

Lakeside Health Advisory Board Meeting
June 2, 2020
9:30 A.M.

Meeting Information:

HCD Public Meeting is inviting you to a scheduled Zoom meeting.

Topic: HCD Public Meeting's Personal Meeting Room

Join Zoom Meeting:

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

or

Via telephone dial-in access: (646) 558-8656

Meeting ID: 550 789 5592

Password: 946503



**LAKESIDE HEALTH ADVISORY BOARD
AGENDA**

June 2, 2020 at 9:30 a.m.

JOIN ZOOM MEETING

**39200 Hooker Highway
Belle Glade, FL 33430**

- 1. Call to Order – Rev. Dr. 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**
- 4. Disclosure of Voting Conflict**
- 5. Public Comment**
- 6. Election of Open Secretary Position**
- 7. Meeting Minutes**
 - A. **Staff recommends a MOTION TO APPROVE:**
Board Meeting Minutes of March 3, 2020 [Pages 1 - 4]
- 8. Consent Agenda – Motion to Approve Consent Agenda Items**
 - A. **ADMINISTRATION**
 - 8A-1 **RECEIVE AND FILE:**
June 2020 Internet Posting of District Public Meetings
<https://www.hcdpbc.org/resources/public-meetings?retain=true&RefineModule=1352&StartTax=69&StartDate=&Keywords=&RefineParent=74>

8A-2 **RECEIVE AND FILE:**
Lakeside Health Advisory Board Attendance [Page 5]

9. Regular Agenda

A. **ADMINISTRATION**

9A-1 **RECEIVE AND FILE**
Update on COVID-19 Response from Janet Moreland. Thank You to Community Partners (Janet D. Moreland) [Verbal and PowerPoint]

9A-2 **RECEIVE AND FILE**
Lakeside Medical Center OB Update (Darcy Davis) [Verbal]

9A-3 **RECEIVE AND FILE**
COVID-19 /Community Update and Data (Belma Andric, MD) [Verbal Update]

9A-4 **RECEIVE AND FILE**
Lakeside Health Advisory Board Bylaws Revision. (Tom Cleare) [Page 6-17]

10. Staff Comments

11. Board Member Comments

12. Establishment of Upcoming Meetings

13. Motion to Adjourn

**LAKESIDE HEALTH ADVISORY BOARD
MINUTES**

March 3, 2020 at 9:30 a.m.

Lakeside Medical Center

39200 Hooker Highway

Belle Glade, FL 33430

1. Call to Order – Rev. Dr. Robert Rease, Chair

A. Roll Call

Board Members present: Rev. Dr. Robert Rease, Chair; Eddie Rhodes; Mary Weeks, Secretary; Carolyn Jones; Inger Harvey; Dr. LaTanya McNeal

Board Member absent: Dr. Alina Alonso, Vice Chair

Staff and Guests: Dr. Tom Cleare, VP of Strategy; Darcy Davis, Chief Executive Officer; Karen Harris, VP of Field and Operations; Valerie Shahriari, Esp., VP and General Counsel; Joel Snook, Chief Financial Officer, Dr. Belma Andric, Chief Medical Officer and Executive Director; Janet Moreland, Executive Director of LMC; Steven Hurwitz, Vice President, Chief Administrative Officer; Nancy Stockslager, Chief Information Officer;
Recording/Transcribing Secretary: Rosa Clas and Asha Collier

B. Invocation

Rev. Robert Rease 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: Eddie Rhodes made a motion to approve the agenda. Motion was duly seconded by Inger Harvey. A vote was called, and the motion passed unanimously.

3. Awards, Introductions and Presentations

A. Presentation for Years of Service. (Mary Weeks)

Dr. Rev. Rease recognized Mary Weeks for her eight years (since 2012) of leadership on the Lakeside Health Advisory Board. He presented her with a commemorative plaque. The Board Members and Leadership team took a group picture with Ms. Weeks.

4. Disclosure of Voting Conflict

None

5. Public Comment

None

6. Meeting Minutes

A. Staff recommends a MOTION TO APPROVE:

Board Meeting Minutes of December 4, 2019 (Pages 1 – 3)

CONCULSION/ACTION: Rev. Dr. Rease stated that his name was not spelled correctly, in various places in the minutes. He would like for his name to be corrected in the minutes. Mary Weeks made a motion to approve the meeting minutes of December 4, 2019 with Rev. Dr. Rease’s name spelled correctly. Motion was duly seconded by Dr. LaTanya McNeal. A vote was called, and the motion passed unanimously.

