



## MEMORANDUM

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**To:** Board of Directors

**Cc:** Bill Boyles, Esquire  
Aluino Ochoa, M.D., President/Medical Staff

**From:** George Mikitarian  
President/CEO

**Subject:** Board/Committee Meetings – April 3, 2017

**Date:** March 28, 2017

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**The Ad Hoc Credentials Review Committee will meet at 11:30 a.m. on Monday, April 3, 2017, where the Committee will review credentialing and privileging files as they relate to medical staff appointment/reappointment.**

**The Education Committee will convene at noon, which will be followed by the Quality, Budget and Finance Committee, and then Executive Committee meetings.** City Manager, Scott Larese, if available, will be giving the City Council liaison report at the Quality Committee.

**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 3:00 p.m.

The Planning Committee meeting has been canceled.

**EDUCATION COMMITTEE**

Billie Fitzgerald, Chairperson  
Herman A. Cole, Jr. (ex-officio)  
Elizabeth T. Galfo, M.D.  
Robert L. Jordan, Jr., C.M.  
Maureen Rupe, Vice Chairperson  
Ashok Shah, M.D.  
Aluino Ochoa, M.D.  
George Mikitarian, President/CEO (Non-voting)

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE  
MONDAY, APRIL 3, 2017  
NOON  
EXECUTIVE CONFERENCE ROOM**

**CALL TO ORDER**

- I. Approval of Minutes – February 6, 2017
- II. Yellow Belt Certification – Mr. Paul Fender
- III. Other
- IV. Executive Session (if necessary)

**ADJOURNMENT**

**NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE EDUCATION 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 MS. LISA CAVALLERO, EXECUTIVE DIRECTOR OF SUPPORT SERVICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6190 OR (321) 383-9829 (TDD).**

**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 SUUPORT, INC. SHALL BE CONDUCTED.**

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS  
COMMITTEE**

A regular meeting of the Educational, Governmental and Community Relations Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on February 6, 2017 in the Executive Conference Room, Second Floor. The following members were present:

Billie Fitzgerald, Chairperson (12:27 p.m.)  
Herman A. Cole, Jr.  
Elizabeth T. Galfo, M.D.  
Robert L. Jordan, Jr., C.M.  
George Mikitarian (non-voting)  
Aluino Ochoa, M.D. (12:28 p.m.)  
Maureen Rupe, Vice Chairperson

Member(s) Absent:  
Ashok, Shah, M.D.

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. Rupe called the meeting to order at 12:24 p.m.

**YELLOW BELT CERTIFICATION**

Mr. Paul Fender briefly summarized work to date within Module 1, and proceeded to conclude Module 1, and began Module 2 of the Lean 6 Sigma process. Copies of the PowerPoint slides are appended to the file copy of these minutes.

**OTHER**

No other items were presented.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 1:41 p.m.

Billie Fitzgerald  
Chairperson

## **QUALITY COMMITTEE**

Herman A. Cole, Jr. (ex-officio)  
Peggy Crooks  
Billie Fitzgerald  
Elizabeth Galfo, M.D.  
Robert L. Jordan, Jr., C.M.  
George Mikitarian (non-voting)  
Jerry Noffel  
Aluino Ochoa, M.D., President/Medical Staff  
Stan Retz, CPA  
Maureen Rupe  
Ashok Shah, M.D.  
Patricia Alexander, M.D., Designee  
Kenneth McElynn, M.D., Designee  
Christopher Manion, M.D., Designee  
Khalid Siddiqui, M.D.  
Pamela Tronetti, D.O., Designee

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
QUALITY COMMITTEE  
MONDAY, APRIL 3, 2017  
IMMEDIATELY FOLLOWING EDUCATION COMMITTEE  
EXECUTIVE CONFERENCE ROOM**

### **CALL TO ORDER**

- I. Approval of Minutes  
*Motion to approve the minutes of the February 6, 2017 meeting.*
- II. Vision Statement
- III. Public Comment
- IV. Dashboard Review
- V. Serious Safety Event Rate (SSER)
- VI. TJC – Leadership Standards
- VII. Other
- VIII. Executive Session (if necessary)

### **ADJOURNMENT**

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PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT MS. LISA CAVALLERO, EXECUTIVE DIRECTOR OF SUPPORT SERVICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6190 OR (321) 383-9829 (TDD). 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 February 6, 2017 in the Executive Conference Room. The following members were present.

