



MEMORANDUM

To: Board of Directors

Cc: Bill Boyles, Esquire
Biju Mathews, M.D.

From: George Mikitarian
President/CEO

Subject: Board/Committee Meetings – January 10, 2022

Date: January 5, 2022

The Pension and Investment Committees will hold a joint meeting at 10:30 a.m. in the first floor conference room.

The Ad Hoc Credentials Review Committee will meet at 11:30 a.m. where the Committee will review credentialing and privileging files as they relate to medical staff appointment/reappointment.

The Quality Committee will convene at 12:00 p.m., which will be followed by the Finance Committee, and then Executive Committee meetings.

The Board of Directors will meet in executive session no earlier than 1:30 p.m. Following the Board of Directors Executive Session, the Board of Directors regularly scheduled meeting will be held immediately following, however no earlier than 2:00 p.m.

The Education and Planning Committee meetings have been canceled

Pension Administrative Committee

Stan Retz, Chairperson (January 1, 2020 - December 31, 2022)

Chris McAlpine (February 4, 2019 – January 31, 2022)

Leigh Spradling (March 2, 2020 – March 1, 2022)

Sylvia Simpson (March 2, 2020 – March 1, 2023)

Casey Crouch (December 06, 2021 – December 05, 2023)

Investment Committee

Jerry Noffel, Chairperson

Stan Retz, CPA

PARRISH MEDICAL CENTER
JOINT MEETING OF THE
PENSION ADMINISTRATIVE COMMITTEE AND
INVESTMENT COMMITTEE
JANUARY 10, 2022 @ 10:30 A.M.
FIRST FLOOR CONFERENCE ROOM 2/3/4/5

CALL TO ORDER

- I. Earl Denney, Integrity
- II. Amendment to Plan for Returning Employee
- III. Other
- IV. Adjournment

QUALITY COMMITTEE

Elizabeth Galfó, M.D.

Robert L. Jordan, Jr., C.M. (ex-officio)

Billy Specht

Billie Fitzgerald

Herman A. Cole, Jr.

Jerry Noffel

Stan Retz, CPA

Maureen Rupe

Ashok Shah, M.D.

Biju Mathews, M.D., President/Medical Staff

Jeram Chapla, M.D., Designee

Greg Cuculino, M.D.

Christopher Manion, M.D., Designee

Kiran Modi, M.D., Designee

George Mikitarian (non-voting)

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
QUALITY COMMITTEE
MONDAY, JANUARY 10, 2022
12:00 P.M.
FIRST FLOOR, CONFERENCE ROOM 2/3/4/5**

CALL TO ORDER

I. Approval of Minutes

Motion to approve the minutes of the November 1, 2021 meeting.

II. Vision Statement

III. My Story

IV. Dashboard

V. Joint Commission Stroke Survey

VI. Central Line Project

VII. Documentation for Public Reporting – Update

VIII. Other

IX. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE QUALITY COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110. THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE. TO THE EXTENT OF SUCH DISCUSSION, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT, BOARD OF DIRECTORS EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE AND NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
QUALITY COMMITTEE**

A regular meeting of the Quality Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on November 1, 2021 in Conference Room 2/3/4/5, First Floor. The following members were present.

Maureen Rupe, Vice Chairperson
Herman A. Cole, Jr.
Billie Fitzgerald
Robert L. Jordan, Jr., C.M.
Peggy Crooks
Jerry Noffel
Stan Retz, CPA
Ashok Shah, M.D.
Gregory Cuculino M.D.
Christopher Manion, M.D.
George Mikitarian (non-voting)

Members absent:

Elizabeth Galfo, M.D., Chairperson (excused)
Ramesh Patel, M.D., President/Medical Staff (excused)
Jeram Chapla, M.D. (excused)
Kiran Modi, M.D. (excused)

CALL TO ORDER

Ms. Rupe called the meeting to order at 12:09 p.m.

REVIEW AND APPROVAL OF MINUTES

Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Cole and approved (10 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED TO APPROVE THE SEPTEMBER 13, 2021 MEETING MINUTES, AS PRESENTED.

VISION STATEMENT

Mr. Loftin summarized the committee's vision statement.

PUBLIC COMMENTS

There were no public comments.

MY STORY

Mr. Loftin shared a letter written by Dr. Kevat Patel to one of his patients. Dr. Patel showed kindness, understanding and support for this patient in the words he wrote. Dr. Patel embodied PMC's Mission and Vision in this letter.

QUALITY DASHBOARD REVIEW

Mr. Loftin reviewed the September Value Dashboard and discussed each indicator score as it relates to clinical quality and cost. Copies of the Power Point slides presented are appended to the file copy of these minutes.

MRSA PROJECT UPDATE

Mr. Loftin summarized the definition of MRSA as a highly contagious pathogen as well as describing colonization versus infection, noting PMC's efforts in decolonization therapy and the positive outcomes at the hospital.

LEAPFROG UPDATES

Mr. Loftin reviewed the Leapfrog safety grade and recent changes to the 2021 Leapfrog survey.

COVID-19 UPDATE

Mr. Loftin shared that the current COVID census is one patient, noting PMC continues to see significant improvements in reduction of COVID. Mr. Loftin added that changes have recently been made to PMC's mask policy; if employees are fully vaccinated against COVID and the Flu, they are not required to wear a mask. The mask policy for visitor's remains in effect as vaccination status cannot be verified.

OTHER

Mr. Retz shared that he recently had a personal experience with the Emergency Department at PMC noting that every care partner he encountered was professional and top notch.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 12:51 p.m.

Elizabeth Galfo, M.D.
Chairperson



BOARD OF DIRECTORS
QUALITY COMMITTEE PRESENTATION

Healing Families – Healing Communities®

parrishmed.com

January 2022 Quality Agenda

1. Approval of Minutes
2. Vision Statement
3. My Story
4. Dashboard
5. Joint Commission Stroke Survey
6. Central line project
7. Documentation for public reporting- Update
8. Other
9. Executive Session

Quality Committee Vision Statement

“Assure affordable access to safe, high quality patient care to the communities we serve.”