7. Consent Agenda – Motion to Approve Consent Agenda Items

Ms. Darcy Davis stated that in the future the following should be on the Agenda, as consent items: “Attendance” and “Public Notice” (to ensure that the meeting was properly noticed). Rev. Dr. Rease stated that this will be discussed at a later time.

8. Regular Agenda

A. RECEIVE AND FILE

EPIC Update. (Nancy Stockslager) [Verbal Update]

Darcy Davis introduced Ms. Stockslager she is out new Chief Information Officer. Ms. Stockslager gave an overview of the following on EPIC: Why are we doing this? Benefits of Implementing Fully Integrated EHR; Epic Community Connect; Project Timeline; Project Governance; Keys to Success and Upcoming Milestones. Ms. Stockslager gave the Board Members an opportunity to ask questions.

CONCULSION/ACTION: None

B. RECEIVE AND FILE

C.L. Brumback Primary Care Clinics. (Belma Andric, MD) [Verbal Update]

Dr. Andric has been working with the agency for the past seven years. She stated that 6 months ago the clinic was moved to Lakeside Medical Center. By moving the clinic, it is more visible for the patient, they like the new clinic flow and the additional space. The Dental Clinic was added to the clinic. MDI (Medical Dental Integration) Program for the children. If the child is seen for well child visit, they also can be seen in Dental Clinic. Also, they added Mental Health Services full time (last 3 years only had part time by a Mental Health provider).

The patients can be seen by the medical provider and the psychiatrist on the same day. The Pharmacy is also at Lakeside Medical Center. They received their permit and within 60 days they will be fully operational. Dr. Andric gave the Board Members an opportunity to ask questions.

CONCULSION/ACTION: None

C. RECEIVE AND FILE

Community Outreach. (Janet D. Moreland) [Verbal Update]

Ms. Moreland presented her Community Outreach report and also placed a copy in the Board Member's packet. She provided the information on the Enhanced Marketing in the Community that is being done by Lakeside Medical Center. She is serving on the Boys and Girls Advisory Board.

CONCULSION/ACTION: Rev. Dr. Rease would like for the LHAB meeting to be held at a different location (outside of the hospital), in the community and be able to be closer to the public. He would like for LHAB to attend the City Council Meetings and let them know what is happening at Lakeside Medical Center. Janet Moreland stated that the requests have been noted.

Dr. LaTanya McNeal offered for the LHAB meeting to be held at Dolly Hand.

D. RECEIVE AND FILE

Lakeside Health Advisory Board Bylaws Revision. (Tom Cleare) [Page 4]

Mr. Cleare presented the Lakeside Advisory Board Bylaws Revision. He stated that the Annual Meeting has been changed from May to September of each year.

CONCULSION/ACTION: None

9. Staff Comments

Ms. Darcy Davis stated that she received information from Southeast Florida Behavioral Health and County that South County Mental Health (who is temporarily providing crisis stabilization unit) is unable to continue to provide the services, at the end of this month. They asked if HCD can assist or take over. Ms. Davis is presenting at the Strategic Planning next week to see if a long-term, sustainable solution that can be achieved with Lakeside Medical Center being a team player. They are also checking if Lakeside Medical Center can become a Baker Act receiving unit and if they can have a closed unit with beds. She stated they are working on this diligently and looking at funding.

Ms. Davis stated that HCD is having the Strategic Planning Meeting on March 11, at the Hilton, in West Palm Beach. If any Board Member is available, they can attend the morning session.

Ms. Davis and Dr. Andric gave an update on Covid-19.

Karen Harris introduced Dr. Barry Davis to the Board Members. He is a General Surgeon at Lakeside Medical Center. He is going before the HCD Board next week, as a potential LHAB Member.

10. Board Member Comments

Rev. Dr. Rease asked if Lakeside Medical Center still has a Residency Program. Karen Harris stated that LMC still has the Residency Program. The institutional part of the program has received full accreditation from the ACGME. In January, the Family Medicine Program had a site visit ACGME and it went extremely well. The Lakeside Medical Center Program goes in front of the GME Board on April 15.

11. Establishment of Upcoming Meetings

June 2, 2020 at 9:30 a.m.

12. Motion to Adjourn

CONCLUSION/ACTION: There being no further business, the meeting was adjourned at 10:34 AM.



