

**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 1, 2010 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.  
Billie Fitzgerald  
Robert L. Jordan, Jr., C.M.  
Patricia C. Manning, Ed.D.  
Lee Moore  
Jerry L. Noffel  
Maureen Rupe

Member(s) Absent:

Peggy Crooks (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 5:26 p.m.

**PLEDGE OF ALLEGIANCE**

Mr. Jordan 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 Dr. Manning, seconded by Mr. Jordan and approved (8 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. Fitzgerald, seconded by Mr. Jordan and approved (8 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 27, 2010 AND OCTOBER 4, 2010 MEETINGS AS DISTRIBUTED.***

**RECOGNITIONS – Hae Soo Lim, M.D.**

On behalf of the Board of Directors, Mr. Parrish extended congratulations to Hae Soo Lim, M.D. who successfully passed the first year of Maintenance of Certification.

**Jayesh V. Patel, D.O.**

On behalf of the Board of Directors, Mr. Parrish extended congratulations to Jayesh V. Patel, D.O. who successfully passed the otolaryngology and facial plastic surgery recertification examination.

**Other**

There were no other recognitions presented.

**OPEN FORUM FOR PHYSICIANS**

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

**OPEN FORUM FOR PUBLIC**

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

**UNFINISHED BUSINESS - None**

**NEW BUSINESS – North Brevard Medical Support Liaison Report**

Mr. Lee Moore summarized the North Brevard Medical Support Board of Directors meeting of October 19, 2010, and reported that Dr. Carmona's term expired and the Board unanimously approved to reappoint Dr. Carmona for a two-year term. Mr. Skeldon discussed the issue relative to billing for Dialysis Center services and reported PMC is in the process of finalizing buying back the physician portion of the joint venture, therefore, the Dialysis Center will then be a department of the hospital where we will be able to bill as a provider-based unit. Mr. Skeldon reported PMC will go back and rebill for services we have been unable to bill for.

**MEDICAL STAFF REPORT RECOMMENDATIONS/ANNOUNCEMENTS –  
Revision to the General Medical Staff Rules and Regulations under Section IV.  
Medical Records**

Dr. Rivera-Morales reviewed the Medical Executive Committee recommendation to approve the revision to the General Medical Staff Rules and Regulations under Medical Records. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Dr. Manning and approved (8 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE REVISED GENERAL MEDICAL STAFF RULES AND REGULATIONS UNDER MEDICAL RECORDS ADDING “TREATMENT NOTE” BY UTILIZATION MANAGEMENT/ MEDICAL RECORDS COMMITTEE WITH THE ADDITIONAL LANGUAGE REQUESTED BY THE MEDICAL EXECUTIVE COMMITTEE.***

**CRNA Protocol**

Dr. Rivera-Morales reviewed the Medical Executive Committee recommendation to approve the CRNA Protocol. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Cole and approved (8 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE CRNA PROTOCOL AS RECOMMENDED BY THE CREDENTIALS AND MEDICAL ETHICS COMMITTEE.***

**Leave of Absence – Uma R. Mathur, M.D.**

Dr. Rivera-Morales noted the leave of absence of Uma R. Mathur, M.D. This was presented for information only; no action needed.

**Resignation – Ajmal Sultan, M.D.**

Dr. Rivera-Morales noted the resignation of Ajmal Sultan, M.D. This was presented for information only; no action needed.

**COMMITTEE REPORTS – Quality Committee**

Mr. Lee Moore reported the Quality Committee has been focusing on educating the Committee members on quality, the data we gather, and the core measures we use. He reported the Committee will next be discussing what we do with the information to improve the quality, actions that should be taken, how to get clinical input, and how to define and expand the Committee.

**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 on the consent agenda.

**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 on the consent agenda.

**CONSENT AGENDA**

Mr. Parrish noted the revised consent agenda and asked if anyone from the Board or public wished to remove any item(s); no items were removed. Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Manning and approved (8 ayes, 0 nays, 0 abstentions).

