



**HEALTH CARE DISTRICT OF
PALM BEACH COUNTY
BOARD OF COMMISSIONERS ANNUAL MEETING
SUMMARY MINUTES
September 24, 2019 at 4:00 p.m.
1515 N Flagler Drive, Suite 101
West Palm Beach, FL 33401**

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; Ed Sabin, Dr. Alonso, and Les Daniels. Cory Neering was absent.

Staff present included: Darcy Davis, Chief Executive Officer; Joel Snook, Chief Financial Officer; Dr. Belma Andric, Chief Medical Officer; Dr. Tom Cleare, VP of Strategy; Karen Harris, VP of Field Operations; 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 three (3) agenda items to the Regular agenda: 10A-3 – Lease Agreement for New Clinic; 10A-4 – Fourth Amendment to Lease Agreement; 10A-5 – Fifth Amendment to Lease Agreement.

B. Motion to Approve Agenda

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

3. **Awards, Introductions and Presentations**

A. Recognition of Brian Lohmann.

Ms. Davis stated that Brian and I came to the District about the same time and I've had the privilege of getting to know him over these last 8 years. I have tremendous appreciation and respect for Brian. When he joined the Health Care District Board in 2011, Brian was immediately recruited to serve as Chair of the Finance Committee. He set the tone for fiscal responsibility and efficiency with an eye on meeting future needs. For the past 8 years, Brian has served as the county appointee for the Glades' on the Board. He's been a proud advocate of expanding access to quality care in the rural, western tri-cities. But his legacy is how well he has represented the entire county. During his time as Chair, Brian lit a fuse that ignited progress and advancement. Under his steady leadership, financial expertise and oversight, the District has made tremendous strides. There are so many contributions he has made to the District and Palm Beach County, but I will stop here and simply say....Thank you, Brian, for your leadership of our safety net, health care system. Your commitment to patients and county taxpayers has been exemplary and steadfast. We hope to see more of you in the future.

4. **Disclosure of Voting Conflict**

5. **Public Comment**

Nancy Bolton thanked Darcy and the support of the Board in partnering with the County to assist with the Dorian evacuation effort.

6. **Election of Officers**

A. Chair

Commissioner Banner made a motion to elect Les Daniels as chair. The motion was duly seconded by Commissioner O'Bannon. There being no opposition, the motion passed unanimously.

B. Vice Chair

Commissioner Alonso made a motion to elect Nancy Banner as vice chair. The motion was duly seconded by Commissioner Lohmann. There being no opposition, the motion passed unanimously.

C. Secretary

Commissioner Banner made a motion to elect Sean O'Bannon as secretary. The motion was duly seconded by Commissioner Alonso. There being no opposition, the motion passed unanimously.

7. **Meeting Minutes**

A. **Staff Recommends a MOTION TO APPROVE:**

Board Meeting Minutes of July 30, 2019.

CONCLUSION/ACTION: Commissioner Lohmann made a motion to approve the Board Meeting Minutes of July 30, 2019 as presented. The motion was duly seconded by Commissioner Alonso. There being no objection, the motion passed unanimously.

8. **Committee Reports**

8.1 Finance and Audit Committee Report – (No Report)

8.2 Good Health Foundation Committee Report – (Commissioner Sabin)

Commissioner Sabin stated that the Good Health Foundation Board met on September 10, 2019. The Board approved a procedure for handling funding requests from the foundation and appointed Joel Snook as an additional signer on the foundation bank account since previously Darcy was the only signer.

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

8.4 Lakeside Health Advisory Board Report – (No Report)

8.5 C.L. Brumback Primary Care Clinics Board Report – (No Report)

9. **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 Banner. There being no objection, the motion passed unanimously.

A. **ADMINISTRATION**

9A-1 **RECEIVE AND FILE:**

September 2019 Internet Posting of District Public Meeting.

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=293&m=0|0&DisplayType=C>

9A-2 **RECEIVE AND FILE:**

Health Care District Board Attendance.

9A-3 **RECEIVE AND FILE:**

Proposed Meeting Schedule for 2020 Board Meetings.

9A-4 **Staff Recommends a MOTION TO APPROVE:**

Medical Staff Appointment(s) for Lakeside Medical Center.

