

**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 August 1, 2011 in Conference Room 2/3/4/5, First Floor. The following members, representing a quorum, were present:

J. J. Parrish III, Chairman  
Peggy Crooks  
Robert L. Jordan, Jr., C.M.  
Patricia C. Manning, Ed.D.  
Lee Moore  
Jerry L. Noffel  
Maureen Rupe

Member(s) Absent:

Herman A. Cole, Jr. (excused)  
Billie Fitzgerald (excused)

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 5:53 p.m.

**PLEDGE OF ALLEGIANCE**

Ms. Crooks 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*®.

**APPROVAL OF AGENDA**

The following motion was made by Mr. Jordan, seconded by Dr. Manning and approved (7 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 Ms. Crooks, seconded by Mr. Jordan and approved (7 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF THE JUNE 6, 2011 MEETING AS DISTRIBUTED.***

**RECOGNITIONS – Erica O’Bryan, M.D.**

Mr. Mikitarian introduced Erica O’Bryan, M.D., summarized her educational background, and reported she has been appointed to the active medical staff with privileges in pediatrics. Dr. O’Bryan expressed her thanks for the opportunity to work at Parrish Medical Center. A warm welcome was extended to Dr. O’Bryan.

**James D. Glenn, M.D.**

Mr. Parrish extended congratulations to James D. Glenn, M.D. and announced Dr. Glenn recently passed the 2011 Maintenance of Certification Recertification examination.

**OPEN FORUM FOR PHYSICIANS**

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

**RECESS**

Mr. Parrish recessed the meeting at 5:57 p.m. to resume the Education Committee meeting.

**RECONVENE**

Mr. Parrish reconvened the Board of Directors meeting at 6:02 p.m.

**Other**

Dr. Manning expressed kudos for the Symphony of Hope Concert recently held at Parrish Medical Center to honor cancer survivors and families. She reported the response from the community was incredible.

**UNFINISHED BUSINESS**

Mr. Kenneth Jones discussed the proposed revision to the Medical Staff General Rules and Regulations – Department of Surgery and recommended approval of the proposed

revision. Discussion ensued and the following motion was made by Dr. Manning, seconded by Mr. Jordan and approved (7 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE REVISION TO THE MEDICAL STAFF GENERAL RULES AND REGULATIONS AS PRESENTED.***

**NEW BUSINESS**

No items were presented.

**MEDICAL STAFF REPORT RECOMMENDATIONS/ANNOUNCEMENTS –  
Manuel G. Dee, M.D.**

Mr. Bittman reviewed the Medical Executive Committee recommendation to approve that Manuel G. Dee, M.D. be reinstated. Discussion ensued and the following motion was made by Dr. Manning, seconded by Ms. Rupe and approved (7 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THAT MANUEL G. DEE, M.D. BE REINSTATED.***

**Utilization Management Plan**

Mr. Bittman reviewed the Medical Executive Committee recommendation to approve the revised “Utilization Management Plan”, Policy 9500-78. Discussion ensued and the following motion was made by Dr. Manning, seconded by Ms. Rupe and approved (7 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE REVISED UTILIZATION MANAGEMENT PLAN, POLICY 9500-78, AS PRESENTED.***

**Stephen J. Lagergren, M.D.**

Mr. Bittman reviewed the Medical Executive Committee recommendation to approve the request of Stephen J. Lagergren, M.D. to be exempt from Emergency Room call. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Dr. Manning and approved (7 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE REQUEST OF STEPHEN J. LAGERGREN, M.D. TO BE EXEMPT FROM EMERGENCY ROOM CALL AND THAT HIS LETTER SERVE AS THE ONE YEAR PRIOR NOTICE AS REQUIRED IN THE MEDICAL STAFF GENERAL RULES AND REGULATIONS. DR. LAGERGREN MEETS THE REQUIREMENTS FOR EMERGENCY ROOM CALL EXEMPTION.***

**Revised Organ/Tissue Donation for Transplantation: Brain Death Protocol, Policy No. 9500-44**

Mr. Bittman reviewed the Medical Executive Committee recommendation to approve the revised “Organ/Tissue Donation for Transplantation: Brain Death Protocol”, Policy 9500-44, and requested that this recommendation be deferred until next month. This request was acknowledged by the Board of Directors.

**Resignations (For Information Only)**

Mr. Bittman noted the resignations of Isaac Esseesse, M.D. and Kalyan K. Bachu, M.D. This was presented for information only; no action required.

**CONSENT AGENDA**

Mr. Parrish asked if anyone from the Board or public wished to remove any item(s) from the revised consent agenda. No items were removed. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Ms. Crooks and approved (7 ayes, 0 nays, 0 abstentions).