Herman A. Cole, Jr., Chairman  
Billie Fitzgerald  
Elizabeth Galfo, M.D.  
Robert L. Jordan, Jr., C.M.,  
Christopher Manion, M.D.  
Kenneth McElynn, M.D.  
George Mikitarian (non-voting)  
Aluino Ochoa, M.D.  
Stan Retz, CPA  
Maureen Rupe  
Khalid Siddiqui, M.D.

Member(s) Absent:

Patricia Alexander, M.D. (excused)  
Peggy Crooks (excused)  
Jerry Noffel (excused)  
Ashok Shah, M.D. (excused)  
Pamela Tronetti, D.O. (excused)

**CALL TO ORDER**

Mr. Cole called the meeting to order at 1:48 p.m.

**REVIEW AND APPROVAL OF MINUTES**

Discussion ensued and the following motion was made by Dr. Galfo, seconded by Dr. Manion and approved (10 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF THE DECEMBER 5, 2016 MEETING AS DISTRIBUTED.***

### **VISION STATEMENT**

Mr. Loftin summarized the committee's vision statement.

### **PUBLIC COMMENTS**

No public comments were made.

### **NEW BOARD QUALITY MEMBER INTRODUCTIONS/BYLAWS REVIEW**

Mr. Loftin reviewed the Quality Composition section of the Board Bylaws and welcomed new members to the committee – Drs. Patricia Alexander, Kenneth McElynn, Christopher Manion, Khalid Siddiqui, and Pamela Tronetti. Drs. Alexander and Tronetti were not able to attend.

### **QUALITY DASHBOARD REVIEW**

Mr. Loftin reviewed the Value Dashboard included in the agenda packet and discussed each indicator score as it relates to clinical quality and cost. Copies of the PowerPoint slides presented are appended to the file copy of these minutes.

### **THE JOINT COMMISSION LEADERSHIP STANDARDS**

Mr. Loftin reminded the committee that PMC is due for the Integrated Care survey in April/May of 2017, and the triennial Joint Commission survey in January, 2018. He continued review of the Leadership Standards with the Committee.

### **THE JOINT COMMISSION NATIONAL PATIENT SAFETY GOALS**

Mr. Loftin shared with the committee the newly released 2017 National Patient Safety Goals.

### **OTHER**

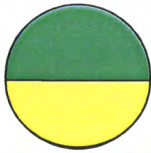
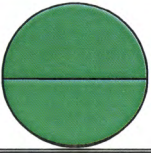
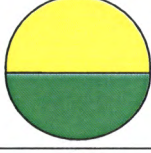
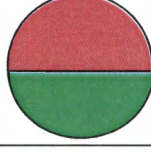
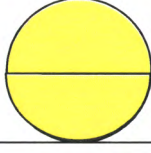
There was no other business to discuss.

### **ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 2:33 p.m.

Herman A. Cole, Jr.  
Chairman

# Board Value Dashboard: April 2017

Core Measures*	
Hospital Acquired Conditions	
Patient Experience	
E.D. Care	
Readmission	

## CMS/IHI Triple Aim

- Better Care For Individuals
- Better Health for Populations
- Lower Costs Through Improvement

**Value= Quality/Cost**



(Most current 3 months of data; November, December, January)

FINANCE COMMITTEE MEMBERS:

