



**HEALTH CARE DISTRICT OF  
PALM BEACH COUNTY  
BOARD OF COMMISSIONERS MEETING  
SUMMARY MINUTES  
September 28, 2021 at 4:00PM  
1515 N Flagler Drive, Suite101  
West Palm Beach, FL 33401**

**Remote Participation Link:**

**<https://zoom.us/j/5507895592?pwd=REZ4TWtYUXowQWNpWTBaVXRsZ1dDQT09>**

**Via Telephone dial-in access: (646) 558-8656 / Meeting ID: 550 789 5592 / Password: 946503**

**1. Call to Order**

Les Daniels called the meeting to order.

**A. Roll Call**

Health Care District Board members present included: Les Daniels, Chair; Nancy Banner, Vice Chair; Sean O'Bannon, Secretary; Dr. Alonso; Cory Neering (Virtual) ; Ed Sabin (Virtual) and Tammy Jackson-Moore.

Staff present included: Darcy Davis, Chief Executive Officer; Dr. Belma Andric, Chief Medical Officer; Bernabe Icaza, General Counsel; Karen Harris, VP of Field Operations; Steven Hurwitz, Chief Administrative Officer; Candice Abbott, Chief Financial Officer; Patty Lavelly, Chief Information & Digital Officer; Heather Bokor, Chief Compliance & Privacy Officer.

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.**

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**2. Agenda Approval**

- A. Additions/Deletions/Substitutions
- B. Motion to Approve Agenda

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

**3. Awards, Introductions and Presentations**

- A. Recognition of Cory Neering

*Ms. Davis recognized Cory Neering for his four years of service on the Health Care District Board.*

- B. Health Care District Community COVID Vaccination Initiatives

*Dr. Andric provided a presentation to the Board regarding Community COVID Initiatives.*

- C. Conflict of Interest Education and Information Update

*Ms. Bokor provided the Board with a Conflict of Interest Education and Information Update.*

**4. Disclosure of Voting Conflict**

**5. Public Comment**

**6. Election of Officers**

- A. Chair

**CONCLUSION/ACTION: Commissioner Banner made a motion to keep Les Daniels as Chair. The motion was duly seconded by Commissioner Alonso. There being no opposition, the motion passed unanimously.**

**Roll Call Vote:**

<b>Commissioner Daniels</b>	<b>Yes</b>
<b>Commissioner Banner</b>	<b>Yes</b>
<b>Commissioner O'Bannon</b>	<b>Yes</b>

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Commissioner Alonso	Yes
Commissioner Neering	Yes
Commissioner Sabin	Yes
Commissioner Jackson-Moore	Yes

B. Vice Chair

**CONCLUSION/ACTION:** Commissioner Banner made a motion to elect Dr. Alonso as Vice Chair. The motion was duly seconded by Commissioner O'Bannon. There being no opposition, the motion passed unanimously.

**Roll Call Vote:**

Commissioner Daniels	Yes
Commissioner Banner	Yes
Commissioner O'Bannon	Yes
Commissioner Alonso	Yes
Commissioner Neering	Yes
Commissioner Sabin	Yes
Commissioner Jackson-Moore	Yes

C. Secretary

**CONCLUSION/ACTION:** Commissioner Banner made a motion to elect Ed Sabin as Secretary. The motion was duly seconded by Commissioner Jackson-Moore. There being no opposition, the motion passed unanimously.

**Roll Call Vote:**

Commissioner Daniels	Yes
Commissioner Banner	Yes
Commissioner O'Bannon	Yes
Commissioner Alonso	Yes
Commissioner Neering	Yes
Commissioner Sabin	Yes
Commissioner Jackson-Moore	Yes

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**7. Committee Reports**

7.1 Finance and Audit Committee Report – (No Report)

7.2 Good Health Foundation Committee Report – (No Report)

7.3 Quality, Patient Safety and Compliance Committee

*Commissioner Alonso stated that we had the Quality, Patient Safety and Compliance Committee meeting prior to the Board meeting and it was a wonderful meeting. New quality indicators were presented. Several questions were answered....it was a very productive meeting.*

7.4 Lakeside Health Advisory Board Report – (No Report)

7.5 Primary Care Clinics Board Report – (No Report)

**8. 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 Jackson-Moore. There being no objection, the motion passed unanimously.**

**HEALTH CARE DISTRICT**

**A. ADMINISTRATION**

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

September 2021 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 RECEIVE AND FILE:**

Lakeside Medical Center Confidential Public Records Request Quarterly Report

**8A-4 Staff Recommends a MOTION TO APPROVE:**

Insurance Broker Services Agreement

## 9. Regular Agenda

### A. ADMINISTRATION

#### 9A-1 Staff Recommends a MOTION TO APPROVE:

Board Resolution Regarding Policy and Procedures

Mr. Icaza explained as part of the District's efforts to streamline and improve operational practices, this Resolution clarifies the distinction between Board level guidance and the CEO's authority to draft, approve and implement administrative, clinical and operational policy and procedures. The Board has set forth specific guidance through its policy setting and resolution adoption which all Operational, Administrative and Clinical Policies and Procedures will support.

**CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the Board Resolution regarding Policy and Procedures. The motion was duly seconded by Commissioner Banner. There being no objection, the motion passed unanimously.**

#### 9A-2 Staff Recommends a MOTION TO APPROVE:

District Fund Balance Policy

Ms. Abbott recommended that we maintain the Stabilization Fund balance in a committed fund and increase the fund balance to 25% of total annual expenditures to ensure the District has an adequate "rainy day" policy in the event of an economic downturn, unexpected budget shortfall and any other material unforeseen event.

**CONCLUSION/ACTION: Commissioner Alonso made a motion to approve the District Fund Balance Policy. The motion was duly seconded by Commissioner O'Bannon. There being no objection, the motion passed unanimously.**

#### 9A-3 Staff Recommends a MOTION TO APPROVE:

Board Resolution Setting the Stabilization Fund Balance for FY22

Ms. Abbott explained that in efforts to maintain an adequate "rainy day" fund, the District seeks to set the minimum fund balance for FY 2022 to 25% of Annual Expenditures or \$67,253,000 based on uncertainties in the current healthcare economic environment. Staff recommends the Board approve the Resolution to set the stabilization fund balance at 25% or the amount of \$67,253,000 for FY 2022.

**CONCLUSION/ACTION: Commissioner Jackson-Moore made a motion to approve the Board Resolution Setting the Stabilization Fund Balance for**

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**FY2022. The motion was duly seconded by Commissioner Jackson-Moore. There being no objection, the motion passed unanimously.**

**10. CEO Comments**

**11. HCD Board Member Comments**

*Commissioner O'Bannon thanked Mr. Neering for his service and wished him luck in his new adventures.*

*Commissioner Alonso stated that it has been a pleasure working with Mr. Neering on this Board. Hopefully he'll stick around.*

*Commissioner Banner thanked Mr. Neering for everything. You have added so much value to this Board and it's appreciated.*

*Commissioner Neering thanked Darcy and the Board of Commissioners for their leadership. It has been an honor and pleasure to serve on the Health Care District Board. I've been amazed by the level of commitment from the team throughout my time on the Board. I now understand how important leadership is. Thank you to all.*

**12. Establishment of Upcoming Board Meetings**

**December 15, 2021**

- 2:00PM, Health Care District Board Meeting

**13. Motion to Adjourn**

There being no further business, the meeting was adjourned.

DocuSigned by:  
  
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**Sean O'Bannon, Secretary**

12/21/2021

**Date**