



HEALTH CARE DISTRICT BOARD

MEETING AGENDA

September 26, 2024 at 4:00PM

1515 N Flagler Drive, Suite 101

West Palm Beach, FL 33401

Remote Participation Link:

<https://zoom.us/j/5507895592?pwd=REZ4TWtYUXowQWNpWTBaVXRzZldDQT09>

Telephone Dial-in Access: (646) 558-8656 / Meeting ID: 550 789 5592 / Password: 946503

1. Call to Order – Carlos Vidueira, Chair

- A. Roll Call
- B. Invocation
- C. Pledge of Allegiance
- 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

3. Awards, Introductions and Presentations

- A. Recognition of Sean O'Bannon (Darcy Davis)
- B. Community Outreach Initiatives Check Presentation (Darcy Davis)

4. Disclosure of Voting Conflict

5. Public Comment



6. Election of Officers

- A. Chair
- B. Vice Chair
- C. Secretary

7. Meeting Minutes

- A. **Staff Recommends a MOTION TO APPROVE:**
Board Meeting Minutes of September 11, 2024 [Pages 1-7]
- B. **Staff Recommends a MOTION TO APPROVE:**
TRIM Public Hearing Meeting Minute of September 11, 2024 [Pages 8-10]

8. Committee Reports

- 8.1 Finance and Audit Committee – (No Report)
- 8.2 Good Health Foundation Committee – (No Report)
- 8.3 Quality, Patient Safety and Compliance Committee – (Commissioner Gunta)
- 8.4 Lakeside Health Advisory Board – (No Report)
- 8.5 Community Health Centers Board – (Commissioner Ward)

9. Consent Agenda – Motion to Approve Consent Agenda Items

HEALTH CARE DISTRICT

A. ADMINISTRATION

- 9A-1 **RECEIVE AND FILE:**
September 2024 Internet Posting of District Public Meeting
<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=344&m=0|0&DisplayType=C>
- 9A-2 **RECEIVE AND FILE:**
Health Care District Board Attendance [Page 11]
- 9A-3 **Staff Recommends MOTION TO APPROVE:**
Finance and Audit Standing Committee Reappointment (Bernabe Icaza)
[Pages 12- 13]



9. Consent Agenda (Continued)

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

Credentialing and Privileging of Healey Center Practitioner (s)
(Belma Andric) [Pages 14- 15]

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

Modifications to Purchasing Policy (Jessica Cafarelli) [Pages 16- 23]

DISTRICT HOSPITAL HOLDINGS, INC.

B. ADMINISTRATION

9B-1 **MOTION TO APPROVE:**

Medical Staff Appointments for Lakeside Medical Center (Belma Andric, MD)
[Pages 24-26]

10. Regular Agenda

A. ADMINISTRATION

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

FL-FIRST Hospital Directed Payment Program (Jessica Cafarelli) [Pages 27-28]

10A-2 **Staff Recommends MOTION TO APPROVE:**

Department of Health Request for Funding (Darcy Davis) [Pages 29-43]

11. CEO Comments

12. HCD Board Member Comments

13. Establishment of Upcoming Board Meetings

December 11, 2024

- 2:00PM, Health Care District Board Meeting

14. Motion to Adjourn Public Meeting Immediately Following the Conclusion of the Closed Meeting



**HEALTH CARE DISTRICT BOARD AND
FINANCE & AUDIT COMMITTEE
JOINT MEETING MINUTES
September 11, 2024 at 4:00PM
1515 N Flagler Drive, Suite 101
West Palm Beach, FL 33401**

1. Call to Order

Carlos Vidueira called the meeting to order.

A. Roll Call

Health Care District Board members present: Carlos Vidueira, Chair; Sean O'Bannon, Vice Chair (REMOTE); Tammy Jackson-Moore, Secretary (REMOTE); Dr. Jyothi Gunta; Cathleen Ward; Tracy Caruso and Patrick Rooney, Jr.

Finance & Audit Committee members present: Mark Marciano; Joseph Gibbons (REMOTE); and Sophia Eccleston. Heather Frederick and Rick Sartory were absent.

Staff present: Darcy Davis, Chief Executive Officer; Dr. Belma Andric, SVP & Chief Medical Officer; Bernabe Icaza, SVP & General Counsel; Geoffrey Washburn, VP & Chief Human Resources Officer; Candice Abbott, SVP & Chief Operating Officer; Heather Bokor, VP & Chief Compliance, Privacy & Risk Officer; Jessica Cafarelli, VP & Chief Financial Officer; Regina All, Chief Nursing Officer and Dr. Courtney Phillips, VP of Behavioral Health & Clinical Innovations.

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 Jackson-Moore made a motion to approve the agenda as presented. The motion was duly seconded by Commissioner O'Bannon. There being no opposition, the motion passed unanimously.

3. Awards, Introductions and Presentations

- A. Introduction of Weesam Khoury, AVP of External Affairs & Communications

Ms. Davis introduced Weesam Khoury, AVP of External Affairs & Communications.

- B. Introduction of Maxine Sonnenschein, Director of External Affairs

Ms. Davis introduced Maxine Sonnenschein, Director of External Affairs.

- C. Economic Update

John Grady with Public Trust Advisors provided an Economic and Investment Strategy Update.

- D. FY25 Proposed Budget

Ms. Cafarelli presented the Fiscal Year 25 Proposed Budget to the Board and Finance & Audit Committee.

4. Disclosure of Voting Conflict

5. Public Comment

Mr. Don Chester made a public comment regarding to the Local Provider Participation Fund for the Directed Payment Program and Sponsored Programs.

6. Meeting Minutes

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

Board Meeting Minutes of June 12, 2024

CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the Board Meeting Minutes of June 12, 2024. The motion was duly seconded by Commissioner O'Bannon. There being no opposition, the motion passed unanimously.

7. Committee Reports

7.1 Finance and Audit Committee – (No Report)

7.2 Good Health Foundation Committee – (No Report)

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

7.4 Lakeside Health Advisory Board

Commissioner Jackson-Moore stated that the Lakeside Health Advisory Board met on September 4, 2024. Introductions were made: Debora Kirchman-Morell, Respiratory Manager and Weesam A. Khoury, the new AVP of Communications and External Affairs. Ms. Khoury reviewed and provided a copy of "The District Beat" Newsletter. Mr. Sadiku provided a review of the Trauma Agency & Data for the Glades Region. Ms. All provided a School Health Update – Glades Area Schools was tabled for the next LHAB meeting scheduled on December 4, 2024. Merlene Ramnon from the Florida Department of Health provided an overview of the Community Health Division: Health Program & Education Outreach activities and events in Palm Beach County.

7.5 Community Health Centers Board

Commissioner Ward stated that the Flagship Health Center Atlantis is expected to be completed and operational in late October. HRSA released 2023 UDS data awarding the Health Care District with four badges: Health Center Quality Leader Gold, Access Enhancer, Health Disparities Reducer, and PCMH. The Community Health Centers saw 41,245 unique patients and ranked in the first quartile nationally for 11/16 clinical quality of care measures. We extended the hours at our Mangonia Community Health Center to 8:00 AM – 7:00 PM to enhance accessibility for behavioral health patients, with the ultimate goal of providing 24-hour access. Josh Adametz was hired as the AVP & Executive Director of Community Health Centers.

CONCLUSION/ACTION: Commissioner Ward made a motion to approve the Consent agenda. The motion was duly seconded by Commissioner Jackson-Moore. There being no opposition, the motion passed unanimously.

8. Consent Agenda – Motion to Approve Consent Agenda Items

HEALTH CARE DISTRICT

A. ADMINISTRATION

8A-1 RECEIVE AND FILE:

September 2024 Internet Posting of District Public Meeting

<https://www.hcdpbc.org/EventViewTrainingDetails.aspx?Bck=Y&EventID=344&m=0|0&DisplayType=C>

8A-2 RECEIVE AND FILE:

Health Care District Board Attendance

8A-3 Staff Recommends MOTION TO APPROVE:

Health Care District Financial Statements July 2024

8A-4 Staff Recommends MOTION TO APPROVE:

FY25 Budget

8A-5 Staff Recommends MOTION TO APPROVE:

Local Provider Participation Fund for the Directed Payment Program

8A-6 RECEIVE AND FILE:

HCD Performance Review

8A-7 Staff Recommends MOTION TO APPROVE:

2024 Medical Staff Bylaws Rules & Regulation

8A-8 Staff Recommends MOTION TO APPROVE:

Lakeside Health Advisory Board – Amended Bylaws

8A-9 RECEIVE AND FILE:

Recent Regulatory Updates and Industry Enforcement Activity
(June 1, 2024 – August 31, 2024)

9. Regular Agenda

A. ADMINISTRATION

9A-1 Staff Recommends MOTION TO APPROVE:

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

Ms. Cafarelli stated that this agenda item presents the Board with a request to approve providing a Local Intergovernmental Transfer for the Palm Beach County Federally Qualified Health Centers for their participation in the 2024-25 Low Income Pool Program.

