

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
BOARD OF DIRECTORS – REGULAR MEETING
DRAFT**

A regular meeting of the Board of Directors of the North Brevard County Hospital District operating Parrish Medical Center was held on January 10, 2011 in Conference Room 2/3/4/5, First Floor. The following members, representing a quorum, were present:

J. J. Parrish III, Chairman
Herman A. Cole, Jr.
Peggy Crooks
Billie Fitzgerald
Robert L. Jordan, Jr., C.M.
Patricia C. Manning, Ed.D. (via telephone)
Lee Moore
Jerry L. Noffel
Maureen Rupe

Member(s) Absent:
None

A copy of the attendance roster of others present during the meeting is appended to the file copy of these minutes.

CALL TO ORDER

Mr. Parrish called the meeting to order at 5:04 p.m. and reported that Dr. Manning is participating in today's meeting via telephone.

PLEDGE OF ALLEGIANCE

Mr. Noffel led the Board of Directors, staff and public in reciting the Pledge of Allegiance.

PMC'S VISION – *Healing Families – Healing Communities*

Mr. Parrish led the Board of Directors, staff and public in reciting PMC's Vision – *Healing Families – Healing Communities*.

SECRETARY’S REPORT AND ELECTION OF OFFICERS

Mr. Parrish reviewed the process for the election of officers, and appointed Mr. Bittman as the teller to distribute, collect and count the ballots. He reported that Dr. Manning has designated Mr. Bittman to cast ballots for her. Ms. Rupe expressed her preference for voting by roll call rather than voting by written ballot. Discussion ensued and legal counsel will investigate whether the Board can elect the officers via roll call.

Election of Chairman

Mr. Jordan and Mr. Parrish had submitted their names for the office of Chairman. No nominations were presented from the floor; Mr. Jordan moved to close the nominations, which was seconded by Mr. Cole, and approved. The ballots were distributed, marked and collected. Mr. Bittman announced the results. Mr. Parrish was elected as Chairman.

ACTION TAKEN: MR. PARRISH ELECTED AS CHAIRMAN OF THE BOARD OF DIRECTORS.

Election of Vice Chairman

Mr. Cole, Mr. Jordan and Dr. Manning had submitted their names for the office of Vice Chairman. No nominations were presented from the floor. The ballots were distributed, marked and collected. Mr. Bittman announced the results. Mr. Jordan was elected as Vice Chairman.

ACTION TAKEN: MR. JORDAN ELECTED AS VICE CHAIRMAN OF THE BOARD OF DIRECTORS.

Election of Treasurer

Mr. Cole and Mr. Noffel had submitted their names for the office of Treasurer. No nominations were presented from the floor. The ballots were distributed, marked and collected. Mr. Bittman announced the results. Mr. Cole was elected as Treasurer.

ACTION TAKEN: MR. COLE ELECTED AS TREASURER OF THE BOARD OF DIRECTORS.

Secretary

Ms. Fitzgerald had submitted her name for the office of Secretary. No nominations were presented from the floor. Mr. Cole moved to close the nominations, which was seconded by Mr. Jordan. Ms. Fitzgerald was elected as Secretary by acclamation.

ACTION TAKEN: MS. FITZGERALD ELECTED AS SECRETARY OF THE BOARD OF DIRECTORS.

Executive Committee Member-at-Large

Dr. Patricia Manning and Mr. Lee Moore had submitted their names for the Executive Committee Member-at-Large. No nominations were presented from the floor. Mr. Cole moved to close the nominations, which was seconded by Mr. Jordan. The ballots were distributed, marked and collected. Mr. Bittman announced the results. Mr. Lee Moore was elected as Executive Committee Member-at-Large.

ACTION TAKEN: MR. LEE MOORE ELECTED AS EXECUTIVE COMMITTEE MEMBER-AT-LARGE.

APPROVAL OF AGENDA

The following motion was made by Mr. Cole, seconded by Mr. Jordan and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE AGENDA AS PRESENTED.