My Story



Healing Families – Healing Communities®

parrishmed.com

Performance Dashboard

Description	Nov	Sept-Nov	Actual YTD (CY)	Opportunity
Zero Harm Oct/Aug-Oct	67	49.5	45	*Oct* 2 out of 3 = 67% Stroke Goal: 100% Actual 67% Sepsis Goal: 76% Actual 88% EED Goal 0% Actual 0%
HAI	0.00	0.00	2.88	
Readmission	7.82%	7.59%	8.17%	
Person Centered Flow	293	458	429	
Person Experience	71.2	67.6	63.5	

Better than expected

As expected

Needs Improvement



Primary Stroke Center Certification Report

Healing Families – Healing Communities®

parrishmed.com

The Joint Commission SAFER™ Matrix

Program: Advanced Primary Stroke Center

Likelihood to harm a Patient / Visitor / Staff

ITL			
High	DSDF.2 EP 5		
Moderate			DSDF.3 EP 2 DSPM.1 EP 1
Low	DSCT.5 EP 7		DSSE.3 EP 5
	Limited	Pattern	Widespread
	Scope		

The Joint Commission

Primary Stroke Center Certification

Opportunities:

- Expediting radiology and transferring appropriate patient to higher level of care
- Post tPA monitoring
- Door to needle for tPA times
- Patient specific stroke education at discharge
- Two RN verification of tPA documentation

The Joint Commission

Primary Stroke Center Certification

- Evidence of Standards Compliance due 2/19/2022
- Drafts to be completed by 1/13/2022
- Data collection for 30 days then submit



