

**DRAFT AGENDA
BOARD OF DIRECTORS MEETING - REGULAR MEETING
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
FEBRUARY 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 (January 10, 2010)
- V. Recognitions
 - A. Satu Shah, M.D. – Mr. Mikitarian
 - B. Manuel R. Quintana, M.D., Completion of Maintenance of Certification Part II ABC Examination (Year 2 MOC) by the American College of Obstetricians and Gynecologists (ACOG) – Mr. Parrish
 - C. Other
- VI. Open Forum for Physicians (5:00 p.m.)
- VII. Unfinished Business
- VIII. New Business
 - A. 2011 Committee Assignments – Mr. Parrish
 - B. North Brevard Medical Support, Inc. Liaison Report – Mr. Parrish

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

BOARD OF DIRECTORS MEETING
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- IX. Medical Staff Report Recommendations/Announcements – Dr. David McMahon (MS.05.01.01)
- A. Recommend the Board of Directors approve the revised “Patient Grievance Program”, Policy 9500-24.
 - B. Recommend the Board of Directors approve a revision to the Medical Staff Bylaws, Section 3.5-1, adding exception language regarding leave of absence while serving active duty in the military (option 2).
- X. Consent Agenda
- A. Quality Committee (January 11, 2011)
 - 1. Recommend the Board of Directors approve the proposed language for the Board Bylaws as revised to define the role of the Quality Committee.
 - B. Budget and Finance Committee
 - 1. Recommend the Board of Directors approve a resolution to execute the purchase of \$_____ of the outstanding 2008 bonds, at a price of \$0.____ with a goal of an internal rate of return to PMC of approximately 6.67% or greater.
 - 2. Recommend the Board of Directors accept the pension plan actuarial valuation as of October 1, 2010 as presented and amend the budget by increasing the pension funding by \$82,211. In addition, we should engage Gabriel Roeder Smith & Company to perform a comprehensive review of the pension plan’s actuarial assumptions.
 - 3. Recommend the Board of Directors approve the membership of _____ to serve the remaining term of Michael Mustard until June 30, 2011.
 - 4. Recommend 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.

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C. Executive Committee

1. Recommend the Board of Directors approve the American College of Surgeons Agreement with the jurisdiction governed by the laws of the State of Illinois.

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. HCAHPS Scores as Reported by CMS for all Brevard County Hospitals
2. HCAHPS Scores as Reported by CMS for all Other Hospitals in the Region

B. People Goal – Achieve and Maintain Engagement Scores in Top 10% Nationally by 2011

1. Employee/Dependent Health & Fitness Memberships
2. Cumulative Number of Employees who have taken Health Risk Assessments

C. Quality Goal – Achieve and Maintain Quality Indicators in Top 10% Nationally by 2011 through the Constant Pursuit of Perfection

1. HealthGrades Ratings for Orthopedic Procedures
2. Frequency of Five-Star and Three-Star Ratings for the Hospitals that Received the HealthGrades Award for Orthopedic Surgery Excellence

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

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- D. Growth Goal – Achieve and Maintain 10% or Less Outmigration in Primary Service Area by 2011
 - 1. Orthopedic/Neurosurgery and Women’s Procedures
 - 2. Angioplasty Procedures

- E. Finances Goal – Achieve and Maintain Credit Rating in Top 10% Nationally by 2010
 - 1. Financial and Statistical Reports – December 2010 (LD.04.01.03)*
 - 2. Operating Margin by Month
 - 3. Operating Margin by Year

- 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
March 7, 2011
Vice President – Nursing Conference Room
Noon

 - 2. Budget and Finance Committee
March 7, 2011
Executive Conference Room
1:00 p.m.

 - 3. Board of Directors Executive Session
March 7, 2011
Executive Conference Room
(To commence no earlier than 2:00 p.m.)

 - 4. Executive Committee
March 7, 2011
Executive Conference Room

 - 5. Educational, Governmental and Community Relations Committee

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March 7, 2011
First Floor, Conference Center

6. Planning, Physical Facilities and Properties Committee
March 7, 2011
First Floor, Conference Center
7. Board of Directors
March 7, 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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FINANCE COMMITTEE MEMBERS:

Herman Cole, Jr., Chairman

Jerry Noffel, Vice Chair

Peggy Crooks

Lee Moore

J. J. Parrish III (ex-officio)

David N. Greenblum, M.D.