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

**A. EXECUTIVE COMMITTEE**

- 1. RECOMMEND THE BOARD OF DIRECTORS APPROVE THE FOLLOWING ADDITIONAL LANGUAGE TO THE CONFLICT MANAGEMENT SECTION OF THE MEDICAL STAFF BYLAWS “WITH RESPECT TO ANY RECOMMENDATION BY THE CONFLICT RESOLUTION COMMITTEE AS PROVIDED IN THE ARTICLE, THE CONFLICT RESOLUTION COMMITTEE SHALL NOT MAKE ANY RECOMMENDATIONS WHICH ARE INCONSISTENT WITH PRIOR DECISIONS OF THE BOARD ON RELATED MATTERS OR ISSUES.”**

**B. BUDGET AND FINANCE COMMITTEE**

- 1. RECOMMEND THE BOARD OF DIRECTORS APPROVE THE REVISED FY2012 MAJOR VOLUME BUDGET ASSUMPTIONS AS PRESENTED.**
- 2. RECOMMEND TO THE BOARD OF DIRECTORS TO APPROVE MANAGEMENT ENTERING INTO THE BUYBACK 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 \$627,200 FOR TREND ADJUSTMENTS.**

3. **RECOMMEND TO THE BOARD OF DIRECTORS TO APPROVE MANAGEMENT ENTERING INTO THE 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 \$1,168,395 FOR LOW INCOME POOL.**
4. **RECOMMEND TO THE BOARD OF DIRECTORS TO APPROVE MANAGEMENT ENTERING INTO THE 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 \$1,366,708 FOR SELF-EXEMPTION.**
5. **RECOMMEND TO THE BOARD OF DIRECTORS TO APPROVE THE USE OF FISCAL YEAR 2011 CAPITAL CONTINGENCY FUNDS IN THE AMOUNT OF \$53,351.11 FOR CONSTRUCTION OF, AND FURNITURE FOR, OFFICE SPACE FOR PARRISH TECHNOLOGY SERVICES APPLICATIONS DIVISION.**
6. **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.**

**COMMITTEE REPORTS – Quality Committee**

Mr. Lee Moore summarized the items discussed/presented at today's Quality Committee meeting to include the review of the Dashboard. Mr. Moore reported that the Hospital Acquired Conditions and Emergency Department indicators moved to "green." He expressed kudos to the Emergency Department, to the staff, and attending physicians who take care of our inpatients. Mr. Lee Moore reported the Committee also discussed ways to further improve the cooperative relationship between the physicians/staff/Board of Directors in our collective pursuit of quality, and stated this will be a continuing focus of the Quality Committee.

**Budget and Finance Committee**

Mr. Noffel reported all items were covered during the meeting and on the consent agenda.

**Executive Committee**

Mr. Jordan reported all items were covered on the consent agenda.

**Educational, Governmental and Community Relations Committee**

Mr. Jordan 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 2011
  - 1. Percentage of Excellent Scores of Port St. John Healthcare Center Survey Questions (Graph 1 and 2)
- B. People Goal – Achieve and Maintain Engagement Scores in Top 10% Nationally by 2011
  - 1. Certifications Awarded to Clinical Staff
  - 2. Classes Offered for Contact Hours
- C. Quality Goal – Achieve and Maintain Quality Indicators in Top 10% Nationally by 2011 through the Constant Pursuit of Perfection
  - 1. Core Measure Compliance for Heart Attack and Heart Failure
  - 2. Core Measure Compliance for Pneumonia and Surgery
- 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 Procedure Growth
- E. Finances Goal – Achieve and Maintain Credit Rating in Top 10% Nationally by 2011

1. Financial and Statistical Reports – June
2. Maximum Annual Debt (MAD) Service Coverage

**Other Related Management Issues/Information**

No items were presented.

**Hospital Attorney**

Legal counsel did not have a report/update this month. Copies of the June 14, 2011 and July 15, 2011 letters summarizing the May and June 2011 invoices are appended to the file copy of these minutes.

**Announcements of Tentatively Scheduled Upcoming Meetings**

Mr. Parrish noted the tentative schedule of upcoming meetings.

1. Ad Hoc Credentials Review Committee Executive Session  
September 12, 2011  
Vice President – Nursing Conference Room  
Noon
2. Budget and Finance Committee  
September 12, 2011  
Executive Conference Room  
1:00 p.m.
3. Board of Directors Executive Session  
September 12, 2011  
Executive Conference Room  
(To commence no earlier than 2:00 p.m.)
4. Executive Committee  
September 12, 2011  
Executive Conference Room
5. Educational, Governmental and Community Relations Committee  
September 12, 2011  
First Floor, Conference Center
6. Planning, Physical Facilities and Properties Committee  
September 12, 2011  
First Floor, Conference Center

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7. Board of Directors  
September 12, 2011  
First Floor, Conference Center  
(To commence no earlier than 4:30 p.m., immediately following the last Committee meeting)
8. Board of Directors – First Public Hearing  
September 12, 2011  
First Floor, Conference Center  
5:01 p.m.
9. Board of Directors – Second Public Hearing  
September 26, 2011  
Executive Conference Room  
5:01 p.m.
10. Quality Committee  
TBD

**OTHER**

Discussion ensued relative to the meeting times. It was determined that if Board members have agenda items that may need a lengthy discussion, they should contact Ms. Moyes to adjust the agendas to reflect the appropriate amount of time for discussion.

Mr. Mikitarian discussed the Board of Directors hosting an open house/networking with the medical staff. It was determined to tentatively schedule this event on the October board meeting date.

**CLOSING REMARKS**

Mr. Jordan extended congratulations to Dr. Manning for having a road named after her.

**OPEN FORUM FOR PUBLIC**

No items were presented during the open forum for the public.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 6:27 p.m.

J. J. Parrish III  
Chairman