Central Line Appropriateness and Utilization Project

Healing Families – Healing Communities®

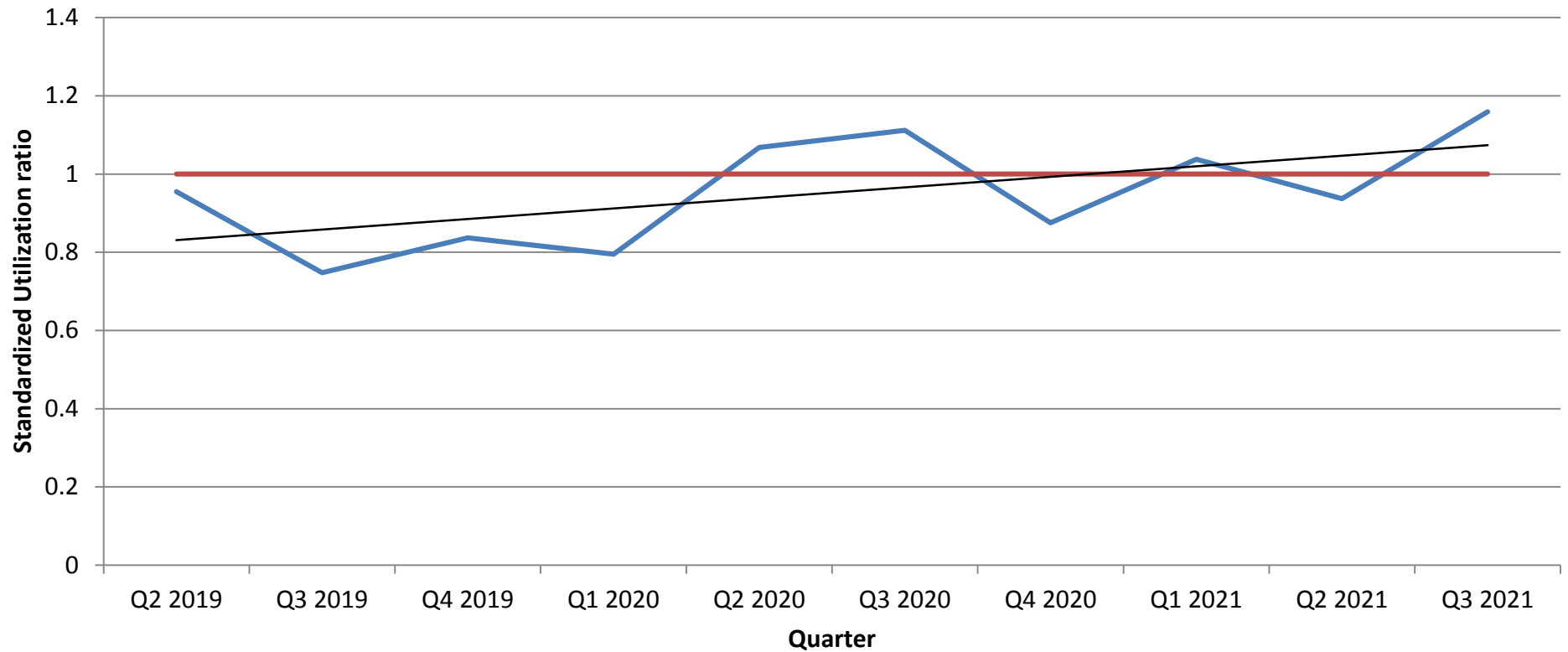
parrishmed.com

Central Line Appropriateness & Utilization

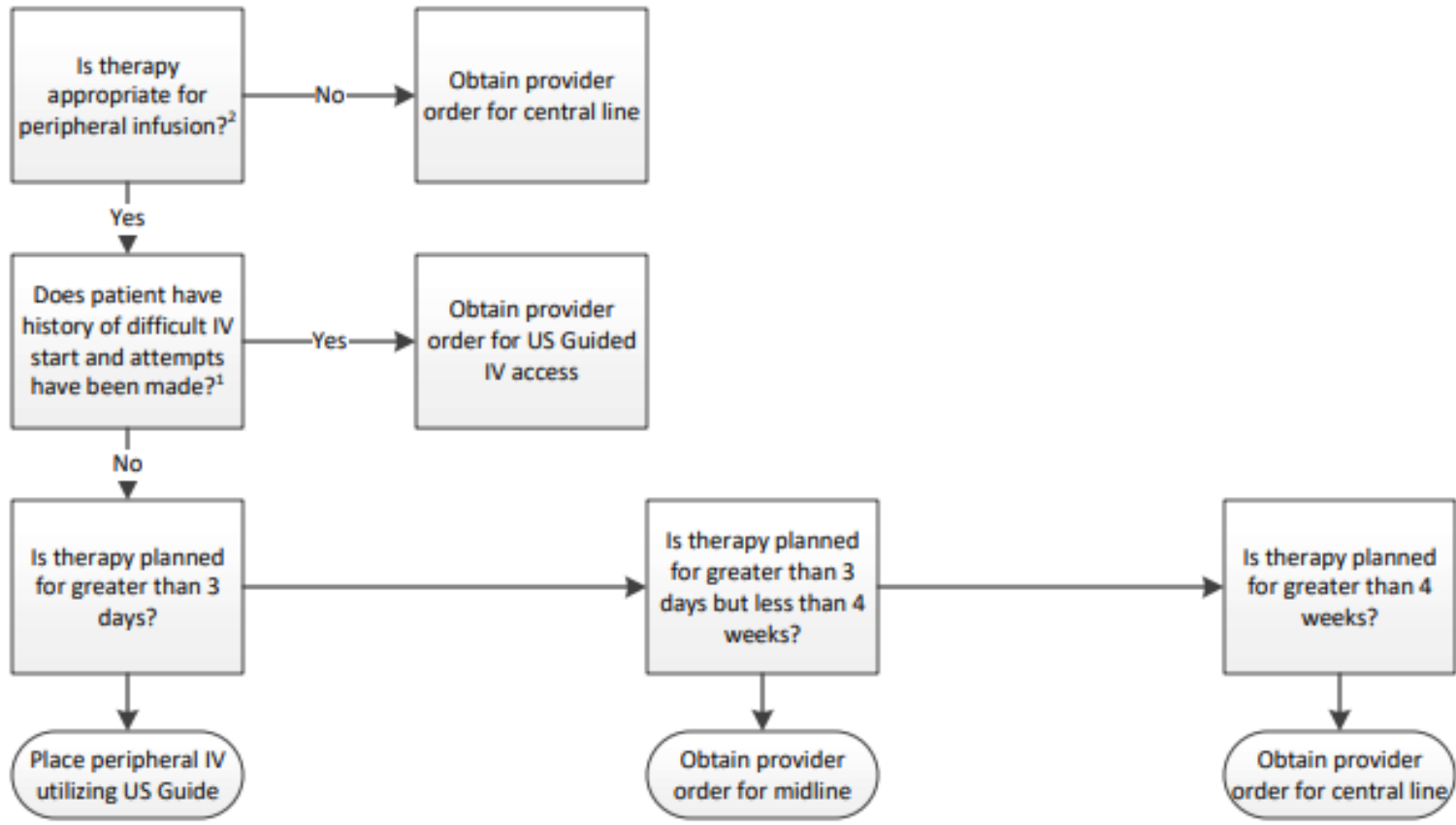
- Opportunity: High utilization of central lines leading to increased risk of complications (vascular, pulmonary, cardiac, device dysfunction & infection)
- Goal: Provide clear criteria/framework and escalation algorithm for insertion of invasive devices based on patient needs and considerations in alignment with evidence based practice

Parrish Central Line Utilization

Parrish Central Line Standardized Utilization Ratio (SUR)



Line Necessity



Quality/Finance

Delays in Completion of Physician Documentation

Follow up-

- MEC

Questions?

FINANCE COMMITTEE

Stan Retz, CPA, Vice Chairperson
Robert L. Jordan, Jr., C.M., (ex-officio)
Herman A. Cole, Jr.
Jerry Noffel
Christopher Manion, M.D.
George Mikitarian, President/CEO (non-voting)
Ramesh Patel, M.D., President/Medical Staff

**TENTATIVE AGENDA
FINANCE COMMITTEE MEETING - REGULAR
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
MONDAY, JANUARY 10, 2022
FIRST FLOOR CONFERENCE ROOMS 2/3/4/5
(IMMEDIATELY FOLLOWING QUALITY COMMITTEE)**

CALL TO ORDER

- I. Review and approve minutes of (November 01, 2021)

Motion: *To recommend approval of the November 01, 2021 minutes as presented.*

- II. Financial Review
- III. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE FINANCE COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110.

THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS FINANCE COMMITTEE. TO THAT EXTENT OF SUCH DISCUSSIONS, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS FINANCE COMMITTEE AND THE NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
FINANCE COMMITTEE**

A regular meeting of the Budget and Finance Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on November 1, 2021 in Conference Room 2/3/4/5, First Floor. The following members, representing a quorum, were present:

Peggy Crooks, Chairperson
Stan Retz, Vice Chairperson
Robert Jordan, Jr., C.M.
Herman A. Cole, Jr.
Jerry Noffel
Christopher Manion, M.D.
George Mikitarian (non-voting)

Member(s) Absent:

Ramesh Patel, M.D. (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

Ms. Crooks called the meeting to order at 12:52 p.m.

REVIEW AND APPROVAL OF MINUTES

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

ACTION TAKEN: MOVED THAT THE FINANCE COMMITTEE OF THE BOARD OF DIRECTORS APPROVE THE SEPTEMBER 13, 2021 MEETING MINUTES, AS PRESENTED.

PUBLIC COMMENTS

There were no public comments.

