

**DRAFT AGENDA  
BOARD OF DIRECTORS MEETING - REGULAR MEETING  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
FEBRUARY 6, 2012  
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 (January 9, 2012)
- V. Recognitions
  - A. Board of Directors Holiday Donation/North Brevard Charities – Mr. Robinson
  - B. Brevard Public Schools LEAP Program – Ms. Carver/Ms. Lowe
  - C. David McMahon, M.D. – Mr. Parrish
  - D. Zachary Bird, M.D. – Mr. Mikitarian
  - E. Julie Chevillet, D.O. – Publication of Research Project/Journal of Pediatric Orthopedics – Mr. Parrish
  - F. Jayesh V. Patel, D.O. – Recertified in Otolaryngology & Facial Plastic Surgery – Mr. Parrish
  - G. Luis Quintero, M.D. – Completed the American Board of Emergency Medicine 2011 Continuous Certification Examination – Mr. Parrish
  - H. Elliot Schuman, M.D. – US New Top Doctors – Mr. Parrish

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

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- VI. Open Forum for Physicians
- VII. Unfinished Business
- VIII. New Business
  - A. E-Payables/Card Payments with Commerce Bank – Mr. Skeldon
  - B. 2012 Committee Assignments – Mr. Parrish
- IX. Medical Staff Report Recommendations/Announcements – Dr. Ravi Rao (MS.05.01.01)
  - A. Recommend the Board of Directors approve the request from Authrine Whyte, M.D. rescinding her resignation and requesting a leave of absence.
  - B. Recommend the Board of Directors approve Policy 9500-21, Mandatory Reporting of Medical Staff Disciplinary Actions, as presented.
  - C. Resignation(s)
    - Assia Benhacene, M.D. (appointed October 4, 2010)
    - Bernard Vinoski, M.D. (appointed January 5, 2009)
- X. Consent Agenda
  - A. Finance Committee
    - 1. Recommend the Board of Directors accept the pension plan actuarial valuation as of October 1, 2011 as presented. In addition, recommend that the Pension Administrative Committee perform a request for proposal for pension actuarial services.
    - 2. Recommend the Board of Directors 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. Budget and Finance Committee – Mr. Cole

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

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- C. Executive Committee – Mr. Jordan
  - D. Educational, Governmental and Community Relations Committee – Ms. Rupe
- XII. Process and Quality Report – Mr. Mikitarian
- A. Service Goal – Achieve and Maintain HCAHPS Patient Satisfaction Scores in Top 10% Nationally by 2012
    - 1. HCAHPS Scores by Nursing Unit (Graphs 1 and 2)
  - B. People Goal – Achieve and Maintain Engagement Scores in Top 10% Nationally by 2012
    - 1. Employees Participation in Voluntary Benefit Programs
  - C. Quality Goal - Achieve and Maintain Quality Indicators in Top 10% Nationally by 2012 through the Constant Pursuit of Perfection
    - 1. Process Improvement Projects
  - D. Growth Goal – Achieve and Maintain 10% or Less Outmigration in Primary Service Area by 2012
    - 1. Gynecology Surgery Market Share
    - 2. Obstetrics Market Share
  - E. Finances Goal – Achieve and Maintain Credit Rating in Top 10% Nationally by 2012
    - 1. Financial and Statistical Reports – December (LD.04.01.03)\*
    - 2. Days Cash on Hand
    - 3. Maximum Annual Debt Service (MADS) Coverage
  - F. Other Related Management Issues/Information
  - G. Hospital Attorney - Mr. Bittman
  - H. Announcements of Tentatively Scheduled Upcoming Meetings

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

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1. Ad Hoc Credentials Review Committee Executive Session  
March 5, 2012  
Vice President – Nursing Conference Room  
Time TBD
2. Quality Committee  
March 5, 2012  
Executive Conference Room  
Noon
3. Budget and Finance Committee  
March 5, 2012  
Executive Conference Room  
1:00 p.m.
4. Board of Directors Executive Committee  
March 5, 2012  
Executive Conference Room
5. Executive Committee Executive Session  
March 5, 2012  
Executive Conference Room  
(To commence no earlier than 2:00 p.m.)
6. Educational, Governmental and Community Relations Committee  
March 5, 2012  
First Floor, Conference Center
7. Planning, Physical Facilities and Properties Committee  
March 5, 2012  
First Floor, Conference Center
8. Board of Directors  
March 5, 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