Stan Retz, Chairperson  
Peggy Crooks, Vice Chairperson  
Jerry Noffel  
Elizabeth Galfo, M.D.  
Robert Jordan  
Billie Fitzgerald  
Herman Cole (ex-officio)  
George Mikitarian, President/CEO (non-voting)  
Aluino Ochoa, M.D., (alternate)

**TENTATIVE AGENDA  
BUDGET & FINANCE COMMITTEE MEETING - REGULAR  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
MONDAY, APRIL 3, 2017  
EXECUTIVE CONFERENCE ROOM  
(IMMEDIATELY FOLLOWING QUALITY COMMITTEE)  
SECOND FLOOR, ADMINISTRATION**

CALL TO ORDER

- I. Review and approval of minutes (February 06, 2017)

***Motion: To recommend approval of the February 06, 2017 minutes as presented.***

- II. Public Comments
- III. Report from Titusville City Council Liaison- Scott Larese
- IV. Financial Review – Mr. Sitowitz
- V. Quarterly FY17 Capital Update – Mr. Sitowitz
- VI. Quarterly Clinical CQVA Analysis – Mr. Sitowitz
- VII. Disposal

***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.***

- VIII. Executive Session (if necessary)

ADJOURNMENT

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**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
BUDGET AND 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 February 6, 2017 in the Executive Conference Room. The following members, representing a quorum, were present:

Stan Retz, Chairman  
Herman A. Cole, Jr.  
Billie Fitzgerald  
Elizabeth Galfo, M.D.  
Robert Jordan  
George Mikitarian (non-voting)  
Aluino Ochoa, M.D.

Member(s) Absent:

Peggy Crooks (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. Retz called the meeting to order at 2:45 p.m.

**REVIEW AND APPROVAL OF MINUTES**

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: MOTION TO APPROVE THE DECEMBER 5, 2016 MEETING, AS PRESENTED.***

**PUBLIC COMMENTS**

No public comments made.

**CITY COUNCIL LIAISON**

Mr. Cole noted that Mr. Larese dropped off the latest edition of the Titusville Talking Points, and was unable to stay for the meeting.

### **QUARTERLY INVESTMENT REPORTS**

Messrs. John & Tim Anderson reviewed the 4<sup>th</sup> Quarter Performance Reviews for both Operating and Pension Funds. Mr. Tim Anderson presented a brief market update and Mr. John Anderson noted the Operating and Pension Funds and year-to-date and historical values, and manager reports.

### **FINANCIAL REVIEW**

Mr. Sitowitz summarized the December 2016 financial statements.

### **ENACTED MEDICARE CUTS ANALYSIS**

Mr. Sitowitz shared with the Committee the enacted Medicare cuts for the years 2010 – 2026, and the impact to Parrish Medical Center. He noted PMC has already endured \$20M in cuts and can expect another \$90M through 2016.

### **CAPITAL & OPERATING BUDGET TIMELINES**

Mr. Sitowitz shared with the committee important dates with regard to the budgeting process and noted the 1<sup>st</sup> Public Hearing is scheduled for September 11<sup>th</sup> and the 2<sup>nd</sup> Public Hearing is scheduled for September 25<sup>th</sup>.

### **DISPOSAL OF SURPLUS PROPERTY**

Mr. Mikitarian summarized the request for disposal of surplus property materials contained in the packet. He noted that the items listed would be donated to the FabLab project. Discussion ensued and the following motion was made by Dr. Galfo, seconded by Ms. Fitzgerald, and approved (7 ayes, 0 nays, 0 abstentions)

***ACTION TAKEN: 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.***

### **OTHER**

No other business was brought before the committee.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 3:57 p.m.

Stan Retz  
Chairman

NORTH BREVARD COUNTY HOSPITAL DISTRICT  
 OPERATING  
 PARRISH MEDICAL CENTER  
 TITUSVILLE, FLORIDA

**Request for Disposal of Obsolete or Surplus Property**

The assets listed below are considered obsolete, inefficient, or have ceased to serve any useful function. Board approval for disposal is requested.