David B. McMahon, M.D., President-Medical Staff (alternate)

George Mikitarian, President/CEO (non-voting)

**TENTATIVE AGENDA
BUDGET & FINANCE COMMITTEE MEETING - REGULAR
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
MONDAY, FEBRUARY 7, 2011
IMMEDIATELY FOLLOWING AUDIT COMMITTEE
EXECUTIVE CONFERENCE ROOM
SECOND FLOOR, ADMINISTRATION**

CALL TO ORDER

I. Review and approval of minutes (January 10, 2011)

II. Quarterly Investment Report – Mr. Skeldon

III. Purchase a Portion of the 2008 Outstanding Bonds – Mr. Skeldon

Motion: Recommend the Board of Directors approve a resolution to execute the purchase of \$_____ of the outstanding 2008 bonds, at a price of \$0.____ with a goal of an internal rate of return to PMC of approximately 6.67% or greater.

IV. Financial Review – Mr. Skeldon

V. Quarterly Clinical Quality Value Analysis & SESS – Mr. Skeldon

VI. 2010 Actuarial Report – Mr. Skeldon

Motion: Recommend the Board of Directors accept the pension plan actuarial valuation as of October 1, 2010 as presented and amend the budget by increasing the pension funding by \$82,211. In addition, we should engage Gabriel Roeder Smith & Company to perform a comprehensive review of the pension plan's actuarial assumptions.

VII. Quarterly Pension Update – Mr. Skeldon

Motion: Recommend the Board of Directors approve the membership of _____ to serve the remaining term of Michael Mustard until June 30, 2011.

VIII. Audit Committee Action Items – Mr. Skeldon

- a. Employed Physicians Receivables
- b. Dialysis Billing
- c. McKesson Implementation
- d. Recruitment of Key Finance Personnel

IX. FY2012 Operating and Capital Budget Timelines (Information Only) – Mr. Skeldon

X. 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.

XI. Health Village at PMC Project Update (Informational Purposes Only)

XII. 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 FY10 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)

XIII. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE FINANCE 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.

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QUALITY COMMITTEE

Lee Moore, Chairman
Herman A. Cole, Jr.
Patricia C. Manning, Ed.D.
Jerry L. Noffel
Maureen Rupe

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
QUALITY COMMITTEE
MONDAY, FEBRUARY 7, 2011
EXECUTIVE CONFERENCE ROOM
NOON**

CALL TO ORDER

- I. Review and Approval of Minutes (January 10, 2011) – Mr. Lee Moore
- II. Dashboard Review/HCAHPS - Mr. Lifton
- III. Update on Targeted Quality Measures – Dr. McMahon/Mr. Loftin
 - Physician Documentation
 - Room Cleanliness
- IV. Improving Quality in Healthcare and Redesigning our System – Ms. Barone
- V. Other
- 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.

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[The duration of the Regular Session of the Education Committee is estimated to be 1 hour.]

EXECUTIVE COMMITTEE

Robert L. Jordan, Jr., C.M., Chairman

Herman A. Cole, Jr.

Peggy Crooks

Billie Fitzgerald

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

CALL TO ORDER

- I. Reading of the Huddle
- II. Review and Approval of Minutes (January 10, 2011) (1 minute)
- III. Report from Titusville City Council Liaison – Ms. Long (10 minutes)
- IV. American College of Surgeons Agreement – Mr. Jones (5 minutes)
- V. Open Forum for Physicians
- VI. Other
- VII. Executive Session (if necessary)

ADJOURNMENT

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(The duration of the Regular Session of the Executive Committee is estimated to be 15 minutes)

EDUCATION COMMITTEE

Robert L. Jordan, Jr., C.M., Chairman

Billie Fitzgerald

Patricia C. Manning, Ed.D., Vice Chairperson

Lee Moore

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, FEBRUARY 7, 2011
CONFERENCE ROOM 2/3/4/5**

CALL TO ORDER

- I. Review and Approval of Minutes (January 10, 2011) (1 minute)
- II. Skilled Nursing Services – Mr. McAlpine (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 11 minutes.]