



**HEALTH CARE DISTRICT OF
PALM BEACH COUNTY
BOARD OF COMMISSIONERS MEETING
SUMMARY MINUTES
March 11, 2020
600 Okeechobee Blvd.
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, AVP Planning & Community Engagement; Karen Harris, VP of Field Operations; Steven Hurwitz, Chief Administrative Officer; Deborah Hall, Chief Compliance Officer; Joel Snook, Chief Financial Officer and Nancy Stockslager, 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.

Health Care District Board
Summary Meeting Minutes
March 11, 2020
Page 2 of 8

2. Agenda Approval

A. Additions/Deletions/Substitutions

Ms. Davis stated that we have one substitution to agenda item 9A-3. There is a revised version of the agenda item in your binder.

B. Motion to Approve Agenda

CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the revised agenda. The motion was duly seconded by Commissioner Alonso. There being no opposition, the motion passed unanimously.

3. Awards, Introductions and Presentations

A. Introduction of Chief Information Officer, Nancy Stockslager. (Darcy Davis)

Ms. Davis introduced Ms. Stockslager to the Board of Commissioners.

B. IT Update. (Nancy Stockslager)

Ms. Stockslager provided the Board with an IT update.

C. Research Results – Communications Strategy. (Robin Kish)

Ms. Kish presented information about a research study that was pursued to collect data to better understand our patients and the community at large.

4. Disclosure of Voting Conflict

5. Public Comment

6. Meeting Minutes

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

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

Health Care District Board
Summary Meeting Minutes
March 11, 2020
Page 3 of 8

7. Committee Reports

7.1 Finance and Audit Committee Report – (Commissioner Sabin)

Commissioner Sabin stated that the Finance & Audit committee met yesterday for their quarterly meeting. Mr. Snook reviewed the financial statements. The representatives from Crowe provided an internal audit update. We also approved four individual audits (GHF, DCHI, HCD, and DHHI) which were presented by RSM.

7.2 Good Health Foundation Committee Report – (No Report)

7.3 Quality, Patient Safety and Compliance Committee – (Commissioner O'Bannon)

Commissioner O'Bannon stated that the QPSCC met yesterday. They presented their dashboards from all District facilities and most of the goals were met. He congratulated the Healey Center who met 100 percent of their goals. Everyone did a great job and we are seeing improvement.

7.4 Lakeside Health Advisory Board Report – (Commissioner Alonso)

The Lakeside Health Advisory Board met on March 3, 2020. The Board recognized Mary Weeks for her years of service on the LHAB, the Glades Community and the Hospital. Three presentations were done:

- The new electronic health record - EPIC
- C L Brumback clinic integration into the hospital has been completed.
- Community Outreach – how LMC will be engaging the community – ex: Black Gold; Afro Arts etc....

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

Commissioner Jackson-Moore stated that meetings were held on December 11, 2019, January 29, 2020 and February 26, 2020. The Mock FTCA Audit was held the week of January 27-31. In 2018, 1,362 Health Center Program awardees provided services to 28,379,680 patients, representing nearly 7.6% of the total U.S. population. Over a period of 5 years, the number of funded awardees has grown by 6.6%, with 24% growth in the number of total patients served and averaging an annual increase of almost 5%. It is not a HRSA requirement to have a Board Member join our monthly Quality Council meeting. HRSA Operational Site Visit is scheduled for the week of March 24-26.

Health Care District Board
Summary Meeting Minutes
March 11, 2020
Page 4 of 8

7. Consent Agenda – Motion to Approve Consent Agenda Items

CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the Consent Agenda. The motion was duly seconded by Commissioner Alonso. There being no objection, the motion passed unanimously.

HEALTH CARE DISTRICT

A. ADMINISTRATION

8A-1 RECEIVE AND FILE:

March 2020 Internet Posting of District Public Meeting

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=268&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 December 2019

8A-4 Staff Recommends a MOTION TO APPROVE:

Purchasing Policy

8A-5 Staff Recommends a MOTION TO APPROVE:

Independent Audit Policy

8A-6 Staff Recommends a MOTION TO APPROVE:

Capital Assets Policy

8A-7 Staff Recommends a MOTION TO APPROVE:

2019 Health Care District Audit

8A-8 Staff Recommends a MOTION TO APPROVE:

2019 District Clinic Holdings, Inc. Audit

8A-9 Staff Recommends a MOTION TO APPROVE:

2019 Good Health Foundation, Inc. Audit

8A-10 Staff Recommends a MOTION TO APPROVE:

2019 District Hospital Holdings, Inc. Audit

8A-11 Staff Recommends a MOTION TO APPROVE:

Policy and Procedure Policy

Health Care District Board
Summary Meeting Minutes
March 11, 2020
Page 5 of 8

8. Consent Agenda (Continued)

8A-12 RECEIVE AND FILE:

Summary of Internal Audit Activities and Update

8A-13 RECEIVE AND FILE:

Internal Audit Plan FY 2019 and FY 2020 Status Update and Follow-Up of Management Action Plan Items for Completed Internal Audits

8A-14 Staff Recommends a MOTION TO APPROVE:

Compliance Policies Policy Updates

8A-15 Staff Recommends a MOTION TO APPROVE:

Appointment of Barry Davis to the Lakeside Health Advisory Board

8A-16 Staff Recommends a MOTION TO APPROVE:

Second Amendment to Agreement between Health Care District of Palm Beach County and District Clinic Holdings, Inc.

