

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

A regular meeting of the Board of Directors of the North Brevard County Hospital District operating Parrish Medical Center (the District) was held at 2:02 p.m. on January 9, 2023 in Conference Room 2/3/4/5, First Floor. The following members were present:

Robert L. Jordan, Jr., C.M., Chairperson  
Stan Retz, Vice Chairperson  
Herman A. Cole, Jr.  
Billy Specht  
Elizabeth Galfo, M.D.  
Ashok Shah, M.D.

Member(s) Absent:

Jerry Noffel (excused)  
Billie Fitzgerald (excused)  
Maureen Rupe (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. Jordan called the meeting to order at 2:02 p.m. and determined a quorum was present per Article 1.1.4 of the District Bylaws.

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

**APPROVAL OF MEETING AGENDA**

Mr. Jordan requested approval of the meeting agenda in the packet as revised. Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Galfo and approved (6 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOVED TO APPROVE THE REVISED MEETING AGENDA OF THE BOARD OF DIRECTORS OF THE DISTRICT AS PRESENTED.***

### **RECOGNITIONS**

Mr. Jordan recognized Chaplain Jerald Smith for his 18 years of service and dedication to Parrish Medical Center. Chairperson Jordan presented Chaplain Smith with a plaque commemorating his service and wished him a happy retirement.

### **SECRETARY'S REPORT & ELECTION OF OFFICERS**

Dr. Galfo, Secretary of the North Brevard County Hospital District Board of Directors reviewed the process for the election of officers.

Immediately after nominations are closed for each office, the election for that officer will be held. Ballots will then be distributed, dated and signed by each Board Member. The tellers will count the ballots and provide the results to the Chairperson. The ballots are public records and will continue to be available.

#### **Election of Chairperson**

Dr. Galfo indicated that Mr. Jordan had been nominated as Chairperson and no other names were presented. Mr. Cole moved to close the nominations, seconded by Dr. Galfo and the Board approved the motion (6 ayes-0 nays-0 abstentions). Mr. Jordan was elected Chairperson. Mr. Jordan as Chairperson continued with the conduct of the meeting.

#### **Election of Vice-Chairperson**

Mr. Jordan indicated that Mr. Retz had been nominated as Vice Chairperson and no other names were presented. Mr. Cole moved to close the nominations, seconded by Dr. Galfo and the Board approved the motion (6 ayes-0 nays-0 abstentions). Mr. Retz was elected Vice Chairperson.

#### **Election of Secretary**

Mr. Jordan indicated there were currently no nominees for the position of Secretary of the Board of Directors. Mr. Cole nominated Dr. Galfo to serve as Secretary and moved to close the nominations, seconded by Dr. Shah and the Board approved the motion (6 ayes-0 nays-0 abstentions). Dr. Galfo was elected Secretary.

#### **Election of Treasurer**

Mr. Jordan indicated that Mr. Cole had been nominated as Treasurer with no other names presented, and moved to close the nominations, seconded by Mr. Retz and the Board approved the motion (6 ayes-0 nays-0 abstentions). Mr. Cole was elected Treasurer.

#### **Election of Member-at-Large**

Mr. Jordan indicated that Ms. Rupe had been nominated as Member-at-Large and no other names were presented. Mr. Cole moved to close the nominations, seconded by Dr. Galfo and the Board approved the motion (6 ayes-0 nays-0 abstentions). Ms. Rupe was elected Member-at-Large.

### **REVIEW AND APPROVAL OF MINUTES**

Discussion ensued and the following motion was made by Dr. Galfo, seconded by Mr. Cole and approved (6 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOVE TO APPROVE THE MINUTES OF THE NOVEMBER 7, 2022 REGULAR MEETING, AS PRESENTED.***

### **OPEN FORUM FOR PMC PHYSICIANS**

There were no physician comments.

### **PUBLIC COMMENTS**

There were no public comments.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

#### **North Brevard Medical Support Liaison Report**

Mr. Retz presented the North Brevard Medical Support Liaison report from its November 17, 2022 meeting.

#### **Workplace Violence Prevention Program Policy**

This revised Policy was presented. Discussion ensued and the following motion was made by Dr. Galfo, seconded by Mr. Cole and approved (6 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE WORKPLACE VIOLENCE PREVENTION PROGRAM POLICY, AS PRESENTED.***

### **CONSENT AGENDA**

The revised consent agenda was presented. Discussion ensued regarding the consent agenda, and the following motion was made by Mr. Retz, seconded by Mr. Cole and approved (6 ayes, 0 nays, 0 abstentions).

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

Consent Agenda

**A. Finance**

1. Motion: To recommend to the Board of Directors to declare the equipment listed in the requests for Disposal of Obsolete or Surplus Property Forms as surplus and obsolete and dispose of same in accordance with FS274.05 and FS274.96.

**B. Executive**

1. Motion to recommend the Board of Directors approve the Resolution of the Board of Directors of the North Brevard County Hospital District regarding the amended and restated bylaws of the North Brevard County Hospital District.
2. Motion to recommend the Board of Directors approve the Resolution of The Board of Directors of The North Brevard County Hospital District approving entering into the Abbott Agreement for Laboratory Instrument Services.

**COMMITTEE REPORTS**

**Quality Committee**

Dr. Galfo reported all items were covered during the Quality Committee meeting.

**Finance Committee**

Mr. Retz reported all items were covered during the Finance Committee meeting.

**Executive Committee**

Mr. Retz reported all items were covered during the Executive Committee meeting.

**Educational, Governmental and Community Relations Committee**

Mr. Jordan (as acting Chairperson) reported all items were covered during the Education, Governmental and Community Relations Committee meeting.

**Planning, Physical Facilities and Properties Committee**

Mr. Jordan reported the Planning Physical Facilities and Properties Committee did not meet.

**PROCESS AND QUALITY REPORT**

Mr. Mikitarian noted there was nothing further with the Emergency Department issue.

**Hospital Attorney**

Mr. Boyles noted that Legislature will begin meeting in March. He also expressed how delightful the Gala was and how much he and his wife Laura appreciated everyone's work. Mr. Boyles noted that he is working with Mr. Jordan on the CEO Compensation and will revisit at the February meeting.

**OTHER**

There was no other business to come before the Board.

**CLOSING REMARKS**

There were no closing remarks.

**ADJOURNMENT**

There being no further business to discuss, the Parrish Medical Center Board of Directors meeting adjourned at 2:31 p.m.

Robert L. Jordan, Jr., C.M.  
Chairman