REVIEW AND APPROVAL OF MINUTES

The following motion was made by Mr. Cole, seconded by Ms. Crooks and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF THE DECEMBER 6, 2010 MEETING AS DISTRIBUTED.

RECOGNITIONS – Ricardo Rivera-Morales, M.D.

On behalf of the Board of Directors, Mr. Parrish presented a plaque to Dr. Rivera-Morales in appreciation of his dedicated service, vision and leadership during his tenure as the 2010 medical staff president. Dr. Rivera-Morales expressed his thanks.

David M. Enscoe, M.D.

On behalf of the Board of Directors, Mr. Parrish extended congratulations to Dr. Enscoe on his successful completion of Part I Examination for The American Board of Anesthesiology. Congratulations were extended to Dr. Enscoe.

Jorge Perez-De Armas, M.D.

Mr. Mikitarian introduced Dr. De Armas and reported that he was recently appointed to the active medical staff with privileges in hematology/oncology. Dr. De Armas is affiliated with Space Coast Cancer Care Centers. Dr. De Armas stated he is happy to be at PMC. A warm welcome was extended to Dr. Perez-De Armas.

Chandra Pingili, M.D.

Mr. Mikitarian introduced Dr. Pingili and reported that he was recently appointed to the active medical staff with privileges in internal medicine. Dr. Pingili is affiliated with Dr. Vinay in Port St. John. Dr. Pingili expressed his thanks. A warm welcome was extended to Dr. Pingili.

Other

There were no other recognitions.

OPEN FORUM FOR PHYSICIANS

There were no items presented during the open forum for physicians.

UNFINISHED BUSINESS

There were no unfinished business items.

NEW BUSINESS – Appointment of Safety Officer

Mr. Bill Moore reviewed the December 20, 2010 memorandum relative to the appointment of a Safety Officer through January 2012. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Noffel and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE APPOINTMENT OF MR. ROBERT CONNOR, PROJECT MANAGER/PLANT OPERATIONS, AS PARRISH MEDICAL CENTER'S SAFETY OFFICER THROUGH JANUARY 31, 2012.

MEDICAL STAFF REPORT RECOMMENDATIONS/ANNOUNCEMENTS – Code of Ethics Plan

Dr. McMahon reviewed the Medical Executive Committee recommendation to approve the Code of Ethics Plan as presented. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Cole and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE CODE OF ETHICS PLAN AS REVIEWED AND APPROVED BY THE INSTITUTIONAL ETHICS COMMITTEE 11/2010 AND THE MEDICAL EXECUTIVE COMMITTEE 12/2010.

Medical Staff Reappointment Application

Dr. McMahon reviewed the Medical Executive Committee recommendation to approve the recommendation from the Credentials and Medical Ethics Committee relative to the deletion on the medical staff reappointment application. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Cole and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE RECOMMENDATION FROM THE CREDENTIALS AND MEDICAL ETHICS COMMITTEE AND THE MEDICAL EXECUTIVE COMMITTEE THAT THE QUESTION REGARDING CPR TRAINING, BLS, AND ACLS BE DELETED FROM THE MEDICAL STAFF REAPPOINTMENT APPLICATION.

Resignations

Dr. McMahon noted the following resignations from the medical staff. This was presented for information only; no action needed.

- Lee A. Crocker, M.D. (appointed July 1992)
- Mina Zeini, M.D. (appointed November 2006)

CONSENT AGENDA

Mr. Parrish asked if anyone from the Board or public wished to remove any item(s) from the consent agenda; no items were removed. Discussion ensued and the following motion was made by Mr. Cole, seconded by Mr. Jordan and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE FOLLOWING CONSENT AGENDA ITEMS:

A. AUDIT COMMITTEE

- 1. RECOMMEND THE BOARD OF DIRECTORS APPROVE THE FISCAL YEAR 2010 AUDITED FINANCIAL STATEMENTS, REPORT ON COMPLIANCE AND INTERNAL CONTROLS, MANAGEMENT LETTER, AND DEBT COMPLIANCE LETTER.**

B. BUDGET AND FINANCE COMMITTEE

- 1. RECOMMEND THE BOARD OF DIRECTORS AUTHORIZE BOTT ANDERSON TO BEGIN A SEARCH**

FOR A LARGE CAP GROWTH MANAGER AND AN INTERNATIONAL MANAGER.