CONCLUSION/ACTION: Commissioner Caruso made a motion to approve the Low Income Pool Program IGT Funding for the FQHCs. The motion was duly seconded by Commissioner Ward. There being no opposition, the motion passed unanimously.

9A-2 Staff Recommends MOTION TO APPROVE:

Indirect Medical Education Program

Ms. Cafarelli stated that this agenda item presents the Board with a request to approve funding the Intergovernmental Transfer required for participation in the 2024-25 Indirect Medical Education Program.

CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the funding for the 2024-25 IME IGT for Lakeside Medical Center. The motion was duly seconded by Commissioner Ward. There being no opposition, the motion passed unanimously.

9A-3 Staff Recommends MOTION TO APPROVE:

Medicaid Directed Payment Program – Lakeside Medical Center

Ms. Cafarelli stated that this agenda item presents the Board with a request to approve funding the Intergovernmental Transfer required for participation in the 2024-25 Medicaid Directed Payment Program.

CONCLUSION/ACTION: Commissioner Ward made a motion to approve funding the 2024-25 DPP IGT for Lakeside Medical Center. The motion was duly seconded by Dr. Gunta. There being no opposition, the motion passed unanimously.

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

Approval of Unbudgeted Expenses.

Ms. Cafarelli stated that Kaufman Hall remains engaged with the District for the duration of the fiscal year in working through strategic initiatives related to Lakeside Medical Center. The estimated expense is \$325,000 which can be offset by favorable performance as Lakeside's net margin is \$7.2M favorable to budget as of the July financial statements. Staff recommends the Board approve the unbudgeted expenditures for FY24 related to Kaufman Hall that were not included in the approved FY24 budget.

CONCLUSION/ACTION: Dr. Gunta made a motion to approve the unbudgeted expenditures for FY24. The motion was duly seconded by Commissioner Ward. There being no opposition, the motion passed unanimously.

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

Sponsored Programs

Ms. Abbott stated that this agenda item presents the award recommendations for FY2025 Sponsored Programs from the Sponsored Programs Funding Request Selection Committee. The Committee chose to recommend funding twenty-two proposed community program initiatives with a total funding amount of \$1,195,238.00. The recommendation prioritized balancing each organization's approach to the alignment of the mission and healthcare impact of the District priority areas, providing services that address Social Determinants of Health, and aligning with the priority areas, objectives, and strategies identified in the Community Health Improvement Plan for Palm Beach County.

Each Performance Report must account for the total activity for which the Provider is funded and a Provider representative must certify that all of the requirements have been met during the reporting period. The Provider shall report on the number of clients and visits for the Services using the UniteUs reporting platform.

CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the Sponsored Programs Selection Committee funding recommendation. The motion was duly seconded by Commissioner O'Bannon. There being no opposition, the motion passed unanimously.

10. CFO Comments

Ms. Cafarelli thanked all of her staff for their hard work pulling together the FY25 Budget.

11. CEO Comments

Ms. Davis turned it over to Mr. Icaza who stated that the we reached final settlement on the Healey Center construction matter. He thanked the Board for their patience and staff for all their hard work.

12. HCD Board Member Comments

Chair Vidueira stated that he would like to recommend having future Workshops with the Board. He believes it would be would be beneficial to dive into other issues that aren't necessarily discussed in a Board meeting. His fellow Commissioners agreed to the suggestion.

13. Establishment of Upcoming Board Meetings

September 26, 2024

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

December 11, 2024

- 2:00PM, Health Care District Board Meeting

14. Motion to Adjourn

There being no further business, the meeting was adjourned.

Tammy Jackson-Moore, Secretary

Date



**HEALTH CARE DISTRICT OF PALM BEACH COUNTY
TRUTH IN MILLAGE (TRIM) PUBLIC HEARING MINUTES
September 11, 2024 at 5:15p.m.
1515 N Flagler Drive, Suite 101
West Palm Beach, FL 33401**

1. Call to Order

Carlos Vidueira called the meeting to order.

A. Roll Call

Health Care District Board members present: Carlos Vidueira, Chair; Sean O'Bannon, Vice Chair (REMOTE); Tammy Jackson-Moore, Secretary (REMOTE); Dr. Jyothi Gunta; Cathleen Ward; Tracy Caruso and Patrick Rooney, Jr.

Staff present: Darcy Davis, Chief Executive Officer; Dr. Belma Andric, SVP & Chief Medical Officer; Bernabe Icaza, SVP & General Counsel; Geoffrey Washburn, VP & Chief Human Resources Officer; Candice Abbott, SVP & Chief Operating Officer; Heather Bokor, VP & Chief Compliance, Privacy & Risk Officer; Jessica Cafarelli, VP & Chief Financial Officer; Regina All, Chief Nursing Officer and Dr. Courtney Phillips, VP of Behavioral Health & Clinical Innovations.

Recording/Transcribing Secretary: Heidi Bromley

2. Adoption of Agenda

CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to adopt the agenda. The motion was duly seconded by Commissioner O'Bannon. There being no opposition, the motion passed unanimously.

3. Regular Agenda

A. Public Hearing

1. Announce the proposed millage rate.

"The proposed millage rate of 0.6561 is 4.8% above the rolled-back rate of 0.6247."

- 2. Read into the record the specific purpose for ad valorem taxes.

“The purpose for levying the ad valorem taxes is to provide funding for programs to maximize the health and well-being of Palm Beach County residents by addressing their health care needs and planning for the access and delivery of services. This will be accomplished through the following programs: the trauma system, children’s health programs, care coordination for indigent and medically needy residents, Federally Qualified Health Centers, Lakeside Medical Center and the Edward J. Healey Rehabilitation and Nursing Center and Ground Transportation.”

- 3. Public Comment

B. Motion to adopt the proposed millage rate of 0.6561 mills.

CONCLUSION/ACTION: Commissioner Caruso made a motion to adopt the proposed millage rate of 0.6561 mills. The motion was duly seconded by Commissioner O’Bannon.

Roll Call Vote:

Commissioner Ward	Yes
Dr. Gunta	Yes
Commissioner Caruso	Yes
Commissioner Rooney	Yes
Commissioner Jackson-Moore	Yes
Commissioner O’Bannon	Yes
Chair Vidueira	Yes

C. Motion to adopt the tentative budget of \$304,305,773.

CONCLUSION/ACTION: Commissioner Ward made a motion to adopt the tentative budget of \$304,305,773. The motion was duly seconded by Commissioner O’Bannon.

Roll Call Vote:

Commissioner Ward	Yes
Dr. Gunta	Yes
Commissioner Caruso	Yes
Commissioner Rooney	Yes
Commissioner Jackson-Moore	Yes
Commissioner O’Bannon	Yes
Chair Vidueira	Yes

D. Establish Final Public Hearing date of Thursday, September 26, 2024 at 5:15pm.

E. Adjournment

There being no further business, the TRIM Public Hearing was adjourned.

Tammy Jackson-Moore, Secretary

Date



**HEALTH CARE DISTRICT
BOARD OF COMMISSIONERS**

Board Meeting Attendance Tracking for 2024

	3/14/24	6/12/24	9/11/24	9/26/24	12/11/24
Carlos Vidueira	X	X	X		
Sean O'Bannon	X	REMOTE	REMOTE		
Tammy Jackson-Moore	X	REMOTE	REMOTE		
Patrick Rooney	X	ABSENT	X		
Tracy Caruso	X	X	X		
Dr. Jyothi Gunta	X	X	X		
Cathleen Ward	X	X	X		



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

1. Description: Finance and Audit Standing Committee Reappointment

2. Summary:

This agenda item presents the Board with the recommendation to reappoint a Finance and Audit Standing Committee member to a second term.

