

**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 May 4, 2020 via telephone conference. The following members were present via telephone:

Herman A. Cole, Jr., Chairman (via phone)  
Stan Retz (via phone)  
Billie Fitzgerald (via phone 12:10 p.m.)  
Robert L. Jordan, Jr., C.M. (via phone)  
Maureen Rupe (via phone)  
Peggy Crooks (via phone)  
Elizabeth Galfo, M.D. (via phone)  
Jerry Noffel (via phone)  
Ashok Shah, M.D. (via phone, 11:05 a.m.)

Member(s) Absent:  
None

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 11:01 a.m. Mr. Cole noted this telephone conference was pursuant to Executive Order No. 20-69 issued by the office of Governor DeSantis on March 20, 2020, which provides that local government bodies may conduct meetings without having a quorum of its members physically present, and by utilizing communications media technology such as telephonic or video conferencing. Parrish Medical Center management has determined that it is necessary and appropriate for the Board of Directors to meet by telephone conference to help control and minimize the spread of COVID-19 and to ensure that the residents of North Brevard County and Florida remain safe and secure.

Mr. Cole called roll for the members of the Board of Directors appearing remotely and on the telephone for this meeting.

Mr. Boyles reviewed the process and procedure for the telephonic meeting, noting that any person or member of the public may be heard by the Board of Directors, through the Chairman.

**MOMENT OF SILENCE**

Mr. Cole led the Board of Directors, staff and public in a moment of silence for the Coronavirus pandemic and those affected.

**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 Ms. Crooks, seconded by Mr. Jordan and approved (8 ayes, 0 nays, 0 abstentions). Ms. Fitzgerald was not present at the time the vote was taken.

***ACTION TAKEN: MOTION TO APPROVE THE AGENDA AS PRESENTED.***

**EXECUTIVE SESSION**

Discussion ensued and the following motion was made by Dr. Shah and seconded by Mr. Jordan and approved (8 ayes, 0 nays, 0 abstentions). Ms. Fitzgerald was not present at the time the vote was taken.

***ACTION TAKEN: MOTION TO DEFER THE EXECUTIVE SESSION PORTION OF THE AGENDA UNTIL THE END OF THE MEETING AGENDA.***

**REVIEW AND APPROVAL OF MINUTES**

Discussion ensued and the following motion was made by Mr. Jordan, seconded by Dr. Shah and approved (8 ayes, 0 nays, 0 abstentions). Ms. Fitzgerald was not present at the time the vote was taken.

***ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF THE MARCH 2, 2020 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**

Discussion ensued and the following motion was made by Ms. Crooks, seconded by Dr. Galfo and approved (7 ayes, 0 nays, 0 abstentions). Mr. Retz and Ms. Fitzgerald were not present at the time the vote was taken.

**ACTION TAKEN: MOTION TO APPROVE THE RESOLUTION FOR ADOPTION OF THE AMENDED AND RESTATED 403(B) PLAN.**

Discussion ensued and the following motion was made by Ms. Crooks, seconded by Ms. Rupe and approved (7 ayes, 0 nays, 0 abstentions). Mr. Retz and Ms. Fitzgerald were not present at the time the vote was taken.

**ACTION TAKEN: MOTION TO APPROVE THE MOORE STEPHENS LOVELACE ENGAGEMENT LETTER FOR FY20 FOR PARRISH MEDICAL CENTER AS PRESENTED.**

Discussion ensued and the following motion was made by Dr. Galfo, seconded by Ms. Crooks and approved (7 ayes, 0 nays, 0 abstentions). Mr. Retz and Ms. Fitzgerald were not present at the time the vote was taken.

**ACTION TAKEN: MOTION 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**

Mr. Cole expressed his wishes to recognize and show appreciation to the PMC Administrative staff, Medical Staff and Support Staff for all they have done during the COVID-19 pandemic.

Mr. Mikitarian shared with the Board the proposed idea of video messages from the Board of Directors to all staff, first responders and the community. The Board was in agreement that the videos would be an excellent way to show their appreciation.

Mr. Cole and Mr. Mikitarian discussed the Nathaniel Pilate Employee Hardship Fund that is designed to assist care partners experiencing financial difficulties. Mr. Cole added that the Board members may want to contribute to this fund individually.

**EXECUTIVE SESSION**

At this time, Mr. Cole announced the Board would recess the public meeting to convene in Executive Session to discuss matters of strategic planning and credentialing. Mr. Cole noted that Executive Session will be held on a separate conference line as it is closed to the public, and members of the public may remain on this line until the Board of Directors return.

During this time, a representative of PMC will periodically announce that the Board is meeting in Executive Session.

The Board of Directors public meeting recessed at 11:25 a.m.

Ms. Weishaupt, Certified Shorthand Recorder, began recording at 11:30 a.m. at the beginning of the Executive Session regarding strategic Planning.

The Board of Directors reconvened in open session at 12:10 p.m.

Mr. Cole called roll for the members of the Board of Directors appearing remotely and on the telephone for this meeting; all members were present at this time.

**CLOSING REMARKS**

Mr. Cole, on behalf of the Board of Directors, shared his appreciation to Ms. Sellers for the informative daily bulletins, noting these have been very helpful in keeping the Board up-to-date.

**OPEN FORUM FOR PUBLIC**

No members of the public spoke.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 12:13 p.m.

Herman A. Cole, Jr.  
Chairman