FY 2022 CAPITAL BUDGET REQUEST, VENTILATORS (X4)

Mr. Bailey summarized the memorandum contained in the agenda packet relative to the FY 2022 Capital Budget request for ventilators. Discussion ensued and the following motion was made by Mr. Jordan seconded by Mr. Cole and approved (6 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED THAT THE FINANCE COMMITTEE OF THE BOARD OF DIRECTORS APPROVE THE PURCHASE OF FOUR (4) VENTILATORS AT A TOTAL COST OF \$177,757.00.

FY 2022 CAPITAL BUDGET AMENDMENT

Mr. Bailey summarized the memorandum contained in the agenda packet relative to the FY 2022 Capital Budget amendment in the amount of \$2,993,387.00. Discussion ensued and the following motion was made by Mr. Cole seconded by Mr. Jordan and approved (6 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED THAT THE FINANCE COMMITTEE OF THE BOARD OF DIRECTORS APPROVE THE FY 2022 CAPITAL BUDGET AMENDMENT IN THE AMOUNT OF \$2,993,387.00.

FINANCIAL REVIEW

Mr. Bailey summarized the September 2021 financial statements and year to date financial performance of the Health System.

OTHER

There was no other business to come before the committee.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 1:11 p.m.

Peggy Crooks
Chairperson



Healing Families – Healing Communities®

parrishmed.com

Finance Committee

FYTD November 30, 2021 – Performance Dashboard

Indicator	FYTD 2022 Actual	FYTD 2022 Budget	FYTD 2021 Actual
IP Admissions	747	873	884
LOS	5.2	4.3	4.8
Surgical Procedures	821	941	696
ED Visits	4,661	5,380	5,252
OP Volumes	8,310	9,647	8,678
Hospital Margin %	-2.45%	8.76%	5.39%
Investment Income \$	\$1.0 Million	\$0.8 Million	\$4.3 Million
EBIDA Margin %	-4.10%	5.75%	16.50%
EBIDA Margin %- Excluding Invest Income	-8.60%	2.92%	0.92%

EXECUTIVE COMMITTEE

Stan Retz, CPA, Chairman
Robert L. Jordan, Jr., C.M.
Herman A. Cole, Jr.
Elizabeth Galfo, M.D.
George Mikitarian, President/CEO (non-voting)

**DRAFT AGENDA
EXECUTIVE COMMITTEE
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
MONDAY, JANUARY 10, 2022
FIRST FLOOR, CONFERENCE ROOM 2/3/4/5
IMMEDIATELY FOLLOWING FINANCE COMMITTEE**

CALL TO ORDER

- I. Approval of Minutes

Motion to approve the minutes of the November 1, 2021 meeting.
- II. Reading of the Huddle
- III. Report from Titusville City Council Liaison – Scott Larese
- IV. COVID-19 Vaccine Mandate Update – Ms. Sellers
- V. Attorney Report – Mr. Boyles
- VI. Other
- VII. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110.

THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS EXECUTIVE COMMITTEE. TO THE EXTENT OF SUCH DISCUSSIONS, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS EXECUTIVE COMMITTEE AND NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
EXECUTIVE COMMITTEE**

A regular meeting of the Executive Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on November 1, 2021 in Conference Room 2/3/4/5, First Floor. The following members were present:

Stan Retz, CPA, Chairman
Robert L. Jordan, Jr., C.M., Vice Chairman
Peggy Crooks
Herman A. Cole, Jr.
George Mikitarian (non-voting)

Members Absent:

Elizabeth Galfo, M.D. (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. Retz called the meeting to order at 1:29 p.m.

REVIEW AND APPROVAL OF MINUTES

Discussion ensued and the following motion was made by Mr. Cole, seconded by Mr. Jordan and approved (4 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED TO APPROVE THE SEPTEMBER 13, 2021 MEETING MINUTES OF THE EXECUTIVE COMMITTEE, AS PRESENTED.

READING OF THE HUDDLE

Ms. Crooks read the Weekly Huddle.

PUBLIC COMMENT

There were no public comments.

ATTORNEY REPORT

Mr. Boyles summarized the latest Florida lawsuit filed regarding COVID-19 and the Covid vaccination mandate issued by the Biden Administration. The lawsuit filed by Ashley Moody and

Governor DeSantis claims that the executive order is unlawful and interferes with Florida employment rights.

OTHER

There was no other business to discuss.

ADJOURNMENT

There being no further business to discuss, the committee adjourned at 1:42 p.m.

Stan Retz, CPA
Chairman

**DRAFT AGENDA
BOARD OF DIRECTORS MEETING - REGULAR MEETING
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
JANUARY 10, 2022
NO EARLIER THAN 2:00 P.M.,
FOLLOWING THE LAST COMMITTEE MEETING
FIRST FLOOR, CONFERENCE ROOM 2/3/4/5**

CALL TO ORDER

- I. Pledge of Allegiance
- II. PMC's Vision – *Healing Families – Healing Communities*
- III. Approval of Agenda
- IV. Review and Approval of Minutes (November 1, 2021 Regular Meeting))
- V. Recognitions(s)
 - A. Peggy Crooks
 - B. Dr. Ramesh Patel
- VI. Open Forum for PMC Physicians
- VII. Public Input and Comments***¹
- VIII. Unfinished Business***
- IX. New Business***
 - A. 2022 Board of Directors Committee Roster
Motion to approve the 2022 Board of Director Committee Roster, as presented.
 - B. Motion to recommend the Board of Directors approve the Inspection and Reproduction of Public Records policy, as presented.
 - C. Motion to recommend the Board of Directors approve the Professional Liability policy, as presented.
- X. Medical Staff Report Recommendations/Announcements
- XI. Public Comments (as needed for revised Consent Agenda)

BOARD OF DIRECTORS MEETING

JANUARY 10, 2022

PAGE 2

XII. Consent Agenda***

***1 Pursuant to PMC Policy 9500-154:

- non-agenda items – 3 minutes per citizen
- agenda items for board action -- 3 minutes per citizen, permitted prior to board discussion for regular agenda action items and prior to board action on consent agenda
- 10 minute total per citizen
- must be related to the responsibility and authority of the board or directly to an agenda item [see items marked ***]

XIII. Committee Reports

- A. Quality Committee
- B. Budget and Finance Committee
- C. Executive Committee
- D. Educational, Governmental and Community Relations Committee
- E. Planning, Physical Facilities & Properties Committee

XIV. Process and Quality Report – Mr. Mikitarian

- A. Other Related Management Issues/Information
- B. Hospital Attorney - Mr. Boyles

XVI. Other

XVII. Closing Remarks – Chairman

XVIII. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110.

THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS.

ANY MEMBER OF THE PUBLIC THAT WILLFULLY INTERRUPTS OR DISTURBS A MEETING OF THE BOARD OF DIRECTORS IS SUBJECT TO REMOVAL FROM THE MEETING BY AN OFFICER AND SUCH OTHER ACTIONS AS MAY BE DEEMED APPROPRIATE AS PROVIDED IN SECTION 871.01 OF THE FLORIDA STATUTES.

**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 was held at 2:00 p.m. on November 1, 2021 in Conference Room 2/3/4/5, First Floor. The following members were present:

Robert L. Jordan, Jr., C.M., Chairman
Stan Retz, Vice Chairman
Peggy Crooks
Herman A. Cole, Jr.
Billie Fitzgerald
Maureen Rupe
Ashok Shah, M.D.

Member(s) Absent:

Elizabeth Galfo, M.D. (excused)
Jerry Noffel (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 2:00 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. Jordan led the Board of Directors, staff and public in reciting PMC's Vision – *Healing Families – Healing Communities*®.

APPROVAL OF AGENDA

Mr. Jordan requested approval of the agenda in the packet as revised. Discussion ensued and the following motion was made by Mr. Cole, seconded by Ms. Fitzgerald and approved (7 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED TO APPROVE THE REVISED AGENDA AS PRESENTED.

RECOGNITIONS

Beginning this month, a memorandum will be included in the Board packet with newly approved physicians' photos and a brief biography of each physician. These physicians will also each receive an invitation to attend a future Board meeting. The November new physician memorandum was distributed and is appended to the file copy of these minutes.

REVIEW AND APPROVAL OF MINUTES

Discussion ensued and the following motion was made by Ms. Crooks, seconded by Mr. Cole and approved (7 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVE TO APPROVE THE MINUTES OF THE SEPTEMBER 13, 2021 REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT, AS PRESENTED.

Discussion ensued and the following motion was made by Ms. Crooks, seconded by Mr. Cole and approved (7 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVE TO APPROVE THE MINUTES OF THE SEPTEMBER 14, 2021 FIRST PUBLIC HEARING OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT, AS PRESENTED.

Discussion ensued and the following motion was made by Ms. Crooks, seconded by Mr. Cole and approved (7 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVE TO APPROVE THE MINUTES OF THE SEPTEMBER 28, 2021 SECOND PUBLIC HEARING OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT, 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

There was no new business.

CONSENT AGENDA

Discussion ensued regarding the consent agenda, and the following motion was made by Ms. Crooks, seconded by Mr. Cole and approved (7 ayes, 0 nays, 0 abstentions).

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

A. Pension

1. Motion to approve the Amendment to the North Brevard County Hospital District a Special Tax District Operating Parrish Medical Center Pension Plan and Trust Agreement.
2. Motion to approve the Secretary's Certificate Acknowledging the Adoption of the Amendment to the North Brevard County Hospital District a Special Tax District Operating Parrish Medical Center Pension Plan and Trust Agreement.

B. Finance

1. Motion that the Board of Directors approve the purchase of four (4) ventilators at a total cost of \$177,757.00
2. Motion that the Board of Directors approve the FY 2022 Capital Budget Amendment in the amount of \$2,993,387.00.

COMMITTEE REPORTS

Quality Committee

Ms. Rupe reported all items were covered during the meeting.

Finance Committee

Ms. Crooks reported all items were covered during the meeting.

Executive Committee

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

Educational, Governmental and Community Relations Committee

Mr. Jordan reported the Education Committee did not meet.

Planning, Physical Facilities and Properties Committee

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

PROCESS AND QUALITY REPORT

No additional information was presented.

Hospital Attorney

Legal counsel had no report.

OTHER

Ms. Crooks posed a question regarding the opening of the Port Canaveral location. Mr. McAlpine noted the location will reopen on Thursday, November 4th.

Ms. Crooks asked if the New Physicians Memo could be distributed to other Boards affiliated with the hospital. Mr. Mikitarian agreed this memo could be distributed to the JPMF Board, NBMS Board and Space Coast Health Centers, Inc. Board.

Ms. Rupe asked if the Happenings could publish information on the status of the Health & Fitness Center. Mr. Mikitarian stated the previous press release could be reissued in the Happenings newsletter. He shared that much of the equipment from the Health & Fitness Center would be used at the existing location for the Orthopedic Center Rehab, and some at the new Health & Wellness location.

Ms. Sellers shared that The Gift of Light Celebration would be held on December 2, 2021.

CLOSING REMARKS

There were no closing remarks.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 2:14 p.m.

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

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING PARRISH MEDICAL CENTER
MEDICAL EXECUTIVE COMMITTEE MEETING – REGULAR SESSION MINUTES
December 21, 2021**

Present: R. Patel, M. Storey, D. Barimo, J. Rojas, G. Mikitarian, P. Carmona, F. Dienst

Absent: J. Zambos, H. Cole, B. Mathews, G. Cuculino, R. Henry, V. Williams, A. Ochoa, C. Fernandez, C. Manion, C. McAlpine

The meeting of the Medical Executive Committee of the North Brevard County Hospital District operating Parrish Medical Center was called to order on December 21, 2021 at 5:30 pm in the Conference Center. A quorum was determined to be present.

