

**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 November 7, 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.
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 5:00 p.m.

PLEDGE OF ALLEGIANCE

Ms. Rupe 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 (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. Jordan, seconded by Mr. Cole and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF OCTOBER 3, 2011 AS DISTRIBUTED.

RECOGNITIONS – Maria Oconer, M.D.

Mr. Mikitarian introduced and recognized Dr. Maria Oconer who was recently appointed to the active medical staff and granted privileges in internal medicine. He summarized Dr. Oconer's educational background and reported that Dr. Oconer is affiliated with Space Coast Medical Specialists. Mr. Mikitarian noted the open house schedule for November 10, 2011 for Dr. Oconer and Dr. DiBello. A warm welcome was extended to Dr. Oconer. Dr. Oconer stated she is happy to be a part of Parrish Medical Center.

Jung-Woo Ma, M.D.

Mr. Mikitarian introduced and recognized Dr. Ma who was recently appointed to the associate medical staff and granted physical medicine and rehabilitation privileges. He summarized Dr. Ma's educational background and reported that Dr. Ma is affiliated with the Deuk Spine Institute. A warm welcome was extended to Dr. Ma. Dr. Ma expressed his thanks for the opportunity to work at Parrish Medical Center.

Denis A. Perez, M.D.

Mr. Parrish announced and expressed congratulations to Dr. Denis Perez for satisfactorily completing the 2011 Maintenance of Certification awarded by the American College of Obstetricians and Gynecologists (ACOG).

Other

There were no other recognitions.

OPEN FORUM FOR PHYSICIANS

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

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

No new business was presented.

**MEDICAL STAFF REPORT RECOMMENDATIONS/ANNOUNCEMENTS –
Policy 9500-156, “Restrains”**

Dr. McMahon reviewed the Medical Executive Committee recommendation to approve the revised Policy 9500-156, “Restrains”. Discussion ensued and the following motion was made by Dr. Manning, seconded by Ms. Fitzgerald and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE REVISED POLICY 9500-156, “RESTRAINTS”, AS PRESENTED.

**Proposed Revision to the Medical Staff General Rules and Regulations –
Transfusion Committee**

Dr. McMahon reviewed the Medical Executive Committee recommendation to approve the proposed revision adding a Transfusion Committee to the Medical Staff General Rules and Regulations. Discussion ensued and the following motion was made by Dr. Manning, seconded by Mr. Cole and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE REVISION TO THE MEDICAL STAFF GENERAL RULES AND REGULATIONS ADDING A TRANSFUSION COMMITTEE.

“Improving Organizational Performance”, Policy 9500-7

Dr. McMahon reviewed the Medical Executive Committee recommendation to approve the revised Policy 9500-7, “Improving Organizational Performance”. Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Manning and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE REVISED POLICY 9500-7, “IMPROVING ORGANIZATIONAL PERFORMANCE”, AS PRESENTED.

Medical Staff Resignation (For Information Only)

Dr. McMahon reported that Stephen Griffith, M.D. resigned from the medical staff. This was presented for information only; no action required.

RECESS

Mr. Parrish recessed the meeting at 5:06 p.m. to convene the Education Committee

meeting.

RECONVENE

Mr. Parrish reconvened the Board of Directors meeting at 5:35 p.m.

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. Cole, seconded by Ms. Fitzgerald and approved (9 ayes, 0 nays, 0 abstentions).

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

A. BUDGET AND FINANCE COMMITTEE

- 1. RECOMMEND TO THE BOARD OF DIRECTORS TO APPROVE THE REPLACEMENT OF EIGHT 457B FUND MANAGERS IDENTIFIED AS UNDERPERFORMING MANAGERS COMPARED TO THEIR PEERS AND TO REPLACE THEM WITH THE SEVEN NEW FUND MANAGERS IDENTIFIED.**
- 2. RECOMMEND THE BOARD OF DIRECTORS APPROVE THE PENSION INVESTMENT GUIDELINES (9500-209) AND THE OPERATING FUND INVESTMENT POLICY (9500-95) AS PRESENTED.**
- 3. 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.**

B. EXECUTIVE COMMITTEE

- 1. RECOMMEND THE BOARD OF DIRECTORS APPROVE THE ROTATION OF THE CATERIZATION LABORATORY MEDICAL DIRECTOR TO BE CARRIED OUT AS PLANNED IN THE ORIGINAL REQUEST FOR PROPOSAL.**

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. He reported that Core Measures, Hospital Acquired Conditions, and Emergency Department Care remained in "green" and the Patient's Hospital Experience is right on track. Information was presented on the quality aspects of the Florida Health Network and their potential impact to improve quality care, utilization and patient safety.

Budget and Finance Committee

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

Executive Committee

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

Educational, Governmental and Community Relations Committee

Mr. Jordan reported 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. 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
 2. Maximum Annual Debt Service (MADS) Coverage
 3. Earnings Before Interest, Taxes, Depreciation and Amortization (EBITDA) Margin

Other Related Management Issues/Information

No items were presented.

Hospital Attorney

Legal counsel had no report this evening. A copy of the October 11, 2011 letter summarizing the September 2011 invoice was included in the agenda packet for information only. No action was required. A copy of this letter is 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
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
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)

OTHER

No other items were presented.

CLOSING REMARKS

Mr. Jordan discussed the recent care/subsequent passing of his mother and expressed thanks for the cards/thoughts extended to him.

Dr. Manning discussed the Moore Cultural Center in Mims and the pavers leading to the fountain.

OPEN FORUM FOR PUBLIC

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

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ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 5:45 p.m.

Billie Fitzgerald
Secretary