

**GOOD HEALTH FOUNDATION BOARD MEETING
SUMMARY MINUTES
September 10, 2019
1515 N Flagler Drive, Suite 101
West Palm Beach, FL 33401**

1. Call to Order – Ed Sabin

A. Roll Call

Good Health Foundation Board Members Present: Edward Sabin, Chair; Leslie Daniels; Joseph Bergeron; Michael Burke; Mark Marciano; Richard Sartory and Joseph Gibbons.

Staff and Guests: Darcy Davis, Chief Executive Officer; Dr. Tom Cleare, VP of Strategy; Valerie Shahriari, VP and General Counsel; Joel Snook, VP and Chief Financial Officer; and Deborah Hall, VP Compliance and Privacy Officer, Internal Audit.

Recording/Transcribing Secretary: Tanya McCain

2. Agenda Approval

A. Additions/Deletions/Substitutions

None

B. Motion to Approve Agenda

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

3. Awards, Introductions and Presentations

None

4. Disclosure of Voting Conflict

None

5. Public Comment

None

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6. Meeting Minutes

Staff Recommends a MOTION TO APPROVE:

Good Health Foundation Board Meeting Summary Minutes of July 30, 2019

CONCLUSION/ACTION: Mr. Marciano made a motion to approve the Good Health Foundation Board Meeting Summary Minutes of July 30, 2019. There being no opposition, the motion passed unanimously.

7. Consent Agenda - Motion to Approve Consent Agenda Items

CONCLUSION/ACTION: Mr. Daniels made a motion to approve the Consent Agenda. The motion was duly seconded by Mr. Gibbons. There being no opposition, the motion passed unanimously.

A. **ADMINISTRATION**

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

September 10, 2019 Internet Posting of Good Health Foundation Board Meeting
<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=291&m=0|0&DisplayType=C>

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

Updated Employee Assistance Program Procedure

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

Supporting Documentation for the Funding Request Approved at the July 30, 2019 Foundation Board Meeting

8. Regular Agenda

A. **ADMINISTRATION**

8A-1 **Staff Recommends a MOTION TO APPROVE:**

Funding Request Procedure

Dr. Cleare reported on the draft Funding Request Procedure that was developed as a follow-up to the discussion at the July 30th Board Meeting. Dr. Cleare outlined the steps staff will take to bring funding requests before the Board and responded to questions.

CONCLUSION/ACTION: Mr. Daniels made a motion to approve the Funding Request Procedure. The motion was duly seconded by Mr. Bergeron. There being no opposition, the motion passed unanimously.

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8A-2 **Staff Recommends a MOTION TO APPROVE:**

Checking Account Signature Authority

Dr. Cleare reviewed the Foundation's current bank and signature authority as a follow-up to the discussion at the July 30th Board Meeting. He recommended including the CFO as an additional designated signer for the Foundation's checking account and responded to questions.

CONCLUSION/ACTION: Mr. Daniels made a motion to approve the Funding Request Procedure. The motion was duly seconded by Mr. Burke. There being no opposition, the motion passed unanimously.

9. Board Member Comments

Mr. Sartory applauded Ms. Davis and Management for their diligent work on the budget and handling of public funds.

10. Establishment of Upcoming Meetings

December 10, 2019

11. Motion to Adjourn

There being no further business, the meeting was adjourned.

DocuSigned by:

Edward G. Sabin

Edward G. Sabin, Chair

6/10/2020

Date