

**DRAFT AGENDA  
BOARD OF DIRECTORS MEETING - REGULAR MEETING  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
DECEMBER 5, 2011  
NO EARLIER THAN 4:30 P.M.,  
FOLLOWING THE LAST COMMITTEE MEETING  
FIRST FLOOR, CONFERENCE ROOM 2/3/4/5**

**CALL TO ORDER**

- I. Pledge of Allegiance
- II. PMC's Vision – *Healing Families – Healing Communities®*
- III. Approval of Agenda
- IV. Review and Approval of Minutes (November 7, 2011)
- V. Recognitions
  - A. Bella Dattani, M.D. – Mr. Mikitarian
  - B. Mihir R. Faldu, M.D. – Mr. Mikitarian
  - C. Joseph P. Ford, M.D. – Mr. Mikitarian
  - D. Monisola Oni, M.D. – Mr. Mikitarian
  - E. Rabinder Bhatti, D.O. – Mr. Mikitarian
  - F. Edward T. Jones, M.D. – Successfully Passed the Cytopathology Certification Examination – Mr. Parrish
  - G. Vanessa C. Williams, M.D. – Awarded Certification in the Specialty of Anesthesiology – Mr. Parrish
  - H. Other
- VI. Open Forum for Physicians

\*See The Joint Commission Standard Identified Under The Joint Commission Tab

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VII. Unfinished Business

VIII. New Business

- A. Environmental of Care Annual Review (EC.01.01.01) – Mr. Bill Moore/Mr. Connor
- B. Appointment of Safety Officer – Mr. Bill Moore
- C. North Brevard Medical Support, Inc. Liaison Report – Mr. Lee Moore
- D. Infection Control Committee Meeting Minutes (For Information Only)

IX. Medical Staff Report Recommendations/Announcements – Dr. David McMahon (MS.05.01.01)

- A. Resignation(s) – For Information Only
  - Hae Soo Lim, M.D. (Appointed August 5, 2002)

X. Consent Agenda

- A. Budget and Finance Committee
  - 1. Recommend to the Board of Directors to declare the equipment listed in the request for Disposal of Obsolete or Surplus Property Forms as surplus and obsolete and dispose of same in accordance with FS274.05 and FS274.96.

XI. Committee Reports

- A. Quality Committee – Mr. Lee Moore
- B. Audit Committee – Ms. Crooks
- C. Budget and Finance Committee – Mr. Cole
- D. Executive Committee – Mr. Jordan

XII. Process and Quality Report – Mr. Mikitarian

- A. Service Goal – Achieve and Maintain HCAHPS Patient Satisfaction Scores in

\*See The Joint Commission Standard Identified Under The Joint Commission Tab

Top 10% Nationally by 2011

1. Inpatient Satisfaction Survey Scores (Graphs 1 and 2)
- B. People Goal – Achieve and Maintain Engagement Scores in Top 10% Nationally by 2011
1. PMC Employees Who Have Completed Both Health Assessments and Joined Parrish Health & Fitness
- C. Quality Goal – Achieve and Maintain Quality Indicators in Top 10% Nationally by 2011 through the Constant Pursuit of Perfection
1. Care Coordination Integrated Model
  2. Quality Dashboard – December 2011
- D. Growth Goal – Achieve and Maintain 10% or Less Outmigration in Primary Service Area by 2011
1. General Medicine Market Share from Primary Service Area
  2. General Surgery Market Share from Primary Service Area
  3. Parrish Home Health Annual Report
- E. Finances Goal – Achieve and Maintain Credit Rating in Top 10% Nationally by 2011
1. Financial and Statistical Reports – October (LD.04.01.03)\*
  2. Maximum Annual Debt Service (MADS) Coverage
  3. Days Cash-on-Hand
- F. Other Related Management Issues/Information
- G. Hospital Attorney - Mr. Bittman
- H. Announcements of Tentatively Scheduled Upcoming Meetings
1. Ad Hoc Credentials Review Committee Executive Session  
January 9, 2012  
Vice President – Nursing Conference Room  
10:00 a.m.

\*See The Joint Commission Standard Identified Under The Joint Commission Tab

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2. Quality Committee  
January 9, 2012  
Executive Conference Room  
11:00 a.m.
3. Audit Committee  
January 9, 2012  
Executive Conference Room  
Noon
4. Budget and Finance Committee  
January 9, 2012  
Executive Conference Room  
1:00 p.m.
5. Board of Directors Executive Session  
January 9, 2012  
Executive Conference Room  
(To commence no earlier than 2:00 p.m.)
6. Executive Committee  
January 9, 2012  
Executive Conference Room
7. Educational, Governmental and Community Relations Committee  
January 9, 2012  
First Floor, Conference Center
8. Planning, Physical Facilities and Properties Committee  
January 9, 2012  
First Floor, Conference Center
9. Board of Directors  
January 9, 2012  
First Floor, Conference Center  
(To commence no earlier than 4:30 p.m., immediately following the last  
Committee meeting)

\*See The Joint Commission Standard Identified Under The Joint Commission Tab

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- XIII. Other
- XIV. Closing Remarks – Chairman
- XV. Executive Session (if necessary)
- XVI. Open Forum for Public

**ADJOURNMENT**

**NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.**

**PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT MS. LISA CAVALLERO, EXECUTIVE DIRECTOR OF SUPPORT SERVICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FIVE (5) DAYS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6190 OR (321) 383-9829 (TDD).**

**THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS. TO THE EXTENT OF SUCH DISCUSSIONS, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT AND NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.**

