cover shortfalls in Lakeside Medical Center. This amendment needs to be adopted through Board resolution, and also must be adopted within 60 days following the end of the fiscal year. Staff recommends that the Board approve the fiscal year-end 2018 budget amendment through the adoption of Resolution 2019R-001.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the fiscal year-end 2018 budget amendment. The motion was duly seconded by Commissioner Banner. There being no objection, the motion passed unanimously.

At this time Ms. Davis invited Dr. Belma Andric to speak about the construction of the clinic at Lakeside Medical Center and Karen Harris to provide an update on a few action items at Lakeside Medical Center.

Dr. Andric stated that construction is well under way and the demolition is complete. It was done in a safe manner. The hospital was not disturbed in the sense of dust, noise and the worst is behind us. Our goal is to complete the project by March 1, 2019.

Ms. Harris presented the Board with a brief overview of some things that happened at Lakeside Medical Center over the last few months. The hospital received "A" grade from the Leapfrog Group's Fall 2018 Hospital Safety Grade. The hospital also received the Hospital Improvement Innovation Network and Patient Safety award. The 24 hour hospitalists' coverage began on 10/15 which is going well. They also had their AHCA risk survey as well as the joint commission survey around the same time.

10. Committee Reports

10.1 Finance and Audit Committee Report

Commissioner Lohmann reported that we met earlier today and started things off with a farewell to Michael Smith who had been on the committee for 8 years. He expressed how much we appreciated him. We went over the investment report with John Grady from Public Advisors and reviewed the financial statements with Ms. Richards for September.

10.2 Quality, Patient Safety and Compliance Committee Report

Commissioner Alonso stated that we met earlier this morning and had a very good meeting. She congratulated and showed appreciation to all of the staff. We are really being provided with some great data and charts to see the progress and the improvements that we are making. Quality and patient safety is the most important thing we can do for our patients.

10.3 Lakeside Health Advisory Board Report (No Report)

10.4 C.L. Brumback Primary Care Clinics Board Report

Commissioner Neering reported that our Mobile Clinic ribbon cutting was held on 8/30/2015. Between 8/1/2018 to 10/15/2018, the Mobile Clinic has served 805 patients, 114 identified as being homeless, and 252 depression screenings were performed. Our picture was selected as a runner-up in this year's National Association of Community (NACHC) Health Centers Picture Week. In September, we received a Notice of Award notifying us of a grant award in the amount of

\$313,750 to be used for Expanding Access to Quality Substance Use Disorder and Mental Health Services (SUD-MH). At our October Board meeting, Beth Mourelatos, Executive Director, Palm Beach County American Heart Association presented the clinics with the 2018 American Heart Association's Check.Change.Control.Cholesterol™ Gold Award in recognition of their commitment to reducing the risk of heart disease and stroke through improved cholesterol management. The demolition by Chandler Construction at Lakeside Medical Center began in late October. We are currently on track to move our Belle Glade medical and dental clinics into the hospital by April 2019.

11. CEO Comments

Ms. Davis stated that she's been honored to accept some proclamations on behalf of the Health Care District from the City of Belle Glade, the City of Jupiter, and Palm Beach County who have acknowledged and appreciated our 30 year anniversary. I believe there are several other city commission meetings set up for them to honor us as well.

12. Lakeside Health Advisory Board Member Comments

Ms. Roberts stated that there's a gift for all of you; a cook book "Sharing the Goodness of the Glades" from the LMC auxiliary. The auxiliary put this together as a little bit of a fundraiser. There's a dedication to Terry Calsetta along with a bit of history about the auxiliary and what they have done in the past.

In closing remarks, she would like the group to continue the joint meetings. I really think they are beneficial and helpful. And, she would like to continue to educate our community about what we do.

Ms. Weeks stated that she has heard some concerns with the gift shop at the hospital and requested an explanation regarding the audit.

Commissioner Lohmann explained that he met with some folks from the hospital and they went over the audit. Through the internal audit process at the District there were some deficiencies pointed out that need to be addressed in order to be in compliance. Commissioner Lohmann offered to set up a meeting to further discuss.