9A-5 **Staff Recommends a MOTION TO APPROVE:**

Amendment to the Health Care District Bylaws.

9A-6 **Staff Recommends a MOTION TO APPROVE:**

Amendment to the Quality, Patient Safety & Compliance Committee Charter

9A-7 **Staff Recommends a MOTION TO APPROVE:**

Amendment to the Finance & Audit Committee Charter.

10. **Regular Agenda**

A. **ADMINISTRATION**

10A-1 **Staff Recommends a MOTION TO APPROVE:**

Board Member Standing Committee Service.

Dr. Cleare stated that District Board Members also serve on Standing Committees and other Boards. This agenda item presents the list of the current Standing Committees and Boards that Board members currently serve on and future services going forward. The Health Care District Bylaws specify that a minimum of two Board members shall be appointed to each standing committee of the Board, one of which will chair the committee. The current and future Board member assignments were presented.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the future Committee and Board Member Assignments as presented. The motion was duly seconded by Commissioner Lohmann. There being no objection, the motion passed unanimously.

10A-2 Staff Recommends a MOTION TO APPROVE:

Fiscal Year 2019 Healey Center Budget Amendment.

Ms. Mina Bayik stated that 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. Unanticipated salary costs resulting from two annual surveys within the same 6 months, staffing for the recent hurricane, and a market pay increase for CNAs resulted in the Healey Center's expenses exceeding the adopted budget. Staff recommends the Board approve the Fiscal Year 2019 Healey Center budget amendment through the adoption of Resolution #2019R-003.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the Healey Center Budget Amendment. The motion was duly seconded by Commissioner Lohmann. There being no objection, the motion passed unanimously.

ADDITIONS:

10A-3 Staff Recommends a MOTION TO APPROVE:

Lease Agreement for New Clinic.

Dr. Cleare stated that this agenda item presents information on the Lease Agreement for the New CL Brumback Primary Care Clinic. The CL Brumback Primary Care Clinic have identified a location for a new clinic at 2151 Congress Avenue, Suite 204, West Palm Beach, Florida 33407. This location will co-locate the new clinic adjacent to the planned Addiction Stabilization Center. The new location is near turn-key ready with minimal renovations being made by the landlord to meet the programming and design needs of the clinic. Based on the minimal renovations required the clinic is anticipated to be operational at the beginning of October. Staff recommends the Board approve the Lease Agreement for New Clinic at 2151 Congress Avenue, Suite 204, West Palm Beach, Florida 33407.

CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the Lease Agreement for the New Clinic. The motion was duly seconded by Commissioner Lohmann. There being no objection, the motion passed unanimously.

10A-4 **Staff Recommends a MOTION TO APPROVE:**

Fourth Amendment to Lease Agreement.

Dr. Cleare stated that this agenda item presents the proposed amendments to the Lease Agreement between District Clinic Holdings, Inc. d/b/a C.L. Brumback Primary Care Clinics and Roy E. Burch Trustee. The District proposes amending the lease to extend the term of the lease by two (2) months. The lease shall end on October 31, 2019.

CONCLUSION/ACTION: Commissioner O'Bannon made a motion to approve the Fourth Amendment to the Lease Agreement. The motion was duly seconded by Commissioner Banner. There being no objection, the motion passed unanimously.

10A-5 **Staff Recommends a MOTION TO APPROVE:**

Fifth Amendment to Lease Agreement.

Dr. Cleare stated that this agenda item presents the proposed amendments to the Lease Agreement between District Clinic Holdings, Inc. d/b/a C.L. Brumback Primary Care Clinics and Roy E. Burch Trustee. The District proposes amending the lease to extend the term of the lease by two (2) months. The lease shall end on December 31, 2019. Staff recommends the Board approve the Fifth Amendment to the Lease Agreement.

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

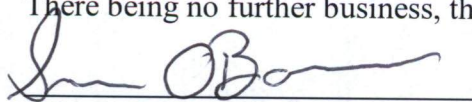
11. **CEO Comments**
12. **Board Member Comments**
13. **Establishment of Upcoming Board Meetings**

December 10, 2019

- 2:00PM, Health Care District Board Meeting

14. **Motion to Adjourn**

There being no further business, the meeting was adjourned.



Sean O'Bannon, Secretary

12/10/19

Date