3. Substantive Analysis:

The Bylaws of the Health Care District of Palm Beach County state that the Board shall appoint standing committee members to a four (4) year term with the standing committee membership limited to two (2) full terms. This agenda item includes the recommendation to appoint the following member to the Finance and Audit standing committee:

Reappointment:

- Ms. Sophia Eccleston, is a current Finance and Audit Standing Committee member.

4. Fiscal Analysis & Economic Impact Statement:

	Current FY Amounts	Total Amounts (Current + Future)	Budget
Capital Requirements	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>
Net Operating Impact	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>

*Non-budgeted expenditures in excess of \$250,000 require Finance and Audit Committee review and Board approval. Reviewed for financial accuracy and compliance with purchasing procedure:

N/A

 Jessica Cafarelli
 VP & Chief Financial Officer

5. Reviewed/Approved by Committee:

N/A

 Committee Name

N/A

 Date Approved

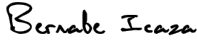


HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

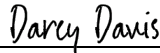
6. Recommendation:

Staff recommends the Board approve the reappointment of the standing committee member.

Approved for Legal sufficiency:

DocuSigned by:


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Bernabe Icaza
SVP & General Counsel

Signed by:


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Darcy J. Davis
Chief Executive Officer

HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

1. Description: Credentialing and Privileging of Healey Center Practitioner (s)

2. Summary:

The below practitioners are recommended for approval by the Chief Medical Officer:

Last Name	First Name	Credentials	Specialty	Credentialing
Reason	Fernanda	APRN	Family Nurse Practitioner	Initial Credentialing
Choueiri	Richard	DO	Physical Medicine and Rehabilitation	Initial Credentialing
Salazar	Armando	MD	Family Medicine	Recredentialing

3. Substantive Analysis:

The practitioners have satisfactorily completed the Recredentialing and privileging process. The credentialing and privileging process ensures that all facility practitioners meet specific criteria and standards of professional qualifications. This criterion includes, but is not limited to:

- Current licensure
- Relevant education, training and experience
- Current clinical competence
- Health fitness, or ability to perform the requested privileges
- Malpractice history (NPDB query)

Primary source and secondary source verifications were performed for credentialing and privileging elements in accordance with state and federal requirements. A nationally accredited Credentials Verification Organization (CVO) was utilized to verify the elements requiring primary source verification.

The Healey Center utilized internal Credentialing staff and the Chief Medical Officer to support the credentialing and privileging process.



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

4. Fiscal Analysis & Economic Impact Statement:

	Current FY Amounts	Total Amounts (Current + Future)	Budget
Capital Requirements	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>
Net Operating Impact	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>

*Non-budgeted expenditures in excess of \$250,000 require Finance and Audit Committee review and Board approval. Reviewed for financial accuracy and compliance with purchasing procedure:

N/A
Jessica Cafarelli
VP & Chief Financial Officer

5. Reviewed/Approved by Committee:

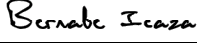
N/A
Committee Name

N/A
Date Approved


6. Recommendation:

Staff recommends the Board approve the Initial Credentialing and Recredentialing and privileging of the Healey Center practitioners.


Approved for Legal sufficiency:

DocuSigned by:


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Bernabe Icaza
SVP & General Counsel

DocuSigned by:


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Belma Andric, MD
Chief Medical Officer

Signed by:


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Darcy J. Davis
Chief Executive Officer



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

1. Description: Modification to Purchasing Policy #2014-10-PP dated 6/29/21

2. Summary:

Pursuant to HCD Board Resolution 2021R-002 Policies and Procedures, the Board must approve any modifications to the Purchasing Policy. Staff recommend enhancements to the District's Purchasing Policy specifically to add clarity regarding purchasing requirements for design and construction services as well as emergency and sole source procurement.

3. Substantive Analysis:

Enhancements and modifications to the District's Purchasing Policy are necessary to;

- delineate the differences between purchases for Goods and Services, and those for Design Services and Construction Services,
- identify those contracts for Design Services and Construction Services that require Board approval,
- update the list of purchases exempt from bidding requirements,
- support and guide the development of detailed purchasing procedures for Design Services and Construction Services, and
- amend the definitions of emergency and sole source procurements.

Florida Statutes have different and specific requirements relating to the procurement of design and construction services. While the current policy and procedures reference the applicable statutes, Staff believes it necessary to specifically incorporate the statutory requirements into the District's Purchasing Policy to allow for consistent and compliant purchase of design and construction services in future. The substance of statutory requirements addresses the issuance of Request for Proposals (RFP), as opposed to bids, for all design services above the statutory threshold and certain construction services, specifically construction managers and program managers increasing the need for more detail including;

- establishing thresholds for when Board approval of Design and Construction services contracts are required,
- establishing a cone of silence between any District personnel involved in the procurement process and firms responding to RFPs for Design or Construction services



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

The definitions of emergency and sole source procurement have been modified to more specifically define the circumstances when these exemptions from the competitive purchasing requirements are utilized while complying with statutory and/or the District's fiduciary responsibilities.

4. Fiscal Analysis & Economic Impact Statement:

	Current FY Amounts	Total Amounts (Current + Future)	Budget
Capital Requirements	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>
Net Operating Impact	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>

*Non-budgeted expenditures in excess of \$250,000 require Finance and Audit Committee review and Board approval. Reviewed for financial accuracy and compliance with purchasing procedure:

N/A

 Jessica Cafarelli

VP & Chief Financial Officer

5. Reviewed/Approved by Committee:

N/A

 Committee Name

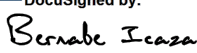
N/A

 Date Approved

6. Recommendation:

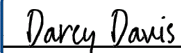
Staff recommends the Board approve the revised Purchasing Policy.

Approved for Legal sufficiency:

DocuSigned by:

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 Bernabe Icaza
 SVP & General Counsel

Signed by:

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 Jessica Cafarelli
 VP & Chief Financial Officer

Signed by:

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 Darcy J. Davis
 Chief Executive Officer



Purchasing Policy

Policy #:	201410-PP	Effective Date:	<u>9/25/2018</u> <u>9/26/2024</u>
Business Unit:	3. District Board Policies	Last Review Date:	04/16/2024
Approval Group:	Finance District Board Policy	Document Owner(s):	Finance
Board Approval Date:	06/29/21 <u>09/26/24</u>		

PURPOSE

The District must ensure that quality Goods and Services, Design Services and Construction Services are procured in a timely manner, at the most competitive costs. The purchasing policy provides for a consistent and systematic method of procuring goods and services required by the District and its affiliates. This policy defines the responsibilities and authority for purchases and ensures compliance with applicable State and Federal laws.

The acquisition, disposal, donation and lease of real property is exempt from this Policy and is governed solely by LEG 1000 Real Property Sale and/or Acquisition.

RESPONSIBILITY

The authority to obligate funds for the purchase of goods (including supplies, materials, finished goods, and equipment) or services is granted to the Chief Financial Officer, unless specifically reserved for the Chief Executive Officer or the District’s Board under this policy. This policy applies to the Health Care District and all of its affiliates- (collectively the “District” hereafter).

Non-budgeted expenditures in excess of \$250,000 for any procurement covered by this Policy requires Finance and Audit Committee review and Board approval.

For Design Services pursuant to section 287.055 Florida Statutes, the following contracts require Board approval.

- Project specific contracts greater than \$325,000
- Project specific planning or study activity greater than \$35,000
- Continuing contracts.

For Construction Services pursuant to section 255.05 Florida Statutes, the following contracts require Board approval.

- Project Specific Construction Manager and Program Manager agreements.
- Guaranteed Maximum Price (GMP) Amendments to project specific construction manager contracts when the GMP is in excess of \$7.5M.
- Continuing construction manager contracts.

Individual task orders against continuing design contracts and GMP amendments less than \$7.5M against continuing CM Agreement would not require Board approval provided the work is fully budgeted.



For Design Services and Construction Services, a cone of silence will apply to all persons involved in the procurement process from the time of bid or proposal submission until the contract is awarded or otherwise terminated.

No expenditure is entirely exempt from this policy, however, certain procurements of goods and services, as enumerated below, may be exempted from the purchase requisition requirement.

Unless otherwise stated within this policy, all purchases require the submission and approval of a Purchase Requisition and will not be processed through other payment means (check request, payroll deduction, etc.)

