



**HEALTH CARE DISTRICT OF
PALM BEACH COUNTY
BOARD OF COMMISSIONERS MEETING
SUMMARY MINUTES
May 28, 2019 at 2:00 p.m.
39200 Hooker Highway
Belle Glade, FL 33430**

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, Ed Sabin, Dr. Alonso, and Les Daniels.

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; 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

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. Agenda Approval

A. Additions/Deletions/Substitutions

Ms. Davis stated that she would like to add the Lakeside Medical Center Pharmacy Clean Room Renovation Project to the consent agenda as item 8A-21. The Finance & Audit Committee heard this as a regular agenda and unless there is an objection, we thought it would be appropriate to be put on the consent agenda.

B. Motion to Approve Agenda

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

3. Awards, Introductions and Presentations

A. Introduce New Chief Compliance Officer.

At this time, Ms. Davis introduced the new Chief Compliance & Privacy Officer, Deborah Hall, to the District Board.

B. Legislative Wrap-Up.

Mr. Forrest provided the Board with a Legislative Update.

4. Disclosure of Voting Conflict

5. Public Comment

6. Meeting Minutes

A. **Staff Recommends a MOTION TO APPROVE:**
Board Meeting Minutes of March 26, 2019.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the Board Meeting Minutes of March 26, 2019 as presented. The motion was duly seconded by Commissioner Banner. There being no objection, the motion passed unanimously.

7. Committee Reports

7.1 Finance and Audit Committee Report – (Commissioner Sabin)

Commissioner Sabin stated that we had a Good Health Foundation Board meeting and the Board elected Ed Sabin as Chair, Mike Burke as Secretary, and Joseph Bergeron as Treasurer. We also approved the 2018 annual audit for the Foundation. The Finance and Audit Committee met immediately following the Good Health Foundation and received and filed the April 2019 Financials. We also received and filed a special Internal Audit on the Athena Health Systems per the request of the Committee. We approved the recommendation for the Board to move forward with purchasing two new helicopters.

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

Dr. Alonso stated that we had a quick meeting. We looked at the Compliance matters and welcomed Deborah Hall as the new Chief Compliance and Privacy Officer.

7.3 Lakeside Health Advisory Board Report – (Commissioner Alonso)

Dr. Alonso stated that the Lakeside Health Advisory Board met on May 14, 2019. The Board elected new officers at their annual meeting. Rev. Rease will continue to serve as the Chair, Dr. Alonso as the Vice Chair, and Mary Weeks as the Secretary. The Board also received presentations on the marketing efforts for Lakeside Medical Center and a comprehensive overview of all of the District's activities throughout Palm Beach County. The Lakeside Medical Center monthly update and service line report rounded out the meeting topics.

7.4 C.L. Brumback Primary Care Clinics Board Report – (Commissioner Neering)

Commissioner Neering stated that there were two meetings held; one on April 24th and one earlier today. Construction is underway at the new Mangonia Park Clinic with expectation that we will open in the fall.

HRSA-19-080 - New Access Points (NAP) grant is a new funding opportunity for new sites: Applicants can apply for up to \$650,000 per year for up to 2 years. Funding and new site are then integrated into base funding. The application was submitted on 4/10/2019.

Sunshine Health Barrier Removal Fund: Notification of award received on 5/13/2019 for Lantana and Delray Clinics (approximately \$8,000 per clinic) to make dental services more accessible to members with intellectual and developmental disabilities, specifically - weighted blankets, noise cancelling headphones, TV or DVD player for members needed sensory accommodations to watch while getting dental services.

HRSA-19-079 FY 2019 Oral Health Infrastructure (OHI) Technical Assistance: We submitted the grant application on 5/21/2019 requesting new dental chairs/equipment across three dental clinics and other supplies to implement triple-integrated services in Lantana. The award is up to \$300,000.

Two newest Board members will be joining five team members for the National Association of Community Health Center Conference in Chicago, IL in August.

8. Consent Agenda – Motion to Approve Consent Agenda Items

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

A. **ADMINISTRATION**

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

May 2019 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 April 2019.

8A-4 **Staff Recommends a MOTION TO APPROVE:**

Medical Staff Appointments for Lakeside Medical Center.

8A-5 **Staff Recommends a MOTION TO APPROVE:**

Committee Appointments.

8A-6 **Staff Recommends a MOTION TO APPROVE:**

First Amendment to License Agreement.

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

Primary Care Clinics Strategic Planning 2019.