Asset Description	Asset Control KN #	Purchase Date	Purchase Amount	CE #	Reason for Disposal	Net Book Value (Provided by Finance)	Dept. #
Multi-Hip PL2900	KN023005	1/5/1995	1948.00	01876	Unit unable to be repaired	0.00	1482

Requesting Department 414F 1.482 Department Director *James Erlen*  
 Net Book Value (Finance) 0.00 *Wapson 2-25-17* EMC Member *James Erlen 3-1-17*  
 Sr. VP Finance/CFO *Michael Martini 3-7-17* President/CEO *[Signature]*  
 Board Approval: (Date) \_\_\_\_\_ CFO Signature \_\_\_\_\_  
 Requestor Notified Finance \_\_\_\_\_  
 Asset Disposed of or Donated \_\_\_\_\_  
 Removed from Asset List (Finance) \_\_\_\_\_  
 Requested Public Entity for Donation \_\_\_\_\_  
 Entity Contact \_\_\_\_\_  
 Telephone \_\_\_\_\_

**EXECUTIVE COMMITTEE**

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

**DRAFT AGENDA  
EXECUTIVE COMMITTEE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
MONDAY, APRIL 3, 2017  
2<sup>nd</sup> FLOOR, EXECUTIVE CONFERENCE ROOM**

**CALL TO ORDER**

- I. Approval of Minutes  
*Motion to approve the minutes of the February 6, 2017 meeting.*
- II. Reading of the Huddle
- III. Public Comment
- IV. Open Forum for PMC Physicians
- V. Attorney Report – Mr. Boyles
- VI. Other
- VII. Executive Session (if necessary)

**ADJOURNMENT**

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**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 February 6, 2017 in the Executive Conference Room.

The following members were present:

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

Members Absent:

Peggy Crooks (excused)

Also in attendance were the following Board members:

Maureen Rupe

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 4:04 p.m.

**REVIEW AND APPROVAL OF MINUTES**

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

***ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF THE DECEMBER 5, 2016 MEETING AS PRESENTED.***

**READING OF THE HUDDLE**

Dr. Galfo read the Weekly Huddle.

**PUBLIC COMMENT**

There were no public comments.

**OPEN FORUM FOR PHYSICIANS**

No physicians spoke.

**2017 COMPLIANCE AUDIT & MONITORING WORK PLAN**

Mr. Jackson presented the 2017 Compliance Audit and Monitoring Work Plan. Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Galfo and approved (4 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE 2017 COMPLIANCE AUDIT & MONITORING WORKPLAN, AS PRESENTED.***

**ATTORNEY REPORT**

Mr. Boyles noted copies of resolutions regarding properties at 845 Century Medical Drive, and 7075 US Highway 1, were being disseminated and required Board approval. Mr. McAlpine noted that both properties have been noticed in the newspaper and bids are due back to the hospital on February 20, 2017. Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Galfo and approved (4 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT AUTHORIZING SALE OF REAL PROPERTY LOCATED AT 845 CENTURY MEDICAL DRIVE, TITUSVILLE, FLORIDA.***

Discussion ensued and the following motion was made by Ms. Fitzgerald, seconded by Dr. Galfo and approved (4 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT APPROVING THE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 845 CENTURY MEDICAL DRIVE, TITUSVILLE, FLORIDA.***

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

***ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT AUTHORIZING SALE OF REAL PROPERTY LOCATED AT 7075 N. US HIGHWAY 1, COCOA, FLORIDA.***

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

***ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT APPROVING THE LEASE AGREEMENT FOR THE PROPERTY LOCATED AT 7075 N. US HIGHWAY 1, COCOA, FLORIDA.***

**ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 4:40 p.m.

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



**DRAFT AGENDA  
BOARD OF DIRECTORS MEETING - REGULAR MEETING  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
APRIL 3, 2017  
NO EARLIER THAN 3:00 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 (February 6, 2017)
- V. Recognition(s)
- VI. Open Forum for PMC Physicians
- VII. Public Comments
- VIII. Unfinished Business
  - A. Medical Staff Bylaws – Call (Deferred from January 9, 2017 meeting)

**Recommend the Board of Directors approve that an associate medical staff member should take call if (1) the response time can be met as provided in the Medical Staff Bylaws, (2) the associate medical staff member performs more than 35 admissions/procedures per annum at Parrish Medical Center, (3) a formal agreement is in place with an active medical staff member (in the same specialty/subspecialty as applicable) under which the associate medical staff member has a formal medical/legal relationship with the active medical staff member or his/her practice, and (4) a majority of the associate medical staff member's practice is performed in the geographic boundaries of North Brevard County Hospital District (MS Bylaws).**

- IX. New Business
- X. Medical Staff Report Recommendations/Announcements – Dr. Ochoa
  - A. Resignations - **For Information Only**

BOARD OF DIRECTORS MEETING  
APRIL 3, 2017  
PAGE 2

- Neal Abarbanell, MD (Associate/Emergency Medicine)  
Effective 6/1/17 – Appointed 1/15/15

XI. Public Comments (as needed for revised Consent Agenda)

XII. Consent Agenda

A. Finance Committee

1. Recommend 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.

XIV. Committee Reports

A. Quality Committee – Mr. Cole

B. Budget and Finance Committee – Mr. Retz

C. Executive Committee – Mr. Jordan

D. Educational, Governmental and Community Relations Committee – Ms. Fitzgerald

E. Planning, Physical Facilities & Properties Committee (Did Not Meet)

XV. 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)

XIX. Open Forum for Public

BOARD OF DIRECTORS MEETING

APRIL 3, 2017

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**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 MS. LISA CAVALLERO, EXECUTIVE DIRECTOR OF SUPPORT SERVICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6190 OR (321) 383-9829 (TDD).**

**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. TO THE EXTENT OF SUCH DISCUSSIONS, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT AND NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.**

**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 on February 6, 2017 in Conference Room 2/3/4/5, First Floor. The following members were present:

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

Member(s) Absent:

Peggy Crooks  
Jerry Noffel  
Ashok Shah, M.D

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. Cole called the meeting to order at 5:01 p.m.

**PLEDGE OF ALLEGIANCE**

Mr. Cole led the Board of Directors, staff and public in reciting the Pledge of Allegiance.

**PMC'S VISION – *Healing Families – Healing Communities*®**

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

**APPROVAL OF AGENDA**

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

***ACTION TAKEN: MOTION TO APPROVE THE DECEMBER 5, 2016 MEETING MINUTES, AS PRESENTED.***

**RECOGNITIONS – Ricardo Rivera-Morales, MD**

Dr. Rivera-Morales was recertified with the American Board of Internal Medicine in Pulmonary Disease.

**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 – 2017 Committee Assignments**

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

***ACTION TAKEN: MOTION TO APPROVE THE 2017 COMMITTEE ASSIGNMENTS AS PRESENTED.***

**MEDICAL STAFF REPORT RECOMMENDATIONS/ANNOUNCEMENTS – Resignations**

Resignations were noted for information only, no action required.

**PUBLIC COMMENTS**

There were no public comments regarding the revised consent agenda.

**CONSENT AGENDA**

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

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

A. Executive Committee

1. Recommend the Board of Directors approve the 2017 Compliance Audit & Monitoring Work Plan, as presented.
2. Recommend the Board of Directors approve the Resolution of the Board of Directors of the North Brevard County Hospital District Authorizing Sale of Real Property located at 845 Century Medical Drive, Titusville, Florida.
3. Recommend the Board of Directors approve the Resolution of the Board of Directors of the North Brevard County Hospital District Approving the Lease Agreement for the property located at 845 Century Medical Drive, Titusville, Florida.
4. Recommend the Board of Directors approve the Resolution of the Board of Directors of the North Brevard County Hospital District Authorizing Sale of Real Property located at 7075 N. U.S. Highway 1, Cocoa, Florida.
5. Recommend the Board of Directors approve the Resolution of the Board of Directors of the North Brevard County Hospital District Approving the Lease Agreement for the property located at 7075 N. U.S. Highway 1, Cocoa, Florida.