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

**A. BUDGET AND FINANCE COMMITTEE**

- 1. RECOMMEND THE BOARD OF DIRECTORS APPROVE THE PENSION INVESTMENT GUIDELINES (9500-209), AND OPERATING FUND INVESTMENT POLICY (9500-95) AS PRESENTED.**
- 2. RECOMMEND THE BOARD OF DIRECTORS APPROVE MANAGEMENT ENTERING INTO THE REVISED 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 \$474,404 FOR TREND ADJUSTMENTS.**
- 3. RECOMMEND 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 \$932,319 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 \$939,305 FOR SELF-EXEMPTION.**
- 5. 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 FS24.05 AND FS274.96.**

**B. PLANNING, PHYSICAL FACILITIES & PROPERTIES COMMITTEE**

- 1. RECOMMEND THE BOARD OF DIRECTORS AFFIRM THE SELECTION OF LOYD CONTRACTING, CO., INC. AS THE HEALTH VILLAGE WEST GENERAL CONTRACTOR FOR THE CARLILE AND NOBLES HOUSES TO INCLUDE THE PHASE II SITE DEVELOPMENT AND THE EXECUTION OF A GENERAL CONTRACTOR SCOPE OF WORK AGREEMENT IN AN AMOUNT NOT TO EXCEED \$513,805.**

**C. EXECUTIVE COMMITTEE**

- 1. RECOMMEND THE APPROVAL OF THE AMENDED AND RESTATED BYLAWS AS PRESENTED TO BE SENT TO THE BOARD OF DIRECTORS FOR APPROVAL AND FORWARD THE AMENDED AND RESTATED BYLAWS TO MEC FOR THEIR REVIEW.**

**PROCESS AND QUALITY REPORT**

Mr. Parrish noted the Process and Quality Report included in the agenda packet. Dr. Manning extended congratulations to the PMC's top scoring departments identified in the People graphs, to the diabetes educators for the improvement in diabetic patient fitness levels as reflected in the Quality graphs, and for the significant growth in angioplasties.

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. Outpatient Diagnostic Patient Satisfaction Percentile Rankings (Graphs 1 and 2)
- B. People Goal – Achieve and Maintain Engagement Scores in Top 10% Nationally by 2010
  - 1. Gallup Q12 Percentile Rankings of PMC’s Top Scoring Departments (Graphs 1 and 2)
- C. Quality Goal – Achieve and Maintain Quality Indicators in Top 10% Nationally by 2010 through the Constant Pursuit of Perfection
  - 1. Diabetic Patient Fitness Improvement
  - 2. Diabetic Patient Meal Planning Comprehension
- 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 – September 2010
  - 2. Operating Margin by Month
  - 3. Operating Margin by Year

**Other Related Management Issues/Information**

No additional information was presented.

**Hospital Attorney**

There was no legal counsel report. A copy of the October 27, 2010 letter summarizing the September 2010 invoices is appended to the file copy of these minutes.

**Announcements of Tentatively Scheduled Upcoming Meetings**

Mr. Parrish discussed scheduling a special Board of Directors meeting relative to the Health Information System selection. Discussion ensued and it was determined that the special meeting will be held on November 22, 2010 at 3:00 p.m. Mr. Parrish noted the tentative schedule of additional upcoming meetings:

1. Ad Hoc Credentials Review Committee Executive Session  
December 6, 2010  
Vice President – Nursing Conference Room  
11:00 a.m.
2. Audit Committee  
December 6, 2010  
Executive Conference Room  
Noon
3. Budget and Finance Committee  
December 6, 2010  
Executive Conference Room  
1:00 p.m.
4. Board of Directors Executive Session  
December 6, 2010  
Executive Conference Room  
(To commence no earlier than 2:00 p.m.)
5. Executive Committee  
December 6, 2010  
Executive Conference Room
6. Educational, Governmental and Community Relations Committee  
December 6, 2010  
First Floor, Conference Center
7. Planning, Physical Facilities and Properties Committee  
December 6, 2010  
First Floor, Conference Center
8. Board of Directors  
December 6, 2010  
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. Parrish noted the upcoming Christmas on the Green Christmas concert scheduled for December 12, 2010 at LaCita Country Club, and the 10<sup>th</sup> anniversary celebration of The Children's Center this Saturday, November 6, 2010.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 5:46 P.M.

Billie Fitzgerald  
Secretary