8A-17 Staff Recommends a MOTION TO APPROVE:

Sublicense Agreement

8A-18 Staff Recommends a MOTION TO APPROVE:

Amendment to the Health Care District Bylaws

8A-19 Staff Recommends a MOTION TO APPROVE:

Amendment to the Lakeside Health Advisory Board Bylaws

DISTRICT HOSPITAL HOLDINGS, INC.

B. ADMINISTRATION

8B-1 Staff Recommends a MOTION TO APPROVE:

Medical Staff Appointment(s) for Lakeside Medical Center

8B-2 Staff Recommends a MOTION TO APPROVE:

Proposed Revisions to the Lakeside Medical Center's Medical Executive Committee Bylaws, Rules and Regulations

8B-3 Staff Recommends a MOTION TO APPROVE:

Amendment to the District Hospital Holdings, Inc. Bylaws

Health Care District Board
Summary Meeting Minutes
March 11, 2020
Page 6 of 8

9. Regular Agenda

A. ADMINISTRATION

9A-1 Staff Recommends a MOTION TO APPROVE: CEO Annual Evaluation

Commissioner Daniels stated that the first item on the Regular agenda is to approve the annual evaluation of Darcy Davis. I believe Mr. Hurwitz has spoken to everyone individually and has held interviews with Staff and all of us. He has made a recommendation and I would like to make a motion to approve the recommendation.

CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the recommendation as presented. The motion was duly seconded by Commissioner O'Bannon. There being no objection, the motion passed unanimously.

9A-2 RECEIVE AND FILE: Trauma Hawk Landing Zones Update

Dr. Cleare stated that this agenda item presents the Board with an update on the allowed landing zones for Trauma Hawk. The District will no longer be able to offer the helicopters for public education, demonstrations, or any promotional events and training at locations such as a sport fields or other open areas throughout the County. Fire-Rescue training exercises and other non-emergency demonstration activities, including the annual "Shattered Dreams" demonstrations or municipal events, may include a District helicopter only at state registered or licensed location. Currently, this would include our hospital helistops and county airports subject to their own restrictions. The new requirements do not impact the ability of the Aeromedical Program to continue its long history of providing orientation and tours of its Palm Beach International Airport facility through its established program.

CONCLUSION/ACTION: Received and filed.

Health Care District Board
Summary Meeting Minutes
March 11, 2020
Page 7 of 8

9. Regular Agenda (Continued)

9A-3 **Staff Recommends a MOTION TO APPROVE:** Board & Committee Appointment Application Process

Dr. Cleare stated that the Health Care District has several community Committees and Boards who provide direction and recommendations to the Health Care District Board of Commissioners. Staff would like to formalize the application screening process to coincide with requirements upheld for the District Board of Commissioners and the recommendations for participants in Federal Health Care Programs. Staff recommends the Board approve the new Board and Committee Appointment Screening Process including the new application, questionnaire and policy.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the Board & Committee Appointment Application Process as presented. The motion was duly seconded by Commissioner Banner. There being no objection, the motion passed unanimously.

10. CEO Comments

11. HCD Board Member Comments

Commissioner O'Bannon congratulated Darcy on a stellar evaluation.

Commissioner Banner stated that we have a vision that keeps evolving and it has taken us to a different level. We are thrilled to have Darcy. She thanked Darcy for everything she has done.

Ms. Davis stated that she is honored to be here. I feel like we continue to make a difference every day. I couldn't do it without the support of the Board and I truly appreciate it. I am grateful and humble to everybody who makes me look good which is the Board and especially the Executive Team and everyone that works for this organization.

Commissioner Sabin stated that he attended a two day conference with Debbie Hall in Ft. Lauderdale a few weeks ago. It was on Compliance and was specifically targeted to Board members. He wanted to highlight that the Board is the governing body responsible for governance, related to that it is recommended that we periodically have executive sessions with the Chief Compliance Officer (one on one) to ensure there are no conflicts that might need to be brought to the Board's attention.

Health Care District Board
Summary Meeting Minutes
March 11, 2020
Page 8 of 8

Commissioner Jackson-Moore said it's been a short time for her but she has had a wonderful onboarding experience by Darcy and her staff. It has been a wonderful experience because of the leadership and her staff. She thanked Darcy for that.

Dr. Alonso gave a brief update on the Coronavirus.

12. CLOSED MEETING FOR DISTRICT HOSPITAL HOLDINGS, INC:
Pursuant to Florida Statute Ch. 395.0193

The closed meeting took place at this time. All persons currently exited the meeting except the following: Chief Executive Officer, General Counsel and the Health Care District Board.

13. Establishment of Upcoming Board Meetings

June 9, 2020

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

(1st) September Meeting (Date TBD)

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

(2nd) September Meeting (Date TBD)

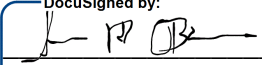
- 4:00 PM, Health Care District Board Annual Meeting (Officer Elections)
- 5:15 PM, Truth In Millage (TRIM) Meeting

December 8, 2020

- 2:00 PM, Health Care District Board Meeting

14. Motion to Adjourn

There being no further business, the meeting was adjourned.

DocuSigned by:


Sean O'Bannon, Secretary

6/10/2020

Date