\*See The Joint Commission Standard Identified Under The Joint Commission Tab

**Members:**

Peggy Crooks, Chairman

J. J. Parrish III

Herman Cole

Jerry Noffel

TENTATIVE AGENDA  
AUDIT COMMITTEE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
DECEMBER 5, 2011, 12:00 NOON  
EXECUTIVE CONFERENCE ROOM, 2<sup>ND</sup> FLOOR ADMINISTRATION

Call to Order

- I. Review and approval of minutes (June 6, 2011)
- II. Review of FY2011 Draft Audited Financial Statements and Status Update of Audit – Mr. Skeldon/Mr. Goolsby
- III. Status of the 2010 Management Letter Comments and potential new Management Letter Comments for 2011 – Mr. Skeldon/Mr. Goolsby
- IV. Executive Session (if necessary)
- V. Discussion with Auditor's
- VI. Adjournment

## **QUALITY COMMITTEE**

Lee Moore, Chairman  
Herman A. Cole, Jr.  
Peggy Crooks  
Patricia C. Manning, Ed.D.  
George Mikitarian (non-voting)  
Jerry L. Noffel  
J. J. Parrish (ex-officio)  
Maureen Rupe  
David B. McMahon, M.D., President/Medical Staff, Vice Chairman

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
QUALITY COMMITTEE  
MONDAY, DECEMBER 5, 2011  
EXECUTIVE CONFERENCE ROOM  
11:00 A.M.**

### **CALL TO ORDER**

- I. Review and Approval of Minutes (November 7, 2011) – Mr. Lee Moore
- II. December Quality Dashboard Review – Mr. Lee Moore
- III. Proposed Bylaws Revision/Quality Committee – Mr. Lee Moore
- IV. White Paper – Why Hospital Boards Must Have a Quality Committee – Mr. Lee Moore
- V. Executive Session (if necessary)

### **ADJOURNMENT**

**NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE EDUCATION COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.**

**PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT MS. LISA CAVALLERO, EXECUTIVE DIRECTOR OF SUPPORT SERVICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FIVE (5) DAYS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6190 OR (321) 383-9829 (TDD).**

**THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE. TO THE EXTENT OF SUCH DISCUSSION, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT, BOARD OF DIRECTORS EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE AND NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.**

**[The duration of the Regular Session of the Quality Committee is estimated to be 60 minutes.]**

FINANCE COMMITTEE MEMBERS:

Herman Cole, Jr., Chairman  
Jerry Noffel, Vice Chair  
Peggy Crooks  
Billie Fitzgerald  
Lee Moore  
Maureen Rupe  
J. J. Parrish III (ex-officio)  
David B. McMahon, M.D., President-Medical Staff  
George Mikitarian, President/CEO (non-voting)  
David N. Greenblum, M.D. (alternate)

**TENTATIVE AGENDA  
BUDGET & FINANCE COMMITTEE MEETING - REGULAR  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
MONDAY, DECEMBER 5, 2011  
EXECUTIVE CONFERENCE ROOM  
SECOND FLOOR, ADMINISTRATION**

CALL TO ORDER

- I. Review and approval of minutes (November 7, 2011)
- II. Quarterly Point of Service Collections Update – Mr. Skeldon/Ms. Rich
- III. Financial Review – Mr. Skeldon
- IV. Audit Committee Action Items – Mr. Skeldon
  - a. Employed Physicians Receivables
  - b. Dialysis Billing
  - c. McKesson Implementation
  - d. Recruitment of Key Finance Personnel
- V. Quarterly Health Insurance Update (For Information Only) – Mr. Skeldon
- VI. Disposal of Surplus Property – Mr. Skeldon

***Motion:*** *To recommend to the Board of Directors to declare the equipment listed in the request for Disposal of Obsolete or Surplus Property Forms as surplus and obsolete and dispose of same in accordance with FS274.05 and FS274.96.*

## VII. Future Topics – Mr. Skeldon

- a. Quarterly FY11 Capital Update (To be presented in January)
- b. Quarterly Parrish Healthcare Center and UCC Update (To be presented in January)
- c. Quarterly Investment Report (Pension/Operating) (To be presented in February)
- d. Quarterly Pension Update (To be presented in February)
- e. Quarterly Clinical Quality Value Analysis & SESS (To be presented in February)
- f. Quarterly Point of Service Collections Update (To be presented in March)
- g. Quarterly Health Insurance Update (To be presented in March)
- h. Investment Policy Annual Review (To be presented in November)

## VIII. Executive Session (if necessary)

### ADJOURNMENT

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PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT MS. LISA CAVALLERO, EXECUTIVE DIRECTOR, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FIVE (5) DAYS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 383-9829 (TDD).

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**EXECUTIVE COMMITTEE**

Robert L. Jordan, Jr., C.M., Chairman  
Herman A. Cole, Jr.  
Billie Fitzgerald  
Lee Moore  
J. J. Parrish III  
George Mikitarian, President/CEO (non-voting)

**DRAFT AGENDA  
EXECUTIVE COMMITTEE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
MONDAY, DECEMBER 5, 2011  
2<sup>nd</sup> FLOOR, EXECUTIVE CONFERENCE ROOM**

**CALL TO ORDER**

- I. Reading of the Huddle
- II. Review and Approval of Minutes (November 7, 2011)
- III. Report from Titusville City Council Liaison – Ms. Pritchett
- IV. Strategic Planning – Mr. Mikitarian
- V. Open Forum for Physicians
- VI. Other
- VII. Executive Session (if necessary)

**ADJOURNMENT**

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