13. HCD Board Member Comments

14. Establishment of Upcoming Board Meetings

January 29, 2019

- 2:00PM, Health Care District Board Meeting

March 26, 2019

- 2:00PM, Joint Meeting with District Clinic Holdings, Inc. Board

May 28, 2019 - Annual Meeting (Officer Elections)

- 2:00PM, Health Care District Board Meeting

July 30, 2019 (Location TBD)

- 9:00AM, Health Care District Strategic Planning
- 2:00PM, Joint Meeting with Finance and Audit Committee

September 2019 (Dates TBD for two TRIM meetings)

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

November 26, 2019

- 2:00PM, Joint Meeting with Lakeside Health Advisory Board

15. Motion to Adjourn

There being no further business, the meeting was adjourned.

Sean O'Bannon, Secretary

Date

Mary Weeks, Secretary

Date

Bylaws
of
Lakeside Health Advisory Board

Bylaws of Board

Section 1 Statutory Authority

Section 2 Board

Section 3 Officers

Section 4 Meetings

Section 5 Conflicts of Interest

Section 6 Committees

Section 7 Miscellaneous

History of Lakeside Board Bylaws

February 2016
Reflecting Board Action through February 24, 2016

Bylaws
of
Lakeside Health Advisory Board

Section 1 – Statutory Authority

- 1.1 ***Statutory Authority.*** These Bylaws of the Lakeside Health Advisory Board (“Bylaws”) have been adopted as the Bylaws of the Lakeside Health Advisory Board (“Lakeside Board”) as approved by the Board of the Health Care District of Palm Beach County (“District Board”) pursuant to the District Board’s authority granted by the Florida Legislature as set forth in Chapter 2003-326, Laws of Florida (“Health Care Act”).
- 1.2 ***Enactment and Acknowledgement.*** The District Board has enacted, and the Lakeside Board has acknowledged receipt of, the following Bylaws for the governance of the Lakeside Board. These Bylaws shall be utilized until such time as they are modified by an amendment hereto.

Section 2 – Board

- 2.1 ***Board.*** The governing board shall be known as the Lakeside Health Advisory Board or “Lakeside Board” as referred to herein. The Lakeside Board shall have at least seven (7) but no more than eleven (11) members. Each Lakeside Board member shall serve no more than two (2) consecutive four (4) year terms unless otherwise agreed to by the Lakeside Board and approved by the District Board.
- 2.2 ***Membership.*** The District Board shall appoint and reappoint qualified individuals to serve on the Lakeside Board with at least one member of the District Board serving on the Lakeside Board.
- 2.3 ***Reserved Powers of District Board.*** Pursuant to District Resolution 2008R-003, Bylaws of the District Board and District Board Policies the District Board shall exercise exclusive responsibility for matters concerning the Corporation and Hospital mission and values, strategic planning, finance, audit and compliance, executive oversight and governance.

The District Board reserves all general powers not specifically enumerated in these Bylaws.

- 2.4 ***Delegated Powers and Authority.*** The delegated powers and authority of the Lakeside Board is subject to the direction, policies and bylaws of the District Board. No portion of these Bylaws may be construed as superseding or exceeding such enumerated powers. The Lakeside Board shall be responsible for the following matters concerning the Glades Community as delegated by the District Board:

- a. Review and monitor a program that ensures a high level of health care, treatment, services, quality and safety at the District's health care facilities in the Glades community including, but not limited to, the CL Brumback Primary Care Clinic, Lakeside Medical Center, and the School Health Program;
 - b. Regularly evaluate community health needs through District supported needs assessments and serve as health advocates for the Glades community;
 - c. Support fundraising efforts to improve the health of the community;
 - d. Request and authorize the Hospital Medical Staff to formulate and recommend Medical Staff Bylaws and such rules and regulations for the governance of professional services in the Hospital in accordance with applicable state, federal and local laws, rules and regulations and in accordance with the standards of Joint Commission on Accreditation of Healthcare Organizations ("Joint Commission") applicable to hospitals; and
 - e. Participate in the development, preparation, drafting and implementation of strategic planning initiatives for the Glades community as contemplated by the Health Care Act and in conjunction with directives and guidance from the District Board.
- 2.6 ***Compensation; Reimbursement of Expenses.*** No member of the Lakeside Board shall be entitled to receive compensation from the District or Corporation. The Corporation shall reimburse members of the Lakeside Board consistent with the reimbursement provisions of the Health Care Act and District policies and procedures.
- 2.7 ***Indemnification.*** The Corporation shall have power to indemnify members of the Lakeside Board consistent with the indemnification provisions of the Health Care Act. This Section shall be construed to conform with, and when necessary, shall be amended to conform to Section 7 of the Health Care Act.