POLICY

Exempt From Purchase Requisition Requirements

The goods and services listed below are exempt from the purchase requisition requirement:

- Institutional and professional medical claims payments on behalf of members, patients, and residents.
- Refunds to members, patients, and residents.
- Resident entertainment activity prizes (Healey Center only).
- Dues and memberships in trade and professional organizations (if being reimbursed through expense report or paid by corporate credit card).
- Legal settlements, fines, and penalties.
- Payroll ACH refunds.
- Postage (if being paid through petty cash or through the expense report process).
- Security coverage by individual local police officers if offered through a government agency.
- Travel Authorization expenses to be paid by the District in advance of travel to vendors, including registration fees, hotel costs, airline tickets, and/or train tickets.
- Reimbursement of travel expenses for interview candidates.
- Travel Authorization employee-paid expenses, includes meals, mileage, tolls, taxi, and other miscellaneous trip-related expenses.
- Payroll, court ordered payments, garnishments, payments of taxes, and other amounts withheld from employees pay, including employee reimbursements for mileage, dues, and tuition.
- Other employee reimbursements at the discretion of the Chief Financial Officer.
- Purchasing card purchases at the discretion of the Chief Financial Officer.



Contract Requirement

Except where a standard District Purchase Order is authorized (see below), any request for goods or services must be accompanied by a fully executed agreement between the parties and must comply with all District legal policies and procedures, unless otherwise approved by General Counsel and the Chief Financial Officer.

Purchase Orders

The District has established a Purchase Order which contains the District's standard contractual terms and conditions. In lieu of a contract, a standard District Purchase Order may be used for purchases of goods and/or services which meet the following requirements:

- The term of the purchase does not exceed one (1) year;
- The amount of the purchase (s) does not exceed \$10,000;
- The purchase does not create substantial risk or exposure to the District (e.g., property damage, personal injury, or other risk to the District);
- The purchase does not include any construction services; and,
- The purchase is not defined as a capital asset.

If the purchaser has questions about the use of a Purchase Order, the Purchaser should contact Purchasing and/or the General Counsel to discuss.

Competitive Bidding and Competitive Quotes

Except when otherwise required by law, any expenditure for Goods and Services exceeding \$5,000 requires the submission of two (2) competitive bids or quotes ("bid" hereafter) in total and any expenditure exceeding \$10,000 requires the submission of three (3) competitive bids in total and justification for selection if the lowest bid is not selected. For Goods and Services non-construction purchases, the Purchaser may opt to make a selection from bids received, solicit informal competitive bids or complete a formal Request for Proposal (RFP) process. Purchases for Construction Services shall be made by bid or RFP. Design Services shall be made by RFP only. Both Design Services and Construction Services shall be made pursuant to applicable statute and will have specific requirements detailed in the purchasing procedures. ~~Pursuant to sections 255.0525 and 255.20, Florida Statutes, unless exempted by law, construction projects require public advertising and formal competitive bidding when the projected cost exceeds \$200,000 (or electrical work which will exceed \$75,000).~~

Bids are not required for the following purchases:



- Utilities including but not limited to electric, water and sewer, natural gas, and telephone.
- Entertainers, artists, and performers.
- Advertisements for legal, promotional or informative matters.
- Costs for training and education, including speakers, events, and programs.
- Renewal of software ~~maintenance~~ maintenance where maintenance is provided by software manufacturer or developer.
- Subscriptions to periodicals, newspapers, and clinical databases.
- Services provided to or on behalf of individual members, patients, and residents that are not elsewhere described.
- Licensed health professionals who hold a medical directorship position, serve on a committee, provide services directly to members, patients, and residents whose payments are issued outside of the medical claims system.
- Contracts for goods and services between the District and other governmental entities or non-profit organizations, including PRIDE.
- Attorneys at law, court reporters, investigators, and expert witnesses having specialized skill, or knowledge in an area of legal practice.
- Sole source purchases for Goods and Services (as described below).
- Emergency purchases for Goods and Services, Design Services and Construction Services (as described below).
- Cooperative and piggy-back purchases (see Purchasing Procedure for further information).
- Except as set forth below, professional services may be purchased without bids when the Purchaser and its applicable corporate officer approve the purchase of professional services from a vendor with distinct field of expertise. Such approval shall be stated on the contract memorandum in support of the purchase. Such purchases shall not exceed five (5) years in duration unless the Purchaser and its applicable corporate officer re-certify that the vendor still maintains a distinct field of expertise.
- Purchases made in response to a court order or Board approved settlement agreement.
- Task Orders and supplements to continuing design contracts, design professional service authorizations, GMPs against continuing construction manager agreements, change orders to construction services contracts and similar.
- Purchase orders issued to facilitate direct procurement under the Sales Tax Recovery Program.
- Bids are required for the purchase of all other professional services and when required by law (e.g. Architectural, Engineering, Landscape Architectural, Surveying and Mapping services (see Section 287.055, Florida Statutes); Design-Build projects (see Section 287.055, Florida Statutes); and, financial auditing services (see Section 218.391, Florida Statutes).



Formal Competitive Bidding Process (RFP) and Protest Procedure

All formal competitive solicitations for goods and services obtained through the RFP process shall be advertised and internal bid procedures shall be followed.

Any actual bidder who is aggrieved in connection with a formal competitive bidding process may timely protest the process and/or award. Protest procedures are contained within the RFP document as posted on the District's website.

Local vendor preference

Except where limited by applicable law or grant award requirements, it is the District's intent to purchase from Palm Beach County approved vendors whenever possible. However, the intent to purchase locally is constrained by the District's responsibility to ensure that maximum value is obtained for each public dollar spent. Bids received from all vendors will be evaluated based on price and quality.

Emergency Purchases

The Chief Financial Officer may make or authorize others to make emergency procurements of Goods and Services, Design Services, and Construction Services. An emergency purchase is made in response to a need when the delay incident to complying with all governing rules, regulations or procedures would be detrimental to the interests, health, safety or welfare of the District and the services it provides. ~~when there exists a threat to public health, welfare, safety, property or other substantial loss to the District.~~ All emergency procurements shall be made with such competition as is practical under the circumstances, Emergency purchases shall require a purchase requisition and must be made in accordance with such terms as required by General Counsel.

Sole Source Purchases

The Chief Financial Officer may designate certain purchases to be justified sole source purchases of Goods and Services. ~~A sole source purchase is where there is only one product or services which meets the need of the Requesting Department as determined by a reasonably thorough analysis of the market. A sole source purchase must include a Sole Source Purchase Justification Form and need statement from the Requesting Department.~~ ~~where the goods or services being procured are only available from a single supplier due to the specialized nature of the goods or services being provided, the need for compatible equipment or supplies, the relationship of the supplier to the original manufacturer, emergency conditions or the specific needs of the Health Care District.~~



Compliance with Policy and Chief Financial Officer Discretion

- Purchases of goods or services (may not be split across multiple transactions, vendors, or procurement methods to circumvent established purchasing approval limits).
- The purchasing card program and employee reimbursement process should not be used to procure goods or services that would be subject to a competitive bidding process or could be acquired utilizing contracted pricing.
- Use of multiple procurement methods, e.g. purchase requisitions, purchasing card, etc. for a single purchase does not eliminate the competitive bidding requirement, if the total purchase would be subject to competitive bidding.
- In instances where the application of the policy is unclear and relates to procurements not exceeding \$250,000, the Chief Financial Officer may exercise discretion in determining if there has been compliance with policy.

Development of Procedures

The Chief Financial Officer shall establish procedures, authorizations and forms as may be necessary to implement this policy.

EXCEPTIONS

N/A

RELATED DOCUMENTS	
Related Policy Document(s)	Purchasing Procedure; P-Card Procedure; Sole Source Procedure; Contracts Procedure; LEG 1000, Real Property Sale and/or Acquisition.
<u>Related Procedure(s) and Process(es)</u>	<u>Purchasing Procedure; P-Card Procedure; Sole Source Procedure; Contracts Procedure; Land Acquisition Procedures</u>
Related Forms	N/A
Reference(s)	201410-PP
Last Revision	6/29/2021
Revision Information/Changes	
Next Review Date	N/A

The master document is controlled electronically. Printed copies of this document are not controlled. Document users are responsible for ensuring printed copies are valid prior to use.

HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

1. Description: Medical Staff Appointment(s) for Lakeside Medical Center

2. Summary:

The agenda item represents the practitioner(s) recommended for Medical Staff appointment by the Medical Executive Committee of Lakeside Medical Center.

3. Substantive Analysis:

The practitioner(s) listed below satisfactorily completed the credentialing and privileging process and met the standards set forth within the approved Medical Staff Bylaws. The credentialing and privileging process ensures that all Medical Staff meet specific criteria and standards of professional qualifications; this criterion includes, but is not limited to:

- Current licensure
- Relevant education, training and experience
- Current clinical and professional competence
- Health fitness and ability to perform requested privileges
- Malpractice history and liability insurance coverage
- Immunization status; and
- Applicable life support training

Last Name	First Name	Degree	Specialty	Appointment	Privileges
Klein	Daniel	MD	Emergency Medicine	Initial Appointment	Provisional
Mann	Adam	MD	Critical Care	Initial Appointment	Provisional
Piampiano	Peter	MD	Teleradiology	Initial Appointment	Provisional
Shapiro	Steven	DO	Emergency Medicine	Initial Appointment	Provisional
McIntosh	Montia	APRN	Emergency Medicine	Initial Appointment	Provisional Allied Health
Okafor	Christian	PA	Emergency Medicine	Initial Appointment	Provisional Allied Health
Belizaire	Kenson	APRN	Emergency Medicine	Reappointment	Allied Health Professional
Exantus	Rosemond	PA	Emergency Medicine	Reappointment	Allied Health Professional
Lewis	Tamika	APRN	Emergency Medicine	Reappointment	Allied Health Professional



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

Lugo	Roberto	PA	Emergency Medicine	Reappointment	Allied Health Professional
Sequeira	Jessica	APRN	Emergency Medicine	Reappointment	Allied Health Professional
Shirley	Lauren	PA	Emergency Medicine	Reappointment	Allied Health Professional
Novick	Mark	MD	Diagnostic Radiology	Reappointment	Active
Sainvil-Meze	Mezeda	DO	Emergency Medicine	Reappointment	Active
Ottino	Fernando	MD	Nephrology	Category Revision	Affiliate
Bhattarai	Manoj	MD	Nephrology	Category Revision	Active
Rodriguez Pimentel	Ariel	MD	General Surgery	Contract Revision	Provisional
Cieza-Rubio	Napoleon	MD	General Surgery	Contract Revision	Provisional

4. Fiscal Analysis & Economic Impact Statement:

	Current FY Amounts	Total Amounts (Current + Future)	Budget
Capital Requirements	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>
Net Operating Impact	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>

*Non-budgeted expenditures in excess of \$250,000 require Finance and Audit Committee review and Board approval. Reviewed for financial accuracy and compliance with purchasing procedure:

Signed by:

 CA6A21E53C7948
 Jessica Cafarelli
 VP & Chief Financial Officer

5. Reviewed/Approved by Committee:

N/A

 Committee Name

N/A

 Date Approved

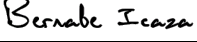



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

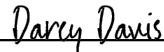
6. Recommendation:

Staff recommends the Board approve the Medical Staff Appointment(s) for Lakeside Medical Center.

Approved for Legal sufficiency:

DocuSigned by:

0CF6F7DBB7864341
Bernabe Icaza
SVP & General Counsel

DocuSigned by:

1F272D34688BD445
Belma Andric, MD
Chief Medical Officer

Signed by:

77A3B5E0604770
Darryl J. Davis
Chief Executive Officer



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

1. Description: FL-FIRST Hospital Directed Payment Program

2. Summary:

This agenda item presents the Board with a request to approve funding the Intergovernmental Transfer (IGT) required for participation in the FL-FIRST program year 1.

3. Substantive Analysis:

The state of Florida is looking to support nursing education through a hospital directed payment program. The Funding Initiative for the Recruitment, Sustainment and Training of Nursing Professionals (FL-FIRST) funding program is a first of its kind program being developed to address the nursing shortage. Lakeside Medical Center is one of seven hospitals in Florida found to be eligible based on their current nursing education initiatives. Additionally, District staff have been involved with the creation of this novel nursing education program.

A requirement of the program is for 10% of the funds received to go back to the participating universities. This can be in the form of scholarships, tuition assistance, grants, or through other methods. The remaining 90% can be spent by Lakeside on other activities associated with nursing recruitment and quality of care for patients.

The FL-FIRST program has been circulated at AHCA for approval to send to CMS. The preprint was submitted to CMS in September of 2024, and invoices are expected to be received in December 2024. Program payments are contingent on CMS' approval. The estimated additional program expenses and revenue, if approved by CMS, are in Table 1 below.

FL FIRST- Nursing	Program Year 1
District IGT	7,614,378
Match Funding	-
Total IME Benefit	7,614,378

[AP1]

These amounts are estimates and subject to change pending CMS' approval. The annual expenditures will not exceed the amount stated above.



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

4. Fiscal Analysis & Economic Impact Statement:

	Current FY Amounts	Total Amounts (Current + Future)	Budget
Capital Requirements	N/A		Yes <input type="checkbox"/> No <input type="checkbox"/>
Net Operating Impact	N/A	\$0.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

*Non-budgeted expenditures in excess of \$250,000 require Finance and Audit Committee review and Board approval. Reviewed for financial accuracy and compliance with purchasing procedure:

N/A
Jessica Cafarelli
VP & Chief Financial Officer

5. Reviewed/Approved by Committee:

N/A
Committee Name

N/A
Date Approved

6. Recommendation:

Staff recommends the Board approve funding for the FL-FIRST IGT, Program year 1 for Lakeside Medical Center and authorize the CEO to execute the required agreements.

Approved for Legal sufficiency:

DocuSigned by:

0CF6F8B7D7D4B
Bernabe Icaza
SVP & General Counsel

Signed by:

CA6924CE53E9248C
Jessica Cafarelli
VP & Chief Financial Officer

Signed by:

77A3B52589A1477
Darcy J. Davis
Chief Executive Officer



HEALTH CARE DISTRICT OF PALM BEACH COUNTY

BOARD OF DIRECTORS

September 26, 2024

1. Description: Department of Health Request for Funding

2. Summary:

The Palm Beach County Department of Health (“DOH”) has requested \$500,000 from the Health Care District (“HCD”) to combat the increase in latent Tuberculosis cases in Palm Beach County (“County”).

3. Substantive Analysis:

Section 392.51 of the Florida Statute places a responsibility to identify, treat and provide surveillance for all known and suspected cases of Tuberculosis through coordinated efforts by the respective County health departments. These control programs shall have the following functions, including community education regarding the causes and dangers of the disease, screening for tuberculosis, surveillance of all suspected and reported cases of active TB including contact investigation as necessary, reporting and tracking of cases, development of an individualized treatment plan, and provision of counseling and periodic retesting.

Data provided to HCD from DOH indicates that there has been a substantial increase in the number of Tuberculosis cases over the past 3 years. Specifically, the Director of DOH provided data that reflects a 108% increase compared to last year and a 268% increase since fiscal year 2021-2022.

DOH LTBI Trend				
	FY 21/22	FY 22/23	FY23/24 CURRENT	FY23/24 PROPOSED
TB Cases and Suspects*	224	396	825	825
Percent Increase Over PY		77%	108%	
Percent Increase Over 2 Years			268%	
FL PBC DOH TB Program Cost	\$ 2,267,798	\$ 2,797,954	\$ 2,544,901	\$ 3,044,901
TB Cost Funded by HCD	\$ 800,000	\$ 800,000	\$ 800,000	\$ 1,300,000
Cost per TB Case	\$ 10,124	\$ 7,066	\$ 3,085	\$ 3,691

*A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection

HCD has budgeted annual support to the local DOH of \$ 7,798,753 to support DOH’s programmatic shortfalls from other revenue sources for FY 2025. Of the total annual



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

support amount projected to be provided by the HCD to DOH for FY 2025, \$800,000 is currently earmarked for tuberculosis support. See attached for additional details. The local DOH is requesting a one time additional funding support of \$500,000 from HCD for to help combat the increase in latent Tuberculosis cases in the County.