- 8A-8 **Staff Recommends a MOTION TO APPROVE:**
Audit Plan 2018-2019 Status Update.
- 8A-9 **Staff Recommends a MOTION TO APPROVE:**
Audit Plan 2019-2020 Status Update.
- 8A-10 **RECEIVE AND FILE:**
Management Action Plan Items for Completed Audits.
- 8A-11 **Staff Recommends a MOTION TO APPROVE:**
Credit Balances Controls Audit.
- 8A-12 **Staff Recommends a MOTION TO APPROVE:**
Billing and Collections (Aeromedical) Audit.
- 8A-13 **Staff Recommends a MOTION TO APPROVE:**
Proclamation Recognizing National Nurses Week.
- 8A-14 **RECEIVE AND FILE:**
GMEC Meeting Minutes.
- 8A-15 **Staff Recommends a MOTION TO APPROVE:**
Proclamation Recognizing the Trauma System for Trauma Awareness Month.
- 8A-16 **Staff Recommends a MOTION TO APPROVE:**
Amendment to the Finance & Audit Committee Charter.
- 8A-17 **Staff Recommends a MOTION TO APPROVE:**
Amendment to the Quality, Patient Safety and Compliance Committee Charter.
- 8A-18 **RECEIVE AND FILE:**
Lakeside Medical Center Confidential Public Records Request Quarterly Report.
- 8A-19 **Staff Recommends a MOTION TO APPROVE:**
Third Amendment to Lease Agreement.
- 8A-20 **Staff Recommends a MOTION TO APPROVE:**
HR Policies & Procedures – Volunteer Program & Internship Program.
- 8A-21 **Staff Recommends a MOTION TO APPROVE:**
Lakeside Medical Center Pharmacy Clean Room Renovation Project.

This item (8A-21) was added to the agenda.

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

9. Regular Agenda

A. ADMINISTRATION

**9A-1 Staff Recommends a MOTION TO APPROVE:
Annual Meeting Bylaw Revision.**

Ms. Shahriari stated that this agenda item presents the Board with a recommendation to revise the Bylaws to move the annual meeting of the Board to September of each year. Currently, the Bylaws specify that the annual meeting of the Health Care District Board take place in May of each year. The May date creates the possibility of a partial year for an officer's term if their term is ending September 30th of the same year. Staff recommends the Board approve the Bylaw revision changing the annual meeting from May to September each year.

CONCLUSION/ACTION: Commissioner Sabin made a motion to approve the Annual Meeting Bylaw Revision. The motion was duly seconded by Commissioner Alonso. There being no objection, the motion passed unanimously.

**9A-2 RECEIVE AND FILE:
Committee Member Terms.**

Dr. Cleare stated that this agenda item presents the Board with an update on the process followed for Committee Member Term assignments. During the March 2019 Board meeting, direction was provided to staff to apply committee member terms in a manner that more evenly distributes terms to avoid situations where many committee members term off of a committee at the same time. Current practice had been to follow the process that the Health Care Act prescribes for Board member terms where the terms always end on September 30th at the end of the 4 year term.

CONCLUSION/ACTION: Received and filed.

**9A-3 Staff Recommends a MOTION TO APPROVE:
Helicopter Purchase Request.**

Ms. Davis stated that this agenda item presents a recommendation for the Board to consider and approve the purchase and completion process for two Air Ambulance helicopters to replace the District's current fleet. Staff recommends the Board authorize the CEO to execute a contract based upon the final term recommendations

of the executive negotiation team and the special aviation counsel hired to assist in the completion of the purchase of two helicopters, which meet the needs of the District's Aeromedical Program.

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

10. CEO Comments

Ms. Davis thanked Dawn Richards for her service at the District. Ms. Richards has resigned effective June 25. She has decided to follow her dreams and will be practicing law. She will be moving to Georgia. We want to thank her for all she has done for the Health Care District.

11. Board Member Comments

Commissioner O'Bannon thanked the staff at Lakeside for hosting a great meeting. The tour was phenomenal and the food was excellent. Job well done.

Commissioner Alonso remarked that the new clinic is fabulous. She thinks it will be a big boost for all the patients.

Commissioner Lohmann remarked on how well things are moving along at the hospital. He stated that he received compliments from employees (while touring the hospital) on Ms. Harris and Ms. Dardanello. He thanked Ms. Harris and Ms. Dardanello for their hard work and dedication and asked them to please thank the staff.

12. CLOSED ATTORNEY CLIENT SESSION

Pursuant to Florida Statute Ch. 286.011 (8)

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

July 30, 2019 - Hilton West Palm Beach - 600 Okeechobee Blvd., WPB 33401 (Cypress Room- First Floor)

- 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

14. Motion to Adjourn

There being no further business, the meeting was adjourned.



Sean O'Bannon, Secretary

7/30/19

Date