Section 3 – Officers

- 3.1 ***Officers.*** The Officers of the Lakeside Board shall consist of a Chair, Vice Chair and Secretary. Officers of the Lakeside Board shall be elected at the Annual meeting and shall hold office for a period of one (1) year. Officers may not hold the same office for more than three (3) full terms. The Officers shall be members of the Lakeside Board and they can be recalled from office by a vote of four (4) members of the Lakeside Board.
- 3.2 ***Chair.*** The Chair of the Lakeside Board shall:
- a. Preside at all meetings of the Lakeside Board;

- b. Perform all duties usually pertaining to the office of the Chair; and
 - c. Represent the will of the majority of the Lakeside Board.
- 3.3 ***Vice-Chair.*** The Vice Chair shall assume the duties of the Chair in the absence of the Chair.
- 3.4 ***Secretary.*** The Secretary of the Lakeside Board shall:
- a. Ensure that the minutes of the meeting are accurately recorded;
 - b. Assume the duties of the Chair in the absence of the Chair and Vice Chair;
 - c. Upon receipt and approval by the Lakeside Board, certify by signature the meeting minutes;
 - d. Certify other official papers of the Lakeside Board as required; and
 - e. Perform all other duties usually pertaining to the office of Secretary.

Section 4 - Meetings

- 4.1 ***Meetings.*** The meetings of the Lakeside Board shall be the Annual, Regular and Special meetings. All meetings shall be open to the public unless otherwise provided for by law. At least two meetings per year will be joint meetings with the District Board.
- 4.2 ***Annual Meeting.*** The last Lakeside Board meeting in May of each year shall constitute the annual meeting of the Lakeside Board.
- 4.3 ***Regular Meetings.*** Regular meetings of the Lakeside Board shall be conducted monthly, or as needed. Public notice of each meeting and the date, time and location of same shall be made as required by law. The District Chief Operating Officer, District Chief Executive Officer or Chair may cancel and/or reschedule a Regular meeting, upon proper notice to the Lakeside Board members and the public, if it is determined that a quorum will not be present.
- 4.4 ***Special Meetings.*** The Lakeside Board may convene Special meetings. Such Special meetings shall include, but not be limited to:
- a. ***Emergency Meetings.*** If a bona fide emergency situation exists, an Emergency meeting of the Lakeside Board may be called by the Chair or Vice Chair. An Emergency meeting shall be called and noticed in the same manner as a Regular meeting; however, the timeliness of the notice shall be provided as time reasonably permits under the situation. All actions taken at an Emergency meeting shall be ratified by the Lakeside Board at the next Regular meeting.

- b. **Workshop Meetings.** Workshop Meetings may be combined with other meetings of the Lakeside Board or held separately. Public notice of each Workshop meeting shall be given as required by law. No official business shall be transacted at the Workshop meetings.
 - c. **Strategic Planning Meetings.** The Lakeside Board shall meet to discuss written strategic plans including opportunities to positively impact community health in the Glades in a manner consistent with the District Board directives and applicable laws.
 - d. **Other Special meetings.** The Lakeside Board may convene other Special meetings authorized by and in a manner consistent with law.
- 4.5 **Attendance.** Regular attendance shall be expected for all Lakeside Board members. If a member misses more than twenty-five percent (25%) of the regular Lakeside Board meetings during a twelve (12) month period, the Chair shall advise the District Board.
- 4.6 **Quorum and Procedure.** The presence of a majority of the total members of the Lakeside Board shall be necessary at any meeting to constitute a quorum or transact business.
- The Lakeside Board shall promulgate rules of order for the conduct of all its meetings. All procedural matters not addressed in said rules of order, or by these Bylaws, shall be governed by the latest edition of "Roberts Rules of Order."
- 4.7 **Voting.** Each member shall have one vote which may only be exercised in person. Members may not vote via electronic communication, secret ballot or vote by proxy or designee.
- 4.8 **Meeting Minutes.** Minutes of each meeting shall be accurately taken, preserved, and provided to members at or before the next regular meeting.
- 4.9 **Agenda and Order of Business for Meetings.** There shall be an agenda for every meeting of the Lakeside Board. However, the Lakeside Board shall not be prohibited from discussing and/or taking official action on matters not specifically described or contained in the agenda.