Section 6(3) of the enabling legislation of the Health Care District specifies that among the Board powers the Board has the authority "To provide health care services to residents of the County through the utilization of health care facilities not owned and operated by the District. The provision of said care is hereby found and declared to be a public purpose and necessary for the preservation of the public health and welfare of the residents of the County." Thus, there is precedent and legal authority to provide this type of funding to the local DOH if the Board deems it necessary to do so.

The Director of DOH has indicated that the State of Florida has provided funding for active Tuberculosis cases, however, it has not provided and will not provide sufficient funding to support the costs associated with the increase in latent TB cases in the County.

The specifics of how the local DOH intends to utilize the \$500,000 are attached. The primary expenses are staff support totaling \$258,000 and the construction of two negative air pressure rooms for \$200,000. A FY2025 mid-year review will be conducted with the Department of Health to review any continuing needs for this purpose.

4. Fiscal Analysis & Economic Impact Statement:

	Current FY Amounts	Total Amounts (Current + Future)	Budget
Capital Requirements	N/A		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Net Operating Impact	\$500,000		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

*Non-budgeted expenditures in excess of \$250,000 require Finance and Audit Committee review and Board approval. Reviewed for financial accuracy and compliance with purchasing procedure:

Signed by:


 CA6A21 Jessica Cafarelli
 VP & Chief Financial Officer



HEALTH CARE DISTRICT OF PALM BEACH COUNTY
BOARD OF DIRECTORS
September 26, 2024

5. Reviewed/Approved by Committee:


N/A
Committee Name

N/A
Date Approved

6. Recommendation:

The local DOH has requested a one time additional funding of \$500,000 from HCD for FY 2025 to be used to combat the increase in latent Tuberculosis cases in the County. Under the enabling legislation the Board has the discretion to provide this type of financial support should it wish to do so and there is existing precedent for providing this type of financial support. As a result, HCD staff recommends that this Board approve this one time additional funding request by the local DOH of \$500,000 for HCD FY 2024.

Approved for Legal sufficiency:

DocuSigned by:


0CF6F0B0-1C9A-40A2-8000-000000000000
Bernabe Icaza
SVP & General Counsel

Signed by:


77A3B53D-5A07-4000-8000-000000000000
Darcy J. Davis
Chief Executive Officer

Mission:

To protect, promote and improve the health of all people in Florida through integrated state, county and community efforts.



Ron DeSantis

Governor

Joseph A. Ladapo, MD, PhD

State Surgeon General

Vision: To be the Healthiest State in the Nation

July 30, 2024

Darcy J. Davis, CEO
Health Care District
1515 N Flagler Drive
Suite 101
West Palm Beach, FL. 33401

Dear Darcy,

I am writing to request additional funding to support the expansion of our Tuberculosis (TB) program services in Palm Beach County. Over the past three fiscal years (2021-2024), our TB program has experienced a substantial increase in demand. Specifically, we have seen a 108% increase in services compared to last fiscal year and a remarkable 268% increase since the fiscal year 2021-2022. See attached supportive documentation.

This significant rise in demand underscores the critical need for enhanced financial support to sustain and expand our services. Our program plays a vital role in controlling and preventing the spread of TB, a highly communicable disease that poses serious public health risks. The increase in service demand has strained our current resources, making it imperative to secure additional funding to continue meeting the needs of our community effectively.

The requested funds will be allocated towards:

1. **Staffing:** Hiring additional healthcare professionals to manage the increased caseload and provide timely diagnosis, treatment, and follow-up care.
2. **Diagnostic and Treatment Resources:** Procuring advanced diagnostic tools, medications, and other necessary medical supplies to ensure comprehensive care for TB patients.
3. **Community Outreach and Education:** Expanding our outreach programs to educate the community about TB prevention, symptoms, and the importance of early detection.
4. **Infrastructure:** Upgrading our facilities to accommodate the growing number of patients and improve the overall efficiency of our services.

Investing in our TB program is not only a necessity but a prudent measure to safeguard public health. By providing the required financial support, we can continue to deliver high-quality services, reduce the spread of TB, and improve health outcomes for the residents of Palm Beach County. It should be noted

Florida Department of Health, Palm Beach County
Office of the Director
800 Clematis Street – Suite 5-539
West Palm Beach, FL 33401
PHONE: 561/671-4005 • FAX: 561/837-5194
FloridaHealth.gov / palmbeach.floridahealth.gov



Accredited Health Department
Public Health Accreditation Board

that although we receive state dollars for TB it is tied to TB cases only, not the provision of LTBI treatment. As you know, the treatment for LTBI is a preventive measure to help eliminate the potential for active TB in our community at a later date.

Thank you for considering this urgent request. I am available to discuss this proposal in more detail and provide any additional information you may need. Your support is crucial to the success of our TB program and the health and well-being of our community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jyothi Gunta". The signature is fluid and cursive, with the first name "Jyothi" and last name "Gunta" clearly distinguishable.

Jyothi Gunta, MD, MPH - Director
Florida Department of Health – Palm Beach County

Florida Department of Health
Palm Beach County

Table 2

SERVICES BY COMMUNICABLE DISEASE SUB PROGRAM		
SUB PROGRAMS	DEFINITION of SERVICE	FY 2023-2024 Diseases
TB Cases and Suspects	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	825
TB Interjurisdictional	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases and then contacting other states for patient referral or information sharing.	73
TB Electronic Disease Notification	A service is receipt and analysis of a referred immigrant or refugee's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	199
STD Control	A service is the STD staff contacting the client, partner and/or provider via telephone or field visit to provide case notification, partner services, education and/or linkage to STD care.	10,694

Table 2

SERVICES BY COMMUNICABLE DISEASE SUB PROGRAM		
SUB PROGRAMS	DEFINITION of SERVICE	FY 2023-2024 Diseases
TB Cases and Suspects	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	TB cases: 87 TB suspects: 38 LTBI: 700 Not included in the count: DOT/DOPTS/DOPTS Total 67 clients 7008 services.
TB Interjurisdictional	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases and then contacting other states for patient referral or information sharing.	TB Interjurisdictionals: 73
TB Electronic Disease Notification	A service is receipt and analysis of a referred immigrant or refugee's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	EDNs: 199

Florida Department of Health
Palm Beach County

Table 2

SERVICES BY COMMUNICABLE DISEASE SUB PROGRAM		
SUB PROGRAMS	DEFINITION of SERVICE	FY 2022-2023 Diseases
TB Cases and Suspects	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	396
TB Interjurisdictional	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases and then contacting other states for patient referral or information sharing.	30
TB Electronic Disease Notification	A service is receipt and analysis of a referred immigrant or refugee's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	105
STD Control	A service is the STD staff contacting the client, partner and/or provider via telephone or field visit to provide case notification, partner services, education and/or linkage to STD care.	10,238

Table 2

SERVICES BY COMMUNICABLE DISEASE SUB PROGRAM		
SUB PROGRAMS	DEFINITION of SERVICE	FY 2022-2023 Diseases
TB Cases and Suspects	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	Disease: 62 records Suspect: 28 records Exposure infection: 222 records Exposure, no infection: 1 record 83 contacts elicited Not included in the count: 6,251 DOT/DOPs provided 30 Contact tracing initiated
TB Interjurisdictional	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases and then contacting other states for patient referral or information sharing.	30
TB Electronic Disease Notification	A service is receipt and analysis of a referred immigrant or refugee's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	105

Florida Department of Health
Palm Beach County

Table 2

SERVICES BY COMMUNICABLE DISEASE SUB PROGRAM		
SUB PROGRAMS	DEFINITION of SERVICE	FY 2021-2022 Diseases
TB Cases and Suspects	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	224
TB Interjurisdictional	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases and then contacting other states for patient referral or information sharing.	20
TB Electronic Disease Notification	A service is receipt and analysis of a referred immigrant or refugee's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	91
STD Control	A service is the STD staff contacting the client, partner and/or provider via telephone or field visit to provide case notification, partner services, education and/or linkage to STD care.	8,530

Table 2

SERVICES BY COMMUNICABLE DISEASE SUB PROGRAM		
SUB PROGRAMS	DEFINITION of SERVICE	FY 2021-2022 Diseases
TB Cases and Suspects	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	61 - suspects/cases 163 - LTBI
TB Interjurisdictional	A service is the receipt and analysis of a client's historical, laboratory and/or radiological reports to determine TB cases and then contacting other states for patient referral or information sharing.	14 - incoming 6 - outgoing
TB Electronic Disease Notification	A service is receipt and analysis of a referred immigrant or refugee's historical, laboratory and/or radiological reports to determine TB cases or latent TB infection.	91

