



**HEALTH CARE DISTRICT OF
PALM BEACH COUNTY
BOARD OF COMMISSIONERS & FINANCE AND AUDIT COMMITTEE
JOINT MEETING
SUMMARY MINUTES
September 10, 2019 at 4:00p.m.
1515 N Flagler Drive, Suite 101
West Palm Beach, FL 33401**

1. Call to Order

Nancy Banner called the meeting to order.

A. Roll Call

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

Finance & Audit Committee members present included: Joseph Bergeron, Michael Burke, Richard Sartory, Mark Marciano and Joseph Gibbons.

Staff present included: Darcy Davis, Chief Executive Officer; Dr. Belma Andric, Chief Medical Officer; Dr. Tom Cleare, VP of Strategy; Steven Hurwitz, VP of Human Resources and Communications; Deborah Hall, Chief Compliance & Privacy Officer; Joel Snook, Chief Financial Officer; Patricia Lavelly, Interim Chief Information Officer 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
- 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. Introduction of Joel Snook, Chief Financial Officer.

Ms. Davis introduced Joel Snook, CFO to the Board.

- B. Introduction of Patricia Lavelly, Interim Chief Information Officer.

Ms. Davis introduced Patricia Lavelly, Interim CIO to the Board.

- C. EPIC Follow Up.

Briggs Pille provided the Board with a follow up on EPIC.

- D. Investment Committee Update

Mr. Grady presented the Board with an update on the Investment Committee.

- E. 2020 Budget – Version 2 (Darcy Davis)

Ms. Davis provided the Board with Version 2 of the Health Care District 2020 Budget.

4. Disclosure of Voting Conflict

5. Public Comment

Don Chester - Agenda Item 8A-4- LIP Participation. Mr. Chester also thanked Darcy, Dr. Alonso and Dr. Andric for their help with the influx of patients coming in on the cruise ship due to Hurricane Dorian.

6. Committee Reports

6.1 Finance and Audit Committee Report – (No Report)

6.2 Good Health Foundation Committee Report.

Commissioner Sabin stated that the Good Health Foundation Board met on July 30, 2019. The Board members discussed the Foundation Tax Form 990 and the Articles of Incorporation. The Board requested for a more formal process for dispersing funds when requests are made for expenses or capital purchases that align with the restricted funds held by the Foundation.

6.3 Quality, Patient Safety and Compliance Committee – (No Report)

6.4 Lakeside Health Advisory Board Report.

The Lakeside Health Advisory Board met briefly on August 13th and then turned the meeting over to the Community Health Assessment for Lakeside Medical Center. The Community Health Assessment and subsequent Strategic Initiatives is an IRS requirement for non-profit hospitals. The community group that met will have additional meetings on the Community Health Assessment and the Board will receive the assessment and Strategic Initiatives at a future meeting.

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

Commissioner Neering stated that meetings were held on July 31, 2019 and August 28, 2019. The Belle Glade Clinic: AHCA letter received by architect outlining a few elements that we need to address in order to obtain the Certificate of Occupancy. Unfortunately, we will not be able to open as quickly as we originally hoped, but we will continue to keep you apprised of any changes. Delta Dental Community Care Foundation Grant: Dr. Tibby and her team were awarded \$53,470 to purchase a wheelchair lift to better take care of wheelchair-bound patients. FY2019 Integrated Behavioral Health Grant: We received a total of \$167,000 (\$22,000 more than what we requested) for in support for our new psychologist position in Belle Glade and some additional on-site training in behavioral health integration in January of 2020. We submitted our fiscal year 2020 noncompeting progress report to HRSA.

7. Consent Agenda – Motion to Approve Consent Agenda Items

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the Consent Agenda items as presented. The motion was duly seconded by Commissioner O'Bannon. There being no objection, the motion passed unanimously.

A. **ADMINISTRATION**

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

September 2019 Internet Posting of District Public Meeting.

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=256&m=0|0&DisplayType=C>

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

Health Care District Board Attendance.

7A-3 **Staff Recommends a MOTION TO APPROVE:**

Project Management Policy.

7A-4 **Staff Recommends a MOTION TO APPROVE:**

Internal Audit Plan 2019-2020 Status Update and Management Action Plan Items for Completed Internal Audits.

7A-5 **Staff Recommends a MOTION TO APPROVE:**

Appointment of Dr. LaTanya McNeal to the Lakeside Health Advisory Board.

8. **Regular Agenda**

A. **ADMINISTRATION**

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

Health Care District Financial Statements July 2019.

Ms. Mina Bayik reviewed the information provided in the Management Discussion and Analysis and responded to questions.

CONCLUSION/ACTION: Received and filed.

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

Fiscal Year 2019 Budget Transfers.

Ms. Mina Bayik explained that the District's Budget Policy requires the Board to approve all budget transfers greater than or equal to \$250,000 within a fund or between General Fund programs. Budget transfers do not increase or decrease the approved budget. Staff recommends the Board approve the fiscal year end 2019 budget transfers.

CONCLUSION/ACTION: Commissioner Sabin made a motion to approve the Fiscal Year 2019 Budget Transfers. The motion was duly seconded by Commissioner Alonso. There being no objection, the motion passed unanimously.

8A-3 Staff Recommends a MOTION TO APPROVE:

Fiscal Year 2019 Lakeside Medical Center Budget Amendment.

Ms. Mina Bayik stated a budget amendment is necessary to increase a fund's budget, whose expenditures exceeded the adopted budget, or to add funds for new programs or services. Per Florida Statute 189.016, budget amendments must be adopted by Board resolution, and the budget can be amended within 60 days following the end of the fiscal year. The extended search for finding the correct physician groups to replace the use of locum tenens was the main factor in Lakeside's expenses exceeding budget. Staff recommends the Board approve the Fiscal Year 2019 Lakeside Medical Center budget amendment through the adoption of Resolution #2019R-002

CONCLUSION/ACTION: Commissioner Daniels made a motion to approve the Fiscal Year 2019 Lakeside Medical Center Budget Amendment. The motion was duly seconded by Commissioner Neering. There being no objection, the motion passed unanimously.

8A-4 Staff Recommends a MOTION TO APPROVE:

Low Income Pool Participation for Palm Beach County Hospitals and Federally Qualified Health Centers.

Dr. Cleare stated that this agenda item presents the Board with a request to approve providing a Local Intergovernmental Transfer for Palm Beach County Hospitals and Federally Qualified Health Centers' for their participation in the 2019-20 Low Income Pool Program. Staff recommends the Board approve funding the 2019-2020 Low Income Program IGT funding for the hospitals and FQHCs and authorize the CEO to execute the required Agreements.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the Low Income Pool Participation for Palm Beach County Hospitals and Federally Qualified Health Centers. The motion was duly seconded by Commissioner Sabin. There being no objection, the motion passed unanimously.

9. CEO Comments

10. Finance & Audit Committee Member Comments

11. HCD Board Member Comments

12. Establishment of Upcoming Board Meetings

September 24, 2019

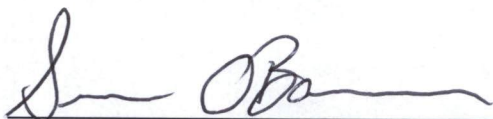
- 4:00PM, Health Care District Board Meeting
- 5:15PM, Truth In Millage (TRIM) Meeting

December 10, 2019

- 2:00PM Health Care District Board Meeting

13. Motion to Adjourn

There being no further business, the meeting was adjourned.



Sean O'Bannon, Secretary

12/10/19

Date