CALL TO ORDER.

Dr. Ramesh Patel, President, called the meeting to order at 5:30pm.

I. REVIEW AND APPROVAL OF MINUTES

The following motion was made by Dr. Barimo, seconded by Dr. Dienst, and unanimously approved.

ACTION TAKEN: Motion to approve the previous Regular Session minutes (November 16, 2021) as written and distributed.

II. OLD BUSINESS: None

III. FOLLOW UP MEC BUSINESS: None

IV. NEW BUSINESS: - Policies Requiring MEC Approval - attached

- a. Risk Evaluation & Mitigation Strategy (REMS) 9500-2045
- b. Antimicrobial Stewardship Program – 10170187
- c. Dietician Ordering Privileges – 10672980

ACTION TAKEN: Motion to approve the policies as written was made by Dr. Barimo, seconded by Dr. Dienst and unanimously approved.

V. Information Education – None

VI. Report from Administration –

VII. Report from the Board (Regular Session minutes attached) NO ACTION

Board of Directors Regular Session, October 4, 2021

Board of Directors – Regular Session Quality Committee October 4, 2021

Committee Reports – NO ACTION for the minutes

Credentialing & Medical Ethics (Regular Session, December 13, 2021)

VIII. CONSENT AGENDA – STANDING ORDERS

- Acute Stroke E774ab – Revised
- ED Acute Stroke E3361ab -- Revised
- Hemorrhagic Stroke E1095abc -- Revised
- Ischemic Stroke E785abcd – Revised
- Priapism Order E3635 – New
- Peg Placement Pre-OP E1184 – Reactivated

ACTION TAKEN: Motion to approve the Consent Agenda in block, as written and distributed was made by Dr. Dienst, seconded by Dr. Rojas, and unanimously approved.

IX. OPEN FORUM

Dr. Storey mentioned the passing of R. Duff Sprawls, MD.

Dr. Sprawls passed away last week.

X. ADJOURNMENT

There being no further business, the meeting was adjourned to Executive Session at 5:46 p.m.

Ramesh Patel, M.D.
Medical Staff President

Christopher Manion, M.D.
Secretary/Treasurer

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER**

2022 BOARD OF DIRECTORS, OFFICERS AND COMMITTEES

BOARD OF DIRECTORS

Herman A. Cole, Jr.
Billie Fitzgerald
Elizabeth Galfo, M.D.
Robert L. Jordan, Jr., C.M.
Jerry L. Noffel
Stan Retz, CPA
Maureen Rupe
Billy Specht
Ashok Shah, M.D.

OFFICERS

Robert L. Jordan, Jr., C.M., Chairman
Stan Retz, CPA, Vice Chairman
Elizabeth Galfo, M.D., Secretary
Treasurer

COMMITTEES

EXECUTIVE COMMITTEE

Stan Retz, CPA, Chairperson
Robert L. Jordan, Jr., C.M., Vice Chairperson
Elizabeth Galfo, M.D., Secretary
Treasurer
Herman A. Cole, Jr., Member-at-Large
George Mikitarian, President/Chief Executive Officer (Non-voting)

EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS

Robert L. Jordan, Jr., C.M. (ex-officio)
Billie Fitzgerald
Maureen Rupe
Ashok Shah, M.D.
Biju Mathews, M.D., President/Medical Staff*
George Mikitarian, President/Chief Executive Officer (Non-voting)

FINANCE COMMITTEE

Chairperson
Robert L. Jordan, Jr., C.M., (ex-officio)
Billie Fitzgerald
Stan Retz, CPA
Herman A. Cole, Jr.
Jerry Noffel
Billy Specht
Maureen Rupe
Elizabeth Galfo, M.D.
Christopher Manion, M.D.*
Biju Mathews, M.D., President/Medical Staff**
George Mikitarian, President/Chief Executive Officer (Non-voting)

PLANNING, PHYSICAL FACILITIES AND PROPERTIES COMMITTEE

Robert L. Jordan, Jr., C.M. (ex-officio)
Herman A. Cole, Jr.
Maureen Rupe
Billie Fitzgerald
Billy Specht
Elizabeth Galfo, M.D.
Biju Mathews, M.D., President/Medical Staff*
George Mikitarian, President/Chief Executive Officer (Non-voting)

2022 BOARD OF DIRECTORS, OFFICERS AND COMMITTEES
PAGE 3

AUDIT COMMITTEE

Robert L. Jordan, Jr., C.M. (ex-officio)
Herman A. Cole, Jr.
Stan Retz, CPA
Elizabeth Galfo, M.D.
Billy Specht

QUALITY COMMITTEE

Robert L. Jordan, Jr., C.M. (ex-officio)
Stan Retz, CPA
Herman A. Cole, Jr.
Billie Fitzgerald
Elizabeth Galfo, M.D.
Jerry Noffel
Maureen Rupe
Ashok Shah, M.D.
Billy Specht
Greg Cuculino, M.D.
Biju Mathews, M.D., President/Medical Staff
, Designee/Medical Staff Review Committee
, Designee/Utilization Management/Medical Records Committee
, Designee/Credentials and Medical Ethics Committee
George Mikitarian, President/Chief Executive Officer (Non-voting)

JOINT CONFERENCE COMMITTEE

Board Member
Board Member
Board Member
Board Member
Biju Mathews, M.D., President/Medical Staff, Chairman
Aluino Ochoa, M.D., Vice President/Medical Staff
MEC Member – To Be Determined
MEC Member – To Be Determined
George Mikitarian, President/Chief Executive Officer (Ex-Officio with Vote)

**2022 BOARD OF DIRECTORS, OFFICERS AND COMMITTEES
PAGE 4**

BOARD OF DIRECTORS AD HOC CREDENTIALS COMMITTEE

Robert L. Jordan, Jr., C.M. (ex-officio)
Jerry L. Noffel
Elizabeth Galfo, M.D.
Billie Fitzgerald
Ashok Shah, M.D.
Billy Specht

INVESTMENT COMMITTEE

Jerry Noffel
Stan Retz, CPA
Billy Specht

BOARD LIAISON APPOINTMENTS

Joint Risk Management Committee

Ashok Shah, M.D.