EG 07/22/2024

Florida Department of Health - Palm Beach County

Comparison of TB Programmatic VS. TB Clinical

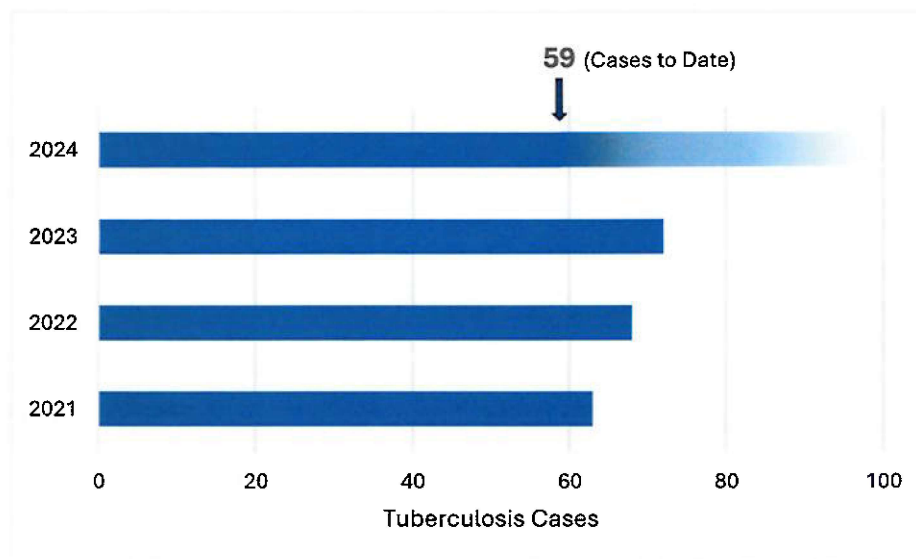
<u>TB Programmatic</u>	<u>TB Clinical</u>
State Funded	No state funding for TB Clinical Services
State Annual Funding \$525,443 (37% of TB Programmatic Budget)	Locally Funded
HCD Block Grant supports the TB Programmatic budget	Provides assessment and treatment for LTBI
Supports staff for outreach and active TB cases	Provides access to chest x-rays to rule out active TB
Supports assessment of TB disease	Provides access to chest CT scans for abnormal chest x-rays
Supports case contact tracing for TB disease	Supports TB Clinic Provider Staff
Supports linkage to care for active TB cases	Supports TB Clinic Support Staff
Supports treatment adherence (community)	Clinic Infrastructure Costs (building cost)
Directly Observed Therapy (DOT) treatment for active TB cases	Clinical Operational Costs (medical supplies)
State provides TB Medication	State provides LTBI Medication

EXECUTIVE SUMMARY : TB and LTBI – Palm Beach County

Healthy People 2030 sets a national goal of 1.4 new cases of confirmed TB per 100,000 population.¹ In 2023, Florida reported a rate of 2.8, double the goal.² Following a worldwide trend, Table 1 shows a progressive increase in tuberculosis cases over the last three years in Palm Beach County with the 2024 year to date case total already nearly equal to the total case count from 2021.³ Current 2024 numbers place Palm Beach County 3rd in Florida, behind only Miami and Orange counties.⁴

Figure 1

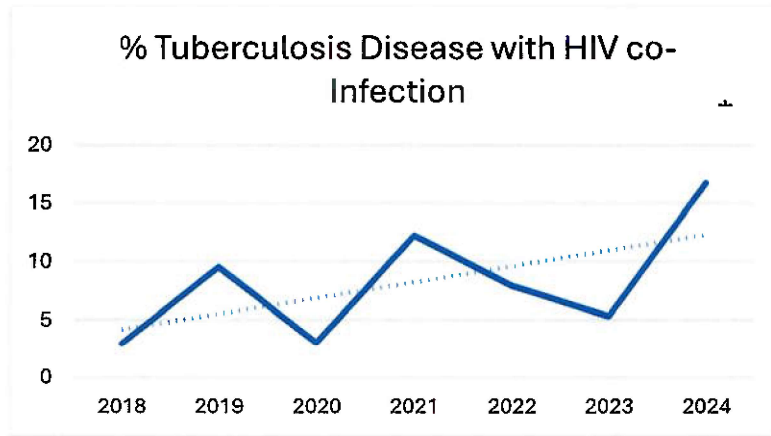
Tuberculosis Cases in Palm Beach County



The CDC has attributed the increase in domestic cases to pandemic related disruptions in healthcare and post-pandemic travel and migration.⁵ In 2023, this included an increase across nearly all demographic groups, however, Tuberculosis continues to disproportionately affect those who experience poor housing conditions, barriers to care, concurrent disease, or some combination therein.⁵ An upward trend in Tuberculosis disease and HIV co-infection in Palm Beach County is visually displayed in Figure 2.⁶

Figure 2

Tuberculosis Cases in Palm Beach County co-Infected with HIV

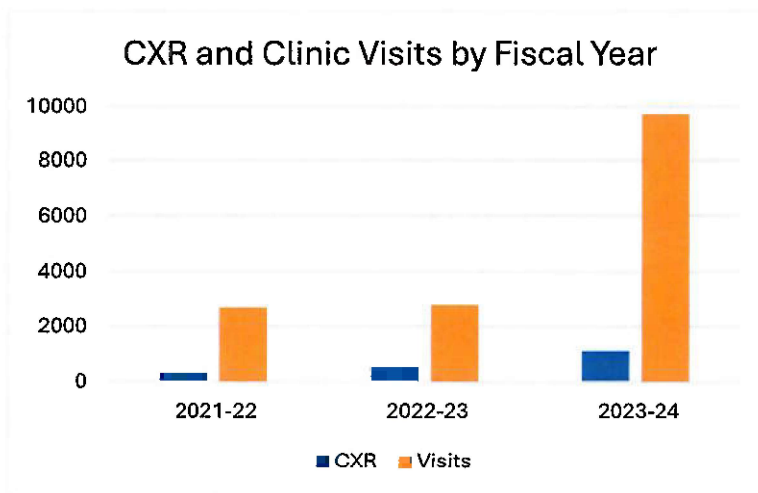


Note. *2024 data based on reported cases as of 7/24/2024.

While the disease burden increases, maintaining the resources to care for tuberculosis, including access to care and provider expertise, has become a greater challenge.⁷ Latent tuberculosis, progression of which is responsible for approximately 80% of TB cases in the U.S., and tuberculosis care provided by the Department of Health in Palm Beach County in the form of chest x-rays and clinical visits have both increased nearly 250% in just 3 years (Figure 3).^{8,9}

Figure 3

Palm Beach County Health Department Chest X-ray and Clinic Visits for Latent Tuberculosis and Tuberculosis Disease



Note. CXR = Chest X-ray.

Conclusion

Protecting the health of Palm Beach County residents is central to the Department of Health's mission and a local response, in the form of additional services, speaks to an unwavering commitment to do so; however, meeting the financial burden of providing these added services must be shared if ongoing demands are to be met.

References

1. Healthy People 2030. (n.d.) *Reduce tuberculosis cases – IID-17*. Office of Disease Prevention and Health Promotion, U.S. Department of Health and Human Services.
2. Florida Department of Health. (2024, July 31). *TB trends and statistics*. https://www.floridahealth.gov/diseases-and-conditions/tuberculosis/tb-statistics/_documents/Report2023.pdf
3. Florida Department of Health – Palm Beach County TB Program. (2024, July 29).
4. Florida Department of Health - Palm Beach County TB Program. (2024, July 18).
5. LoBue, P. & Mermin, J. (2024, March 24). *CDC releases 2023 provisional U.S. tuberculosis data: Dear colleague*. National Center for HIV, Viral Hepatitis, STD, and Tuberculosis Prevention, Centers for Disease Control and Prevention. <https://www.cdc.gov/nchhstp/director-letters/2023-provisional-tuberculosis-data.html>
6. Florida Department of Health - Palm Beach County TB Program. (2024, July 24).
7. Centers for Disease Control and Prevention. (2024, March 14). *Health disparities in tuberculosis*. <https://www.cdc.gov/tb/health-equity/index.html>
8. Centers for Disease Control and Prevention. (2024, May 8). *Clinical overview of latent tuberculosis infection*. <https://www.cdc.gov/tb/hcp/clinical-overview/latent-tuberculosis-infection.html>
9. Florida Department of Health – Palm Beach County HMS Report. (2024, July 30).

