

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

A regular meeting of the North Brevard County Hospital District operating Parrish Medical Center was held on September 13, 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.
Peggy Crooks
Billie Fitzgerald
Patricia C. Manning, Ed.D.
Lee Moore
Jerry L. Noffel
Maureen Rupe

Member(s) Absent:

Robert L. Jordan, Jr., C.M. (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 5:31 p.m.

PLEDGE OF ALLEGIANCE

Dr. Manning 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. Cole, seconded by Dr. Manning and approved (8 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE AGENDA AS PRESENTED.

REVIEW AND APPROVAL OF MINUTES

Discussion ensued and the following motion was made by Ms. Crooks, seconded by Mr. Cole and approved (8 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF THE AUGUST 2, 2010 MEETING AS PRESENTED.

RECOGNITIONS – Sterling Team Showcase

Ms. Swartout discussed the team presentation at the Florida Sterling Council Conference where the team chose to present on our Physician Advisory Leaders (PALS) program. Ms. Swartout reported the team competed with organizations across the state and won the competition. She reported the team will now be competing in the International competition in April 2011. On behalf of the Board of Directors, Mr. Parrish extended congratulations to the team and wished them good luck in the upcoming International competition.

Parrish Medical Center Auxiliary

On behalf of the Jess Parrish Medical Foundation Board of Directors, Mr. Snodgrass expressed thanks to Ms. Turgeon and Ms. Terry as representatives of the Parrish Medical Center Auxiliary for the Auxiliary's past and present contributions to The Children's Center. He stated that the total support in cash, pledges and volunteer hours totals more than \$500,000. Ms. Duester shared thank you drawings from the children of The Children's Center and expressed her thanks as well. She reported the Auxiliary recently pledged \$300,000 donation towards The Children's Center Futures Fund. Mr. Snodgrass presented Mr. Parrish a check for \$165,000 to the Board of Directors where most of funds are designated for the Parrish Senior Solutions program. On behalf of the Board of Directors, Mr. Parrish expressed thanks.

OPEN FORUM FOR PHYSICIANS

Dr. Bhalani shared slides of the recent Doctors' Goodwill Foundation event and reported it was well attended by physicians, and was very successful.

OPEN FORUM FOR PUBLIC

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

RECESS

Mr. Parrish recessed the meeting at 5:48 p.m.

RECONVENE

Mr. Parrish reconvened the meeting at 6:49 p.m.

UNFINISHED BUSINESS

No items were presented.

NEW BUSINESS – Pension Administrative Committee Board Membership

Mr. Skeldon reported that Mr. Cole’s term on the Pension Administrative Committee expires on September 30, 2010. He stated that Mr. Cole has expressed interest to stay on the committee. Discussion ensued and the following motion was made by Dr. Manning, seconded by Ms. Fitzgerald and approved (8 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO REAPPOINT HERMAN COLE TO THE PENSION ADMINISTRATIVE COMMITTEE.

North Brevard Medical Support, Inc. Liaison Report

Mr. Lee Moore summarized the discussions, presentations and actions taken at the August 17, 2010 North Brevard Medical Support, Inc. Board of Directors meeting where the Board approved the FY2011 Budget as presented.

MEDICAL STAFF REPORT RECOMMENDATIONS/ANNOUNCEMENTS – Resignations

Dr. Rivera-Morales noted the resignations of Spade B. Whittemore, M.D., Frank Imas, M.D., and Samuel Jean-Baptiste, M.D. This was presented for information only; no action was required.

CONSENT AGENDA

Mr. Parrish noted the revised consent agenda and asked if anyone from the Board or public wished to remove any items; no items were removed. Discussion ensued and the following motion was made by Mr. Cole, seconded by Mr. Lee Moore 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 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**

\$1,027,173 FOR SELF-EXEMPTION.