Medical Staff Review Committee

Ashok Shah, M.D.

North Brevard Medical Support, Inc.

Stan Retz, CPA

*Medical Staff Representatives

**Designated as the alternate to represent Medical Staff in absence of primary delegate.
The Vice President of the Medical Staff will represent the President of the Medical Staff
in his absence at all Board meetings.

(January 5, 2022)

2022 BOARD OF DIRECTORS, OFFICERS AND COMMITTEES

PAGE 5

SCHEDULE OF MEETINGS

Ad Hoc Credentials Review Committee Executive Session	–	First Monday TBD
Quality Committee	–	First Monday Noon
Finance Committee	–	First Monday 1:00 p.m.
Executive Committee	–	First Monday (Immediately following Budget and Finance)
Board of Directors Executive Session	–	First Monday (To commence no earlier than 1:30 p.m.)
Education Committee	–	First Monday (Immediately following Executive Session)
Planning Committee	–	First Monday (Immediately following Education Committee)
Board Meeting	–	First Monday (To begin no earlier than 2:00 p.m. or immediately following the last Committee meeting)
Audit Committee	–	TBA
Joint Conference Committee	–	TBA
Medical Executive Committee	–	Third Tuesday 5:30 p.m.
Medical Staff	–	First Tuesday March, June, September, December 5:30 p.m.



Origination: 03/1991
Effective: Upon Approval
Last Approved: N/A
Last Revised: 12/2021
Next Review: 1 year after approval
Areas: Administration
Tags:
Applicability: Parrish Medical Center

Inspection and Reproduction of Public Records

~~I. POLICY STATEMENT~~

~~It is the policy of the North Brevard County Hospital District to comply with all requests for inspection and reproduction of public records as defined by Florida law.~~

II. PURPOSE

The purpose of this policy is to establish the procedure for release of any public records in a manner which assures timely and reasonable compliance, while recognizing all applicable exemptions, including protection of patient confidentiality.

III. SCOPE

Applies to all Parrish Medical Center departments, and employees.

IV. POLICY STATEMENT

It is the policy of the North Brevard County Hospital District dba Parrish Medical Center to comply with all requests for inspection and reproduction of public records as defined by Florida law.

V. Designation of Custodian of Public Records:

The Chief Executive Officer of Parrish Medical Center is hereby designated the Custodian of all public records of the North Brevard County Hospital District dba Parrish Medical Center (herein sometimes referred to as Parrish Medical Center) and is charged with the responsibility and authority designated such position by the laws of the State of Florida and this policy. In the absence of the Chief Executive Officer for any period of time extending beyond the time for reasonable compliance to permit inspection or reproduction of any public records, the "Administrator-on-call" of Parrish Medical Center shall serve as alternate Custodian.

VI. Authority of custodian of Public Records:

The Custodian is exclusively authorized by this policy:

- A. To receive requests for the inspection or reproduction on any public records
- B. To determine and assert any exemptions provided under general or special law
- C. To authorize and schedule the time, place and circumstances for the inspection of any public records

- D. To authorize and schedule the assembly and reproduction of any public records including providing access to public records by electronic means (provided exempt or confidential information is not disclosed) in accordance with Florida law.
- E. To determine the amount of the special service charge for the extensive use of clerical or supervisory labor or extensive information technology resources and the actual cost of duplication.
- F. The Custodian is further authorized by this policy to establish procedures for the reporting or release of routine statistical and other operating information normally provided by Parrish Medical Center to other governmental or healthcare agencies or as a participant in any healthcare or other information surveys.

VII. Procedure to Request and Inspect Public Records:

Except to the extent determined exempt, all public records of the North Brevard County Hospital District dba Parrish Medical Center shall be available for inspection and examination by any person, at any reasonable time, under reasonable conditions, and under supervision of the Custodian or his designee.

- A. "Reasonable time" means between 9:00 a.m. and 5:00 p.m. Monday through Friday, except holidays.
- B. "Reasonable conditions" means at such locations at Parrish Medical Center designated by the Custodian as shall allow for inspection with minimum disruption to the facilities, personnel and normal operations of Parrish Medical Center.
- C. "Supervision" means in the continuous presence of the Custodian or his designee. The reasonable availability of the Custodian or his designee shall be considered in scheduling any inspection or providing for the temporary disruption of any inspection.
- D. If the nature of volume of public records requested to be inspected and examined is such as to require extensive use of clerical or supervisory assistance or extensive use of information technology resources, the Custodian shall have the authority and discretion to charge a special service charge, which shall be reasonable and shall be based on the actual labor cost (salary plus benefits) incurred for such extensive use of personnel and such extensive use of information technology resources (including but not limited to personnel and supervisory cost).

VIII. Procedure for Reproduction of Public Records:

Any person entitled to inspection of any public records of the North Brevard County Hospital District dba Parrish Medical Center shall also be entitled to be furnished a copy of such public records upon payment of the fee prescribed by law.

For purposes of this policy:

- A. One-sided copies of not more than 14 inches by 8 ½ inches shall be subject to payment of such amount per copy as specified in [Subsection 119.07\(4\)\(a\)1 of the Florida Statutes](#)
- B. Not more than an additional five cents shall be charged for duplication of the second page of any two-sided documents.
- C. For all other copies, the requesting party shall pay the actual cost of material and supplies for duplication and reproduction.