Section 5 - Conflicts of Interest

- 5.1 **General.** The Lakeside Board should avoid entering into contracts or agreements that would be, or give the appearance of being, a conflict of interest.
- 5.2 **Conflict of Interest.** Members of the Lakeside Board are subject to Florida law pertaining to avoidance of conflicts of interest in holding public office, including but not limited to, Part III of Chapter 112, Florida Statutes, the Code of Ethics for Public Officers and Employees as well as any and all other applicable standards as set forth by applicable regulatory and accreditation agencies.

- 5.3 ***Prohibited Financial Interests.*** No Lakeside Board member, administrator, employee or representative of the Lakeside Board, nor any person, organization or agency shall, directly or indirectly, be paid or receive any commission, bonus, kickback, rebate or gratuity or engage in any fee-splitting arrangement in any form whatsoever for the referral of any patient to the District or Corporation.

Section 6 – Committees

- 6.1 ***Committees.*** Pursuant to its delegated authority, the Lakeside Board may designate one or more committees to assist the Lakeside Board in fulfilling its mission. The committees may be Standing or Ad Hoc committees. Ad Hoc committees may be established by the Chair as necessary to assist with short term decisions facing the organization.
- 6.2 ***General Composition of Committees.*** Each committee shall be chaired by one (1) member of the Lakeside Board and have at least three (3) but no more than seven (7) members, who shall all be appointed, re-appointed or removed by the Lakeside Board. Appointment to Standing Committees shall be for a term of four (4) years. Standing committee membership is limited to two (2) full terms. The compositions of each Standing committee shall be regularly reviewed to ensure that each member of its membership meets the requirements set forth by the Lakeside Board for that respective Standing committee.
- 6.3 ***Standing Reports*** The Standing Reports of the Lakeside Board are:
- a. Medical Executive; and
 - b. Medical Staff;
 - c. District, Patient Safety and Risk Management Committee
 - d. District, Finance Committee
 - e. District, Audit and Compliance Committee

Section 7 - Miscellaneous

- 7.1 ***Amendments.*** These Bylaws may only be amended or repealed by the District Board.

- 7.2 ***Subject to Law and Health Care Act.*** All powers, authority and responsibilities provided for in these Bylaws, whether or not explicitly so qualified, are qualified by the provisions of the Health Care Act and applicable laws.
- 7.3 ***Construction.*** These Bylaws shall be construed to conform with, and when necessary, shall be amended to conform to the provisions of the Health Care Act.

CERTIFICATE

This is to certify that I am the Board Secretary of the Board of the Health Care District of Palm Beach County ("District Board") and the foregoing bylaws of the Lakeside Health Advisory Board were duly approved by said District Board at a meeting held on the 24th day of February 2016.

By: _____
Nancy C. Banner, Esq.
Secretary

This is to certify that I am the Board Secretary of the Lakeside Health Advisory Board ("Lakeside Board") and the foregoing Bylaws were duly adopted by said Lakeside Board at a meeting held on the 19th day of February 2016.

By: _____
Mary Weeks, RN
Secretary

HISTORY OF GLADES BOARD BYLAWS

The initial Bylaws of the Glades Rural Area Support Board were first adopted on the 24th day of February 2016. Amendments made subject to Section 7.1 of Glades Board Bylaws are listed below.

Change Number	Date of Adoption	Section(s) Amended
1	May 19, 2009	Title Pages amended to read: Amended and Restated Bylaws of the Glades Rural Area Support Board
2	May 19, 2009	Section 2, Sections 2.4 e. and f. are amended to reflect that Section 2.4 g. will be added. Section 2.4 g. is added to provide that the Glades Board will have authority and power to conduct strategic planning in conjunction with the Holdings Board.
3	May 19, 2009	Section 4, Section 4.4 c. is Amended to be Section 4.4 d. to reflect that a new Section 4.4 c. will be added. Section 4.4 c. is added to provide the Glades Board with the power to conduct Strategic Planning Meetings.
4	May 19, 2009	Section 2.4 c. added.
5	February 24, 2016	Name change to Lakeside Health Advisory Board. Changed reporting structure from Hospital Holdings to District Board. Section 2.1 changed to allow Board members to serve more than 2 consecutive 4 year terms if agreed to by Lakeside and District Board. Section 2.4 Changed focus to entire Glades community from hospital only focus. Deleted 2.4e regarding recruitment, appointment and credentialing of medical staff.