

**DRAFT AGENDA
BOARD OF DIRECTORS MEETING - REGULAR MEETING
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
NOVEMBER 7, 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 (October 3, 2011)
- V. Recognitions
 - A. Maria Oconer, M.D. – Mr. Mikitarian
 - B. Jung-Woo Ma, M.D. – Mr. Mikitarian
 - C. Denis A. Perez, M.D. – Satisfactorily Completed the 2011 Maintenance of Certification Awarded by the American College of Obstetricians and Gynecologists (ACOG) – Mr. Parrish
 - D. Other
- VI. Open Forum for Physicians
- VII. Unfinished Business
- VIII. New Business
- IX. Medical Staff Report Recommendations/Announcements – Dr. David McMahon (MS.05.01.01)
 - A. Recommend the Board of Directors approve revised Policy 9500-156,

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

“Restraints”, as presented.

- B. Recommend the Board of Directors approve the revision to the Medical Staff General Rules and Regulations adding a Transfusion Committee. The voting members of the Committee will be physicians.
- C. Recommend the Board of Directors approve revised Policy 9500-7, “Improving Organizational Performance”, as presented.
- D. Resignations (For Information Only)
 - Stephen Griffith, M.D. (appointed December 7, 2009)

X. Consent Agenda

A. Budget and Finance Committee

- 1. Recommend the Board of Directors approve the Pension Investment Guidelines (9500-209) and the Operating Fund Investment Policy (9500-95) as presented.
- 2. Recommend the Board of Directors approve a capital contingency expenditure for a cost not to exceed \$50,658 to repair and extend the life of the Central Energy Plant Building Roof.
- 3. Recommend to the Board of Directors to approve management entering into the buy back Letter of Agreement with the Agency for Health Care Administration for increased Medicaid funding and to pay to the State an amount not to exceed of \$ _____ for trend adjustments.
- 4. Recommend to the Board of Directors to approve management entering into the buy back Letter of Agreement with the Agency for Health Care Administration for increased Medicaid funding and to pay to the State an amount not to exceed of \$ _____ for self-exemption.

XI. Committee Reports

- A. Quality Committee – Mr. Lee Moore
- B. Budget and Finance Committee – Mr. Cole

- C. Executive Committee – Mr. Jordan
 - D. Educational, Governmental and Community Relations Committee – Mr. Jordan
- XII. Process and Quality Report – Mr. Mikitarian
- A. Service Goal – Achieve and Maintain HCAHPS Patient Satisfaction Scores in Top 10% Nationally by 2011
 - 1. Home Health CAHPS Scores (Graphs 1 & 2)
 - B. People Goal – Achieve and Maintain Engagement Scores in Top 10% Nationally by 2011
 - 1. Annual PMC Employee Health Insurance Costs
 - 2. Percent of Employee’s Health Insurance Premium Paid by PMC
 - C. Quality Goal – Achieve and Maintain Quality Indicators in Top 10% Nationally by 2011 through the Constant Pursuit of Perfection
 - 1. National Patient Safety Goals (Graphs 1 & 2)
 - D. Growth Goal – Achieve and Maintain 10% or Less Outmigration in Primary Service Area by 2011
 - 1. Outpatient Surgery Market Share from Primary Service Area
 - 2. Outpatient Surgery Market Share from Secondary Service Area
 - E. Finances Goal – Achieve and Maintain Credit Rating in Top 10% Nationally by 2011
 - 1. Financial and Statistical Reports – September (LD.04.01.03)*
 - 2. Maximum Annual Debt Service (MADS) Coverage
 - 3. Earnings Before Interest, Taxes, Depreciation and Amortization (EBITDA) Margin
 - F. Other Related Management Issues/Information
 - G. Hospital Attorney - Mr. Bittman