- D. If the nature of volume of public records requested to be copied is such as to require extensive use of clerical or supervisory labor or extensive information technology resources, or both, the Custodian shall have the authority and discretion to charge a special service charge, which shall be reasonable and shall be based on the actual labor cost (salary plus benefits) incurred for such extensive use of personnel and extensive use of information technology resources (including but not limited to personnel and supervisory cost). This charge shall be in addition to the cost of actual duplication.
- E. The Custodian shall have no obligation to create new records, answer questions about records, or reformat existing records. The Custodian shall have the discretion to do so provided a reasonable service charge for the actual cost of labor and other resources necessary to prepare such special report or summary is approved and paid by the requesting party.

IX. Procedure for Refusal by Custodian to Permit Inspection or Reproduction:

In those circumstances when the Custodian believes an exemption from inspection or reproduction exists, he shall:

- A. Delete or excise from the public record only that portion of the record with respect to which an exemption is asserted and produce for inspection or reproduction the nonexempt remained of such record; and
- B. State to the requesting party the basis of exemption which the Custodian contends to be applicable, including the statutory citation for such exemption; and
- C. If required by the requesting party, state in writing and in particularity the reason for asserting such exemption.

X. Unauthorized Release of Public Records:

Any disclosure in violation of this policy by any director, employee or agent of the North Brevard County Hospital District, other than as permitted by the Custodian, shall be grounds for suspension, termination or other disciplinary action.

All revision dates:

12/2021, 09/2019, 03/2003

Attachments

No Attachments

Approval Signatures

Step Description	Approver	Date
Board of Directors	Robert Jordan: Board Member	pending
President/CEO	George Mikitarian: President/CEO [AJ]	12/2021
Executive Management Committee	Executive Management Committee [AJ]	12/2021
Compliance	Corporate Compliance [NV]	08/2021

Step Description	Approver	Date
	Chris McAlpine: Sr V.P. Administration Transformation	07/2021

Applicability
Parrish Medical Center

COPY



Origination: 01/1982
Effective: Upon Approval
Last Approved: N/A
Last Revised: 12/2021
Next Review: 1 year after approval
Areas: Risk Management
Tags:
Applicability: Parrish Medical Center

Professional Liability Policy

~~POLICY TYPE: ADMINISTRATION~~

I. PURPOSE

Each licensed physician, dentist, or member of the Medical Staff of North Brevard County Hospital District dba Parrish Medical Center, as well as doctoral scientists who are members of the Associate Professional Staff and Allied Health professionals, shall be required to conform to the then applicable Florida statutes regarding liability insurance coverage as a condition for licensure in their respective disciplines and with such liability insurance coverage being available solely for payment of patient liability claims.

II. SCOPE

Applies to all Parrish Medical Center departments, and employees.

III. POLICY STATEMENT

~~Each licensed physician, dentist, or member of the Medical Staff of Parrish Medical Center, as well as doctoral scientists who are members of the Associate~~practitioner and Allied Health Professional Staff and Allied Health professionals, shall notify the hospital and furnish proof in the form of a certificate of insurance or other satisfactory written evidence of compliance with state law. Such proof shall be ~~required to conform to the then applicable Florida statutes regarding liability insurance coverage as a condition for licensure in their respective disciplines and with such liability insurance coverage being available solely for payment of patient liability claims. Each practitioner and Allied Health Professional~~furnished upon admission to the staff and renewal certificates shall ~~notify the hospital and furnish proof in the form of a certificate of insurance or other satisfactory written evidence of compliance with state law. Such proof shall be~~ furnished upon admission to the staff and renewal certificates shall be provided not less than ten (10) days prior to the expiration of current certification. Where compliance is by means of insurance coverage, such proof shall further include written confirmation satisfactory to the hospital that all privileges granted are included in the insurance coverage. The Board of Directors requires a minimum coverage of two hundred and fifty thousand/seven hundred and fifty thousand dollars (\$250k/750k). Parrish Medical Center does not accept letters of credit or other risk financing vehicles referenced under the applicable Florida statute. Each practitioner and Allied Health Professional shall immediately notify the hospital, in writing, of any modification or termination of his/her insurance coverage or other permitted means of compliance with state law, and further including participation in the Florida Birth-Related Neurological injury Compensation Association. ~~Compliance with this policy is required for all categories of the Medical Staff and is a condition of admission to, and continued membership on, the Medical~~

~~Staff where there is any privilege granted to admit, attend, manage, and/or consult any patient in the hospital.~~

Compliance with this policy is required for all categories of the Medical Staff and is a condition of admission to, and continued membership on, the Medical Staff where there is any privilege granted to admit, attend, manage, and/or consult any patient in the hospital. Alternatively, compliance with the liability insurance requirements of this policy shall be deemed satisfied by any practitioner and Allied Health Professional employed by the hospital to provide services and exclusively providing services on behalf of the hospital as such practitioner and Allied Health Professional is subject to and covered under sovereign immunity pursuant to Section 768.28, Florida Statutes.

To the extent any practitioner and/or Allied Health Professional is providing care at Parrish Medical Center pursuant to a contractual agreement between the hospital and the practitioner and/or Allied Health Professional's medical group / employer, such practitioner and/or Allied Health Professional shall be required to obtain and maintain professional liability insurance required under the applicable contract as a condition of admission to, and continued membership on, the Medical Staff.

All revision dates:

12/2021, 08/2018, 01/1997, 10/1995, 08/1993, 07/1987, 01/1987, 02/1985, 08/1984, 01/1982

Attachments

No Attachments

Approval Signatures

Step Description	Approver	Date
Board of Directors	Robert Jordan: Board Member	pending
President/CEO	George Mikitarian: President/CEO [AJ]	12/2021
Executive Management Committee	Executive Management Committee [AJ]	12/2021
Medical Executive Committee	Rameshbhai Patel: Physician [JH]	09/2021
Compliance	Corporate Compliance [NV]	08/2021
Executive Management	Chris McAlpine: Sr V.P. Administration Transformation	07/2021
	Lori Thompson: Risk Manager	07/2021

Applicability

Parrish Medical Center