B. Finance Committee

1. Recommend 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.

**COMMITTEE REPORTS**

**Quality Committee**

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

**Budget and Finance Committee**

Mr. Retz 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**

Ms. Fitzgerald reported all items were covering during the meeting.

**Planning, Physical Facilities and Properties Committee**

Mr. Jordan reported the Planning Committee did not meet.

**PROCESS AND QUALITY REPORT**

No additional information was presented.

**Hospital Attorney**

Legal counsel had no report.

**OTHER**

No other business was discussed.

**CLOSING REMARKS**

Mr. Cole noted Trivia Super Bowl benefiting The Women's Center will be held Saturday, February 4<sup>th</sup> at 5:00 p.m. at Indian River Preserve.

**OPEN FORUM FOR PUBLIC**

There were no public comments made.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 5:04 p.m.

Herman A. Cole, Jr.  
Chairman

Unfinished Business

- A. Medical Staff Bylaws – Call (Deferred from January 9, 2017 meeting)

**Recommend the Board of Directors approve that an associate medical staff member should take call if (1) the response time can be met as provided in the Medical Staff Bylaws, (2) the associate medical staff member performs more than 35 admissions/procedures per annum at Parrish Medical Center, (3) a formal agreement is in place with an active medical staff member (in the same specialty/subspecialty as applicable) under which the associate medical staff member has a formal medical/legal relationship with the active medical staff member or his/her practice, and (4) a majority of the associate medical staff member's practice is performed in the geographic boundaries of North Brevard County Hospital District (MS Bylaws).**



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

**MARCH 21, 2017**

The regular meeting of the Medical Executive Committee of the North Brevard County Hospital District operating Parrish Medical Center was held March 21, 2017, at 6:00 pm in the Conference Center. A quorum was determined to be present.

**CALL TO ORDER**

Dr. Ochoa, Chairman, called the meeting to order at 7:33 pm.

**REVIEW AND APPROVAL OF MINUTES**

The following motion was made, seconded, and approved unanimously.

***ACTION TAKEN: MOTION TO APPROVE THE PREVIOUS MEETING MINUTES (FEBRUARY 21, 2017) AS WRITTEN AND DISTRIBUTED.***

***ACTION TAKEN:*** Noted by the Committee.

**The Joint Commission**

The 2017 Hospital National Safety Patient Goals will remain in the books and included in the packet each month as a resource. A copy is appended to the file copy of these minutes.

***ACTION TAKEN:*** Noted by the Committee.

**HCAHPS –Not Available**

The HCAHPS matrix was not available.

***ACTION TAKEN:*** Noted by the Committee.

**Quality**

The Committee reviewed the Board Quality minutes (January 9, 2017), and the Quality Value Dashboard for February 2017. Copies are appended to the file copy of these minutes.

***ACTION TAKEN:*** Noted by the Committee.

**UNFINISHED BUSINESS – Quality Performance Algorithm**

**ACTION ITEM (February 21, 2017):** Dr. Tronetti will rework the algorithm in the policy for submission. Dr. Tronetti was given copies of the following policies:

- 9500-07 – Quality Improvement Performance Plan
- 9500-8012 – Risk Management Plan

**UPDATE:** Dr. Tronetti will present the algorithm at the April MEC meeting.

**NEW BUSINESS - Resignation(s)**

The Committee reviewed the following resignation(s). Copies are appended to the file copy of these minutes.