- 2. RECOMMEND TO THE BOARD OF DIRECTORS TO APPROVE PURCHASE OF THE BECKMAN COULTER INSTRUMENTS LEASE EQUIPMENT FOR A COST NOT TO EXCEED \$335,760.**
- 3. RECOMMEND TO THE BOARD OF DIRECTORS TO DECLARE THE BECKMAN COULTER INSTRUMENTS LEASE EQUIPMENT AS SURPLUS AND DISPOSE OF THE EQUIPMENT THROUGH A SALE TO THE HIGHEST BIDDER.**
- 4. RECOMMEND TO THE BOARD OF DIRECTORS TO APPROVE PURCHASE OF THE BECKMAN COULTER INSTRUMENTS REAGENTS THROUGH THE TERM OF THE AGREEMENT FOR A COST NOT TO EXCEED \$263,710.**
- 5. RECOMMEND TO THE BOARD OF DIRECTORS TO APPROVE CHANGES TO HOSPITAL GENERAL CONTRACT POLICY NO. 9500-58, CONTRACT APPROVAL FORM AND CONTRACT CHECKLIST AS PRESENTED.**
- 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 FS24.05 AND FS274.96.**

B. PLANNING, PHYSICAL FACILITIES & PROPERTIES COMMITTEE

- 1. RECOMMEND THE BOARD OF DIRECTORS APPROVE THE DEVELOPMENT OF A “COST PLUS” CONSTRUCTION AGREEMENT WITH LOYD CONTRACTING CO., INC. TO PERFORM THE STRUCTURAL FRAMING DUE DILIGENCE WORK FOR THE TAYLOR-DUNN HOUSE-HEALTH VILLAGE WEST. CONTRACT AMOUNT TO BE INCLUDED IN THE PREVIOUSLY APPROVED HOUSE RENOVATION BUDGET DOLLARS.**

C. EXECUTIVE COMMITTEE

1. **RECOMMEND THE BOARD OF DIRECTORS APPROVE A JOINT HOSPITAL AND PHYSICIAN MEMORANDUM TO THE MEDICAL STAFF TO REQUESTING THEY SERIOUSLY CONSIDER ADOPTING AND IMPLEMENTING THE CHARITY CARE GUIDELINES USED BY THE HOSPITAL IN THEIR MEDICAL PRACTICES.**

COMMITTEE REPORTS – Budget and Finance Committee

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

EXECUTIVE COMMITTEE

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

EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE

Dr. Manning reported that all items were covered during the meeting.

PLANNING, PHYSICAL FACILITIES & 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 Patient Satisfaction (Graphs 1 and 2)
- B. People Goal – Achieve and Maintain Engagement Scores in Top 10% Nationally by 2010
 1. Accountability Index
 2. Gallup Care Partner Questions
- C. Quality Goal – Achieve and Maintain Quality Indicators in Top 10% Nationally by 2010 through the Constant Pursuit of Perfection

1. Documentation of Physician Orders
 2. Documentation of History and Physicals
- 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 Procedures
 3. Parrish Home Health Quarterly Medical Director Report
- E. Finances Goal – Achieve and Maintain Credit Rating in Top 10% Nationally by 2010
1. Financial and Statistical Reports – July 2010
 2. Operating Margin by Month
 3. Operating Margin by Year

HOSPITAL ATTORNEY REPORT

A copy of the August 6, 2010 letter summarizing the GrayRobinson July 2010 invoice was included in the agenda packet for informational purposes. A copy of this letter is appended to the file copy of these minutes. No additional information was presented.

ANNOUNCEMENT OF MEETINGS

Mr. Parrish noted the tentatively scheduled meetings for September.

1. Board of Directors – Second Public Hearing
September 27, 2010
Executive Conference Room, Second Floor/Executive Offices
5:01 p.m.
2. Ad Hoc Credentials Review Committee Executive Session
October 4, 2010
Vice President – Nursing Conference Room
12:00 p.m.
3. Budget and Finance Committee
October 4, 2010
Executive Conference Room
1:00 p.m.
4. Board of Directors Executive Session
October 4, 2010

Executive Conference Room
(To commence no earlier than 2:00 p.m.)

5. Executive Committee
October 4, 2010
Executive Conference Room
6. Educational, Governmental and Community Relations Committee
October 4, 2010
First Floor, Conference Center
7. Planning, Physical Facilities and Properties Committee
October 4, 2010
First Floor, Conference Center
8. Board of Directors
October 4, 2010
First Floor, Conference Center
(To commence no earlier than 4:30 p.m., immediately following the last
Committee meeting)

OTHER

Dr. Manning extended congratulations to the Home Health Department for attaining the 100th percentile in patient satisfaction scores. She also extended congratulations to Ms. Sellers on her appointment to the Economic Development Board and to Ms. Vieira for receiving her coaching accreditation.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 6:56 p.m.

Billie Fitzgerald
Secretary