LAKESIDE HEALTH ADVISORY BOARD
 Lakeside Medical Center
 39200 Hooker Highway
 Belle Glade, FL 33430

ATTENDANCE

2020

Member	March 3, 2020	June 2, 2020	September 1, 2020	December 1, 2020
Rev. Dr. Robert L. Rease, Chair	Yes			
Mary Weeks, Secretary	Yes			
Alina Alonso, MD	Absent			
Eddie Rhodes	Yes			
Dr. LaTanya McNeal	Yes			
Inger Harvey	Yes			
Carolyn Jones	Yes			
Barry Davis, MD				

LAKESIDE HEALTH ADVISORY BOARD

June 2, 2020

1. Description: Lakeside Health Advisory Board Bylaws Revision.

2. Summary:

This agenda item presents a revision to the Lakeside Health Advisory Board Bylaws.

3. Substantive Analysis:

The Health Care District updated the Lakeside Health Advisory Board Bylaws at their May 12, 2020 meeting adding Section 4.10, Public Emergencies, to enable remote meetings during public emergencies. Attached for your review is a redline version of the bylaws that were adopted. Below is the language that was added:

4.10 *Public Emergencies.* Notwithstanding the above, if an Executive Order, Florida Statute, or Attorney General opinion permits the ability to meet remotely due to a public emergency, the above requirements shall not be applicable.

4. Fiscal Analysis & Economic Impact Statement:

N/A

5. Comments:

N/A

6. Legal and Compliance Review:

N/A

7. Reviewed/Approved by Committee:

N/A

Committee Name

Date Approved

8. Recommendation:

Staff recommends that the Lakeside Health Advisory Board receive and file the Lakeside Health Advisory Board Bylaws Revision.



Thomas W. Cleare, PhD, MBA
Assistant Vice President
Planning and Community Engagement

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

| Reflecting Board Action through ~~December 10, 2019~~ June 9 / July 12, 2020

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; this includes reviewing reports and data from the District Clinic Holdings, Inc. Board and subcommittees of the Health Care District Board, as well as studying reports from Lakeside Medical leadership regarding operations at Lakeside Medical Center.
 - 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. 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.
- 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 quarterly, 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.

4.10 *Public Emergencies. Notwithstanding the above, if an Executive Order, Florida Statute, or Attorney General opinion permits the ability to meet remotely due to a public emergency, the above requirements shall not be applicable.*

Formatted: Justified, Indent: Hanging: 0.49", Right: 0.08", Line spacing: Multiple 1 li, Tab stops: Not at 1.97"

Formatted: Font: Not Bold, Not Italic

Formatted: Font: Not Italic, Not Expanded by / Condensed by

Formatted: Font: Not Italic

Section 5 - Conflicts of interest

- 5.0 *Location.* Meetings shall be held in the Glades community or the Health Care District Offices as designated by the Lakeside Board or the District Chief Executive Officer.
- 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;
 - b. Medical Staff;
 - c. District, Quality, Patient Safety & Compliance Committee
 - d. District, Finance & Audit Committee
 - e. District Clinic Holdings, Inc. Board
 - f. (Ops for LMC)

Section 7- Miscellaneous

- 7.1 ***Amendments.*** These Bylaws may only be amended or repealed by the District Board.
- 7.2 ***Subject to Law of 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 12th day of ~~2019 June~~ May, 2020.

Formatted: Indent: Left: 0.1", Hanging: 0.03"

Formatted: Font: (Default) Times New Roman

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Formatted: Font: (Default) Times New Roman

By: _____

Sean O'Bannon
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 12th day of ~~June, June, 2019~~ June, 2020.

Formatted: Indent: First line: 0"

Formatted: Superscript

By: _____

Secretary

HISTORY OF GLADES BOARD BYLAWS

The initial Bylaws of the Glades Rural Area Support Board were first adopted on the 14th day of January, 2009. 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.

6	November 28, 2017	A revisions to section 2. (a) allowing the Board to review reports and data from the District Clinics Holdings Board from the subcommittees of the HCD Board and review reports from LMC leadership regarding hospital operations. Section 4.1 has been amended to allow for one joint meeting per year rather than two as previously allowed. Section 4.3 amends the regularly scheduled meetings to quarterly rather than monthly, or as needed. Section 5.0 has been amended to add that meeting will be held in the glades community. Section 6.3 have been amended to update the committees listed and add the DCH Board as well as LMC Operational Overview to the list of reports.
7	<u>December 10, 2019</u>	<u>In Section 4.1 Deleted requirement for an annual joint meeting with the District Board.</u>

<p style="text-align: center;">8 7</p>	<p>December 10, 201 June <u>May</u> 9 <u>12</u>, 2020</p>	<p>In Section 4.1 Deleted requirement for an annual joint meeting with the District Board. Added Section 4.10 permitting remote meetings during public emergencies.</p>
--	---	---