

**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 January 7, 2019 in Conference Room 2/3/4/5, First Floor. The following members were present:

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

Member(s) Absent:
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. Cole called the meeting to order at 3:02 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 Ms. Fitzgerald and approved (8 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE AGENDA AS PRESENTED.

RECOGNITIONS

Mr. Cole took this time to recognize Dr. Leon Osmon. He presented Dr. Osmon with a gift card and poem for his 56 years of service. Dr. Osmon shared with the Board and audience of his time on staff at Parrish Medical Center. He expressed his gratitude to the Board and to Administration for allowing him to serve the community of North Brevard.

Ms. Rupe noted she took part in the Port St. John Christmas parade on December 15th. She shared what a positive experience it was and presented PMC with a plaque as recognition and thanks for the continued sponsorship and support.

SECRETARY'S REPORT & ELECTION OF OFFICERS

Mr. Cole reviewed the process for the election of officers. He then asked the Vice Chairman, Mr. Robert Jordan, to oversee the first election and turned the meeting over to Peggy Crooks, Secretary of the North Brevard County Hospital District.

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.

Mr. Jordan then nominated Mr. Boyles and Mr. Kancilia as tellers to distribute, collect and count the ballots.

Election of Chairperson

Ms. Crooks indicated that Mr. Cole and Mr. Retz had been nominated as Chairperson. Mr. Boyles distributed the ballots for Chairperson, which were marked signed by each Board member and collected. Mr. Boyles and Mr. Kancilia counted the ballots and recorded the results. Mr. Jordan announced the results, stating that Mr. Cole was elected as Chairperson.

Election of Vice-Chairman

Ms. Crooks indicated that Mr. Jordan had been nominated as Vice Chairperson and no other names were presented. Mr. Boyles distributed the ballots for Vice Chairperson, which were marked signed by each Board member and collected. Mr. Boyles and Mr. Kancilia counted the ballots and recorded the results. Mr. Cole announced the results, stating that Mr. Jordan was elected as Vice Chairperson.

Election of Secretary

Ms. Crooks indicated that she had been nominated as Secretary and no other names were presented. Mr. Boyles distributed the ballots for Secretary, which were marked signed by each Board member and collected. Mr. Boyles and Mr. Kancilia counted the ballots and

recorded the results. Mr. Cole announced the results, stating that Ms. Crooks was elected as Secretary.

Election of Treasurer

Ms. Crooks indicated that there was no nomination for Treasurer. Mr. Cole nominated Mr. Retz and his name was added to the ballot. Mr. Boyles distributed the ballots for Treasurer, which were marked signed by each Board member and collected. Mr. Boyles and Mr. Kancilia counted the ballots and recorded the results. Mr. Cole announced the results, stating that Mr. Retz was elected as Treasurer.

Election of Member-at-Large

Ms. Crooks indicated that Dr. Galfo had been nominated as Member-at-Large and no other names were presented. Mr. Boyles distributed the ballots for Member-at-Large, which were marked signed by each Board member and collected. Mr. Boyles and Mr. Kancilia counted the ballots and recorded the results. Mr. Cole announced the results, stating that Dr. Galfo was elected as Member-at-Large, and this concluded the election.

REVIEW AND APPROVAL OF MINUTES

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

ACTION TAKEN: MOTION TO APPROVE THE NOVEMBER 5, 2018 MEETING MINUTES 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

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

ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE POLICY 9500-1018, PHILANTHROPY AND DONOR RECOGNITION,

AS PRESENTED.

MEDICAL STAFF REPORT RECOMMENDATIONS/ANNOUNCEMENTS

Resignations - **For Information Only**

1. Leon Osmon, MD
2. Christopher Thessen, MD
3. Eman Spaulding, MD
4. Charles Thompson, MD
5. Helen Kraus, MD

PUBLIC COMMENTS

There were no public comments regarding the revised consent agenda.

CONSENT AGENDA

Discussion ensued regarding the consent agenda, and after extensive discussion the following motion was made by Mr. Jordan, seconded by Ms. Crooks and approved (8 ayes, 0 nays, 0 abstentions).

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

A. Audit Committee

1. Motion: To recommend to the Board of Directors to accept the Fiscal Year 2018:
 - Audited Financial Statements
 - Examination Report on Compliance
 - Communications With the Board of Directors and Audit Committee
 - Management Letter
 - Bond Compliance Letter

B. Finance Committee

1. 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.

C. Executive Committee

1. Motion to 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.

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. He stated he would also like to recognize Mike Sitowitz and the Finance Department on the recent Audit. He noted the Auditors pointed out this had been one of the smoothest audits to date. At this time Mr. Sitowitz introduced Ms. Krieger, Ms. Greene and Ms. Davis to be recognized. Mr. Retz thanked Mike and his staff on a job well done.

Executive Committee

Mr. Jordan reported all items were covered during the meeting. Mr. Jordan took this time to thank Edwin and his staff on a phenomenal job. He added that on behalf of the Board of Directors, thank you all so much for a job well done.

Educational, Governmental and Community Relations Committee

Mr. Cole reported the Education Committee did not meet.

Planning, Physical Facilities and Properties Committee

Mr. Jordan reported the Planning Committee did not meet.

PROCESS AND QUALITY REPORT

Mr. Mikitarian expressed his appreciation to the Board of Directors for their continued support of PMC care partners, physicians and auxiliaries.

Hospital Attorney

Legal counsel had no report.

OTHER

No other business was discussed.

CLOSING REMARKS

There were no closing remarks.

OPEN FORUM FOR PUBLIC

No members of the public spoke.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 3:34 p.m.

Herman A. Cole, Jr.
Chairman