- Neal Abarbanell, MD (Associate/Emergency Medicine) – Effective June 1, 2017/Appointed January 15, 2015

***ACTION TAKEN:*** Noted by Committee.

**For Information Only**

The Committee noted the following for the Committee's review. Copies are appended to the file copy of these minutes.

1. Joint Commission *Perspectives* – March 2017

Information/Education items sent by Courier to the Medical Staff to be noted in the minutes. Copies are appended to the file copy of these minutes.

1. Meditech Enhancements – March 1, 2017
2. Meditech Enhancements – March 8, 2017
3. Meditech Enhancements – March 15, 2017
4. Fran Gerrett Golf Classic 2017 Flyer – April 21, 2017 – La Cita Country Club or The Great Outdoors

***ACTION TAKEN:*** Noted by the Committee.

**REPORT FROM ADMINISTRATION - Board of Directors Minutes, Game Plan Score Card, and Financials/Budget**

The Committee reviewed the Board of Directors Regular Board of Directors Meeting minutes (January 9, 2017) from the January Board of Directors packet. A copy is appended to the file copy of these minutes.

***ACTION TAKEN:*** Noted by the Committee.

**CONSENT AGENDA**

Dr. Ochoa asked the Committee if anyone wished to remove an item(s). Copies are appended to the file copy of these minutes. Discussion ensued and the following motion was made, seconded and approved unanimously.

***ACTION TAKEN:*** MOTION TO APPROVE THE FOLLOWING CONSENT AGENDA ITEM(S):

- A. **Cardiopulmonary Critical Values – Examples**
- B. **Revised Policy 9500-2014, Procurement Storage Distribution and Tracking of Bone Tissue (Approved by Department of Surgery March 7, 2017)**

**COMMITTEE REPORT(S)**

The Committee reviewed the committee minute(s) of Radiation Safety Committee (February 2, 2017). Discussion ensued and the following motion was made, seconded and unanimously approved.

***ACTION TAKEN: MOTION TO ACCEPT THE COMMITTEE REPORT(S) AS PRESENTED.***

**CLINICAL DEPARTMENT REPORT(S)**

The Committee reviewed the department minute(s) of Surgery (March 7, 2017). A copy is appended to the file copy of these minutes. Discussion ensued and the following motion was made, seconded and unanimously approved.

***ACTION TAKEN: MOTION TO ACCEPT THE CLINICAL DEPARTMENT REPORT(S) AS PRESENTED.***

**OPEN FORUM – None**

**MEETINGS**

- A. Ad Hoc Credentials Review Committee Executive Session, April 3, 2017, Vice President - Nursing Conference Room, Time TBD
- B. Quality Committee, April 3, 2017, Executive Conference Room (ECR), Noon
- C. Budget & Finance Committee, April 3, 2017, Executive Conference Room
- D. Board of Directors Executive Committee, April 3, 2017, Executive Conference Room
- E. Board of Directors Executive Session, April 3, 2017, Executive Conference Room, (To commence no earlier than 2:00 pm)
- F. Educational, Governmental and Community Relations Committee, April 3, 2017, First Floor, Conference Center
- G. Planning, Physical Facilities and Properties Committee, April 3, 2017, First Floor, Conference Center

MEDICAL EXECUTIVE COMMITTEE – REGULAR  
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- H. Board of Directors, April 3, 2017, First Floor, Conference Center, (To begin no earlier than 4:30 pm immediately following the last Committee meeting).
- I. Joint Conference Committee – TBA
- J. Medical Staff Meetings – first Tuesday each quarter (March, June, and September) at 6:00 pm. The annual meeting in December begins immediately following dinner at 5:30 pm, Conference Center.
- K. Credentials and Medical Ethics Committee, second Monday of each month, Conference Center, 5:30 pm.

***ACTION TAKEN: Noted by the Committee.***

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:40 pm.

Aluino Ochoa, MD  
President/Medical Staff

Pedro Carmona, MD  
Secretary - Treasurer