2. **RECOMMEND THE BOARD OF DIRECTORS APPROVE POLEN CAPITAL MANAGEMENT AS THE LARGE CAP GROWTH MANAGER FOR THE PENSION PLAN.**
3. **RECOMMEND THE BOARD OF DIRECTORS DISMISS ALETHEIA AS THE LARGE CAP GROWTH MANAGER BASED ON LACK OF PERFORMANCE AND LEGAL ISSUES.**
4. **RECOMMEND THE BOARD OF DIRECTORS APPROVE WENTWORTH HAUSER & VIOLICH AS THE INTERNATIONAL MANAGER FOR THE PENSION PLAN.**
5. **RECOMMEND THE BOARD OF DIRECTORS APPROVE REBALANCING THE EQUITY FUND AT 15% FOR LARGE CAP GROWTH, 15% FOR LARGE CAP VALUE, 15% FOR MID CAP CORE, AND 15% FOR INTERNATIONAL FUND.**
6. **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.**

COMMITTEE REPORTS – Audit Committee

Ms. Crooks reported that all items were covered on the consent agenda.

Budget and Finance Committee

Mr. Cole reported that all items were covered on the consent agenda.

Executive Committee

Mr. Jordan reported that all items were covered during the meeting.

Educational, Governmental and Community Relations Committee

Mr. Jordan reported that all items were covered during the meeting.

Planning, Physician Facilities and Properties Committee

Ms. Rupe reported that all items were covered during the meeting.

PROCESS AND QUALITY REPORT

Mr. Parrish noted the Process and Quality Report included in the agenda packet. No additional information was presented. Copies of the following Game Plan documents are appended to the file copy of these minutes.

- A. Service Goal – Achieve and Maintain HCAHPS Patient Satisfaction Scores in Top 10% Nationally by 2010
 - 1. Home Health CAHPS Survey (Graphs 1 and 2)
- B. People Goal – Achieve and Maintain Engagement Scores in Top 10% Nationally by 2010
 - 1. Summary of 2009 Gallup Q-12 Findings
- C. Quality Goal – Achieve and Maintain Quality Indicators in Top 10% Nationally by 2010 through the Constant Pursuit of Perfection
 - 1. Strategic Surveillance System (S3) Score
 - 2. Strategic Surveillance System (S3) Data Sources
- D. Growth Goal – Achieve and Maintain 10% or Less Outmigration in Primary Service Area by 2010
 - 1. Orthopedic/Neurosurgery and Women’s Procedures
 - 2. Angioplasty Procedure Growth
- E. Finances Goal – Achieve and Maintain Credit Rating in Top 10% Nationally by 2010
 - 1. Financial and Statistical Reports – November 2010
 - 2. Operating Margin by Month
 - 3. Operating Margin by Year

Other Related Management Issues/Information

No items were presented.

Hospital Attorney

Legal counsel had no report this evening. A copy of the December 21, 2010 letter summarizing the November 2010 invoices is appended to the file copy of these minutes.

Announcements of Tentatively Scheduled Upcoming Meetings

Mr. Parrish noted the tentative schedule of upcoming meetings and reported that a Joint Conference Committee meeting will be scheduled in January.

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

First Floor, Conference Center

9. Board of Directors
February 7, 2011
First Floor, Conference Center
(To commence no earlier than 4:30 p.m., immediately following the last
Committee meeting)

OTHER

No other items were presented.

CLOSING REMARKS

No items were presented.

OPEN FORUM FOR PUBLIC

Ms. Bea Polk and Ms. Susan Canada discussed the National Veterans Homeless Support group. Ms. Joan Wheeler discussed her invoice from Carmona Pathology Assoc. PA and her denial to sign a consent form for an x-ray at PMC.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 5:48 p.m.

Billie Fitzgerald
Secretary