BOARD OF DIRECTORS MEETING  
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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.**

## **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

Ravi Rao, M.D., President/Medical Staff, Vice Chairman

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
QUALITY COMMITTEE  
MONDAY, FEBRUARY 6, 2012  
EXECUTIVE CONFERENCE ROOM  
1:00 P.M.**

### **CALL TO ORDER**

- I. Review and Approval of Minutes (January 9, 2012) – Mr. Lee Moore
- II. February Quality Dashboard Review – Mr. Loftin (10 minutes)
  - Specific Review of All Indicators
- III. Emergency Department and Hospital Patient Flow – Dr. Garcia/Mr. Corcoran (10 minutes)
- IV. Network Quality Update – Ms. Barone (10 minutes)
- V. Joint Commission Review – Mr. Loftin (10 minutes)
  - Patient Tracers, PI Review, Leadership Tracer, Exit Findings
- VI. Summary – Mr. Moore (5 minutes)
- VII. Other
- VIII. 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).**

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**[The duration of the Regular Session of the Quality Committee is estimated to be 50 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)  
George Mikitarian, President/CEO (non-voting)  
David N. Greenblum, M.D.  
Ravi Rao, M.D., President-Medical Staff (alternate)

**TENTATIVE AGENDA  
BUDGET & FINANCE COMMITTEE MEETING - REGULAR  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
MONDAY, FEBRUARY 6, 2012  
EXECUTIVE CONFERENCE ROOM  
SECOND FLOOR, ADMINISTRATION**

CALL TO ORDER

- I. Review and approval of minutes (January 9, 2012)
- II. Report from Titusville City Council Liaison - Ms. Pritchett
- III. Quarterly Investment Report (Pension/Operating) – Mr. Skeldon
- IV. 2011 Actuarial Report – Mr. Skeldon

***Motion: Recommend the Board of Directors accept the pension plan actuarial valuation as of October 1, 2011 as presented. In addition, recommend that the Pension Administrative Committee perform a request for proposal for pension actuarial services.***

- V. Financial Review – Mr. Skeldon
  - a. Hospital Financial Report
  - b. Physician Practice Financial Report
- VI. Quarterly Pension Update (Information Only) – Mr. Skeldon

VII. 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.*

VIII. Future Topics – Mr. Skeldon

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

IX. 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, FEBRUARY 6, 2012  
2<sup>nd</sup> FLOOR, EXECUTIVE CONFERENCE ROOM**

**CALL TO ORDER**

- I. Reading of the Huddle
- II. Review and Approval of Minutes (January 9, 2012)
- III. Report from Titusville City Council Liaison – Ms. Pritchett
- IV. President/CEO Evaluation – Mr. Boyles
- V. Board Member Attestation Statement – Mr. Bittman
- VI. Board Bylaws Amendment/Quality Committee – Mr. Bittman
- VII. Strategic Planning – Mr. Mikitarian
- VIII. Open Forum for Physicians
- IX. Other
- X. Executive Session (if necessary)

**ADJOURNMENT**

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**EDUCATION COMMITTEE**

Robert L. Jordan, Jr., C.M., Chairman  
Billie Fitzgerald  
Patricia C. Manning, Ed.D., Vice Chairperson  
J. J. Parrish III (ex-officio)  
Maureen Rupe  
Elizabeth T. Galfo, M.D.  
Ravi Rao, M.D. (Alternate)  
George Mikitarian, President/CEO (Non-voting)

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE  
MONDAY, FEBRUARY 6, 2011  
CONFERENCE ROOM 2/3/4/5**

**CALL TO ORDER**

- I. Review and Approval of Minutes (January 9, 2012)
- II. Heart Failure – Performance Improvement Charter– Ms. Pam Jones (10 minutes)
- III. Other
- IV. Executive Session (if necessary)

**ADJOURNMENT**

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**[The duration of the Regular Session of the Education Committee is estimated to be 15 minutes.]**