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

- H. Announcements of Tentatively Scheduled Upcoming Meetings
1. Ad Hoc Credentials Review Committee Executive Session
December 5, 2011
Vice President – Nursing Conference Room
10:00 a.m.
 2. Quality Committee
December 5, 2011
Executive Conference Room
11:00 a.m.
 3. Audit Committee
December 5, 2011
Executive Conference Room
Noon
 4. Budget and Finance Committee
December 5, 2011
Executive Conference Room
1:00 p.m.
 5. Board of Directors Executive Session
December 5, 2011
Executive Conference Room
(To commence no earlier than 2:00 p.m.)
 6. Executive Committee
December 5, 2011
Executive Conference Room
 7. Educational, Governmental and Community Relations Committee
December 5, 2011
First Floor, Conference Center
 8. Planning, Physical Facilities and Properties Committee
December 5, 2011
First Floor, Conference Center

BOARD OF DIRECTORS MEETING
NOVEMBER 7, 2011
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9. Board of Directors
December 5, 2011
First Floor, Conference Center
(To commence no earlier than 4:30 p.m., immediately following the last
Committee meeting)

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.

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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, NOVEMBER 7, 2011
EXECUTIVE CONFERENCE ROOM
NOON**

CALL TO ORDER

- I. Review and Approval of Minutes (September 12, 2011) – Mr. Lee Moore
- II. November Quality Dashboard Review – Mr. Loftin (10 minutes)
- III. Update “Top 10” List – Mr. Loftin/Dr. McMahon (20 minutes)
- IV. Network Quality Plan – Dr. Manion/Mr. McAlpine (20 minutes)
- V. Summary/Quality Planning – Mr. Lee Moore (10 minutes)
- VI. 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 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, NOVEMBER 7, 2011
EXECUTIVE CONFERENCE ROOM
SECOND FLOOR, ADMINISTRATION**

CALL TO ORDER

- I. Review and approval of minutes (October 3, 2011)
- II. Quarterly Investment Report (Pension/Operating) – Mr. Skeldon
- III. Investment Policy Annual Review – Mr. Skeldon

Motion: Recommend the Board of Directors approve the Pension Investment Guidelines (9500-209) and the Operating Fund Investment Policy (9500-95) as presented.

- IV. Financial Review – Mr. Skeldon
- V. Repair of Central Energy Plant Building Roof – Mr. Skeldon/Mr. Bill Moore

Motion: Recommend the Board of Directors approve a capital contingency expenditure for a cost not to exceed \$50,658 to repair and extend the life of the Central Energy Plant Building Roof.

- VI. Audit Committee Action Items – Mr. Skeldon
 - a. Employed Physicians Receivables
 - b. Dialysis Billing
 - c. McKesson Implementation
 - d. Recruitment of Key Finance Personnel

VII. Revised Medicaid Letter of Agreement (Buy Back and Self-exemption) – Mr. Skeldon

Motion: To recommend to the Board of Directors to approve management entering into the buy back Letter of Agreement with the Agency for Health Care Administration for increased Medicaid funding and to pay to the State an amount not to exceed of \$ _____ for trend adjustments.

Motion: To recommend to the Board of Directors to approve management entering into the buy back Letter of Agreement with the Agency for Health Care Administration for increased Medicaid funding and to pay to the State an amount not to exceed of \$ _____ for self-exemption.

VIII. Quarterly Pension Update – Mr. Skeldon

IX. Quarterly Clinical Quality Value Analysis & SESS (Information Only) – Mr. Skeldon

X. Future Topics – Mr. Skeldon

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

XI. Executive Session (if necessary)

ADJOURNMENT

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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, NOVEMBER 7, 2011
2nd FLOOR, EXECUTIVE CONFERENCE ROOM**

CALL TO ORDER

- I. Reading of the Huddle
- II. Review and Approval of Minutes (October 3, 2011)
- III. Report from Titusville City Council Liaison – Ms. Long
- IV. Cardiac Cath Medical Director Contract – Mr. Mikitarian
- V. Open Forum for Physicians
- VI. Other
- VII. 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.

David McMahon, 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, NOVEMBER 7, 2011
CONFERENCE ROOM 2/3/4/5**

CALL TO ORDER

- I. Review and Approval of Minutes (October 3, 2011)
- II. Florida Health – Dr. Manion/Mr. McAlpine (20 minutes)
- III. Health Information System Transformation Update (For Information Only) – Mr. Bill Moore
- IV. Other
- V. Executive Session (if necessary)

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[The duration of the Regular Session of the Education Committee is estimated to be 25 minutes.]