Florida Department of Health - Palm Beach County
Proposed Clinical TB Budget

Year 1		
Positions	FTE	Salary (Including Fringe Benefits)
Registered Nurses (RN)	2.00	\$208,000
Health Support Representative (HSR)	1.00	\$50,000
Salary Cost Total:	3.00	\$258,000
Contracted Services		Cost
Negative Air Pressure Rooms (x2)		\$200,000
Chest X-rays (\$80/x-ray)		\$42,000
Contracted Services Cost Total:		\$242,000
Year 1 Cost Total:		\$500,000

Year 2		
Positions	FTE	Salary (Including Fringe Benefits)
Part-Time TB Provider	0.60	\$92,000
Registered Nurses (RN)	2.00	\$208,000
Health Support Representative (HSR)	1.00	\$50,000
Salary Cost Total:	3.60	\$350,000
Contracted Services		Cost
Chest CT Scans		\$30,000
Chest X-rays (\$80/x-ray)		\$120,000
Contracted Services Cost Total:		\$150,000
Year 2 Cost Total:		\$500,000

Florida Department of Health - Palm Beach County

TB Clinical Budget Request Justification

Positions:

TB Provider (.60 FTE)

The TB Provider is needed for clinical assessment and treatment of Latent Tuberculosis Infection (LTBI) and active TB patients.

Registered Nurses (RN) (2 FTEs)

RNs are needed to provide clinical support for medication adherence, education, and counseling of LTBI and active TB patients.

Health Support Representative (HSR) (1 FTE)

HSR is needed to obtain vital signs and complete the medical history of LTBI patients.

Contracted Services:

Negative Air Pressure Rooms (x2)

The negative air pressure room is required to monitor and increase airflow to prevent staff and patient exposure to the TB virus.

Chest CT Scans

The chest CT scans are sometimes necessary for follow-up on abnormal chest x-ray findings and provides necessary information for clinical management.

Chest X-rays (\$80/x-ray)

The chest x-rays are required for all LTBI patients to rule out TB and to ensure the efficacy of the medication and treatment being provided.

FLORIDA HEALTH PALM BEACH COUNTY
STATE FISCAL YEAR 2024-2025
ANNUAL OPERATING BUDGET

Attachment V

L5	PROGRAM TITLE	PERSONEL	EXPENDITURES	TOTAL DIRECT & NON ADMIN COSTS	TOTAL STATE REVENUE	TOTAL COUNTY/LOCAL REVENUE	HCD FY 24-25 FUNDING REQUEST
101	Immunization	2,257,178	530,586	2,787,763	738,554	1,249,209	800,000
102	Sexually Trans. Dis.	2,386,476	581,700	2,968,176	1,082,647	994,981	860,548
104	Tuberculosis	2,217,548	666,189	2,883,738	819,947	1,263,791	800,000
106	Comm. Dis. Surv.	1,515,440	368,614	1,882,054	1,682,054	-	200,000
109	Hepatitis	78,694	36,695	115,389	112,937	2,451	-
111	HIV/AIDS Prevention	2,060,658	749,150	2,809,809	2,005,218	804,591	-
112	HIV/AIDS Surveillance	389,149	72,864	462,013	324,423	137,590	-
113	HIV/AIDS Patient Care	3,838,928	1,823,390	5,662,318	3,380,615	2,101,703	-
114	ADAP	720,354	117,609	837,962	588,413	249,549	-
116	Preparedness and Response	453,349	60,015	513,364	507,489	5,875	-
118	Refugee Health	2,701,882	1,839,302	4,541,184	3,294,698	1,246,486	-
180	Vital Records	703,529	130,693	834,222	223,468	610,754	-
210	Chronic Disease Prevention Pro	108,907	-	108,907	108,907	-	-
211	WIC	5,667,531	1,189,991	6,856,522	6,856,522	-	-
212	Tobacco Use Intervention	304,605	138,712	443,317	443,317	-	-
213	WIC Breastfeeding Peer Counseling	184,916	4,240	189,156	189,156	-	-
223	Family Planning	3,157,949	1,129,687	4,287,636	1,757,315	1,630,331	900,000
225	Improved Pregnancy Outcome	4,570,207	793,856	5,364,063	209,244	1,416,614	3,738,205
227	Healthy Start Prenatal	2,860,682	-	2,860,682	766,309	2,094,373	-
229	Comprehensive Child Health	-	-	-	-	-	-
231	Healthy Start Child	2,816,893	658,643	3,475,536	931,014	2,544,522	-
234	School Health	881,238	411,203	1,292,441	1,267,441	25,000	-
237	Comprehensive Adult Health	951,689	155,359	1,107,049	277,364	329,684	500,000
238	Community Health Development & Opioid Project	1,680,475	2,069,104	3,749,579	846,310	2,903,269	-
240	Dental Health	899,925	113,271	1,013,196	840,196	173,000	-
PRIMARY CARE & COMMUNICABLE DISEASE		43,208,201	13,617,884	56,826,085	29,243,559	19,783,773	7,798,753
344	Tattoo Facility Services	116,495	13,004	129,499	128,903.73	595.00	-
345	Community Envir. Health	47,940	5,351	53,292	144.71	53,146.84	-
347	Costal Beach Monitoring	50,413	5,628	56,040	39,925.36	16,114.86	-
348	Food Hygiene	757,891	84,603	842,493	598,017.09	244,476.40	-
349	Body Piercing Facilities Services	10,480	1,170	11,649	8,299.50	3,349.88	-
350	Lead Monitoring Services	7,731	863	8,594	6,122.70	2,471.27	-
351	Group Care Facility	1,973,077	259,346	2,232,423	532,896.18	1,699,526.85	-
352	Migrant Labor Camp	204,711	23,403	228,114	144,495.47	83,618.04	-
353	Housing & Pub. Bldg.	1,595	178	1,773	1,262.89	509.73	-
354	Mobile Home and Park	66,459	7,419	73,878	51,527.75	22,350.28	-
355	Storage Tank Compliance Services	-	-	-	-	-	-
356	SUPER Act Services	6,892	11,125	17,817	8,693.71	9,123.49	-
357	Limited Use Public Water Systems	190,800	21,299	212,099	148,985.25	63,114.00	-
358	Public Water System	756,448	147,745	904,194	475,339.71	428,853.78	-
359	Private Water System	318,343	35,536	353,879	127,023.03	226,856.03	-
360	Pools/Bathing Places	543,234	60,957	604,192	373,289.02	230,902.61	-
361	Onsite Sewage Treatment & Disposal	753,896	113,455	867,350	253,134.27	614,216.01	-
362	Public Sewage	328,484	36,668	365,153	52,491.56	312,661.01	-
363	Solid Waste Disposal Service	101,362	11,315	112,677	39,400.71	73,276.25	-
364	Biomedical Waste Services	406,698	103,685	510,383	384,201.82	146,181.24	-
365	Sanitary Nuisance	61,461	6,861	68,321	48,674.90	19,646.39	-
366	Rabies Surveillance	5,420	605	6,025	4,292.28	1,732.47	-
367	Arbovirus Surveil.	14,500	1,619	16,119	11,483.51	4,635.03	-
368	Rodent/Arthropod Control	6,615	738	7,354	5,239.02	2,114.60	-
369	Tanning Facility Services	15,259	1,703	16,962	12,084.72	4,877.69	-
370	Water Pollution	17,915	94,468	112,384	305.17	112,078.38	-
371	Indoor Air	1,362,728	365,979	1,728,705	11,494.25	1,717,210.64	-
372	Radiological Health	15,843	4,062	19,905	14,181.20	5,723.88	-
373	Toxic Substances	92,150	10,287	102,436	278.16	102,158.31	-
399	Environmental Health Surcharge	12,934	159,944	172,878	123,165.68	49,712.69	-
ENVIRONMENTAL HEALTH		8,247,570	1,589,017	9,836,587	3,585,353	6,251,234	-
ADMINISTRATION		5,635,675	2,169,023	7,804,698	7,152,288.45	652,409.55	-
TOTAL		57,091,446	17,375,924	74,467,370	39,981,201	26,687,416	7,798,753