



## MEMORANDUM

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**To:** Board of Directors

**Cc:** Bill Boyles, Esquire  
Ramesh Patel, M.D.

**From:** George Mikitarian  
President/CEO

**Subject:** Board/Committee Meetings – November 1, 2021

**Date:** October 28, 2021

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**The Audit Committee will meet at 11:00 a.m. in the Executive 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**

**Members:**

Stan Retz, Chairperson

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

Peggy Crooks

Jerry Noffel

TENTATIVE AGENDA  
AUDIT COMMITTEE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
NOVEMBER 01, 2021 11:00 A.M.  
EXECUTIVE CONFERENCE ROOM

Call to Order

- I. Review and approval of minutes (April 05, 2021)

*Motion: To recommend approval of the April 05, 2021 minutes as presented.*

- II. Public Comments
- III. FY 2021 Audit Plan - MSL
- IV. Corporate Compliance Update – Mr. Jackson
- V. Adjournment

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

A regular meeting of the Audit Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on April 5, 2021 at 10:00 a.m. in the Executive Conference Room. The following members were present:

Stan Retz, Chairperson  
Peggy Crooks  
Jerry Noffel

Other Attendees:

Kent Bailey, Vice President Finance  
Anual Jackson, Director, Corporate Compliance  
Pamela Perez, Administrative Assistant

**Call to Order**

Mr. Retz called the meeting to order at 10:03 a.m.

**Review and Approval of Minutes**

The following motion was made by Ms. Crooks, seconded by Mr. Noffel, and approved without objection.

*Action Taken: Motion to approve the minutes of the January 04, 2021 meeting as presented.*

**Public Comment**

No public comment

**Audit Engagement Letter for FY21**

Mr. Bailey presented to the committee the engagement letter with MSL for the upcoming audit for FY21.

The following motion was made by Mr. Noffel, seconded by Ms. Crooks, and approved without objection.

*Motion: To recommend approval of the Moore Stephens Lovelace Engagement Letter for the FY21 audit as presented.*

**Corporate Compliance Update**

Mr. Jackson updated the committee on the following;

- The government has resumed audits
- Office of Inspector General
  - OIG did a nationwide audit on cardiac device replacements credits due to device recall or failure
    - Audit performed ~~to review for~~ billing accuracy compliance
    - Parrish had two claims audited that were not billed correctly. Discovered that credits were received from Abbott but the credit information was not relayed to the Business Office and in turn the claims were not updated with the credit amount.
    - First Coast Service Options tasked Parrish to lookback at previous years claims (six years) to identify any other cardiac device replacements for which credits were issued by the device manufacturers. Parrish Compliance Office will lead a team to review/audit identified claims for billing errors.
- Recovery Audit Contractor issued request for additional documentation for 12 claim audits
  - Coding and medical necessity being reviewed

**Adjournment**

There being no further business, the meeting adjourned at 10:19 a.m.

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Stan Retz, Chairperson

## **QUALITY COMMITTEE**

Elizabeth Galfó, M.D.  
Robert L. Jordan, Jr., C.M. (ex-officio)  
Peggy Crooks  
Billie Fitzgerald  
Herman A. Cole, Jr.  
Jerry Noffel  
Stan Retz, CPA  
Maureen Rupe  
Ashok Shah, M.D.  
Ramesh Patel, 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, NOVEMBER 1, 2021  
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 September 13, 2021 meeting.*

II. Vision Statement

III. Public Comment

IV. My Story

V. Dashboard

VI. Update:

1. Readmissions
2. MRSA

VII. Leapfrog – Changes in process and methodology

VIII. COVID-19 Update

IX. Other

X. 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 September 13, 2021 in Conference Room 2/3/4/5, First Floor. The following members were present.

Elizabeth Galfo, M.D., Chairperson  
Maureen Rupe, Vice Chairperson  
Herman A. Cole, Jr.  
Billie Fitzgerald  
Robert L. Jordan, Jr., C.M.  
Peggy Crooks  
Stan Retz, CPA  
Gregory Cuculino M.D.  
Ramesh Patel, M.D., President/Medical Staff  
Christopher Manion, M.D.  
George Mikitarian (non-voting)

Members absent:  
Ashok Shah, M.D. (excused)  
Jerry Noffel (excused)  
Jeram Chapla, M.D. (excused)  
Kiran Modi, M.D. (excused)

**CALL TO ORDER**

Dr. Galfo called the meeting to order at 12:04 p.m. At this time she shared her appreciation for PMC Leadership and staff, thanking them for going above and beyond in keeping everyone safe during the pandemic.

**PUBLIC COMMENTS**

There were no public comments.

**COVID 19 IMPACT JULY AND AUGUST**

Mr. Loftin summarized the COVID 19 surge seen between July and August at Parrish Medical Center (PMC), noting it has been a significant challenge for providers and care partners, as well as an issue of space. Mr. Loftin also referenced the recent Florida Today News article regarding the pandemic impact on PMC and the community. Mr. Loftin noted the increase in deaths during the month of August, from four to 50 in one months' time.

Mr. Jordan suggested publishing the number of deaths to encourage members of the public to obtain vaccination.

Mr. Mikitarian shared that there has been significant discussion surrounding how to encourage vaccinations, adding that Florida Today is helping to tell the PMC story. Mr. Mikitarian stated that we can encourage by continuing to share our stories and hope to have an impact.

Dr. Patel suggested the PMC stories be televised.

Mr. Loftin also shared the impact on staffing, noting 21 RN resignations in the last two months and the increased need for agency staffing at PMC.

Mr. Loftin provided information on the Monoclonal Antibody Treatment, out-patient treatment for those considered high risk.

Mr. Loftin shared that the testing and vaccine site will be turned over to NOMI Health, which will provide testing seven days per week.

### **OTHER**

There was no other business brought before the committee.

### **ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 12:48 p.m.

Elizabeth Galfo, M.D.  
Chairperson



BOARD OF DIRECTORS  
QUALITY COMMITTEE PRESENTATION

*Healing Families – Healing Communities®*

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# November 2021 Quality Agenda

1. Approval of Minutes
2. Vision Statement
3. Public Comment
4. My Story
5. Dashboard
6. Update:
  1. Readmissions
  2. MRSA
7. Leapfrog – Changes in process and methodology
8. Executive Session

# Quality Committee Vision Statement

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

# My Story



**PARRISH HEALTHCARE**

Performance Dashboard

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# Performance Dashboard

Description	Sept	Jul-Sept	Actual YTD (CY)	Opportunity
Zero Harm <i>Aug/Jun-Aug</i>	33%	44%	45.8%	<p><i>*Aug*</i> 1 out of 3 = 33%</p> <p>Stroke Goal: 100% Actual 83%</p> <p>Sepsis Goal: 76% Actual 54%</p> <p>EED Goal 0% Actual 0%</p>
HAI	3.34	2.29	0.78	
Readmission	6.42%	8.17%	8.41%	
Person Centered Flow	682	622	449	
Person Experience	66.7	61.5	62.3	

Better than expected

As expected

Needs Improvement



**PARRISH HEALTHCARE**

MRSA Project Update

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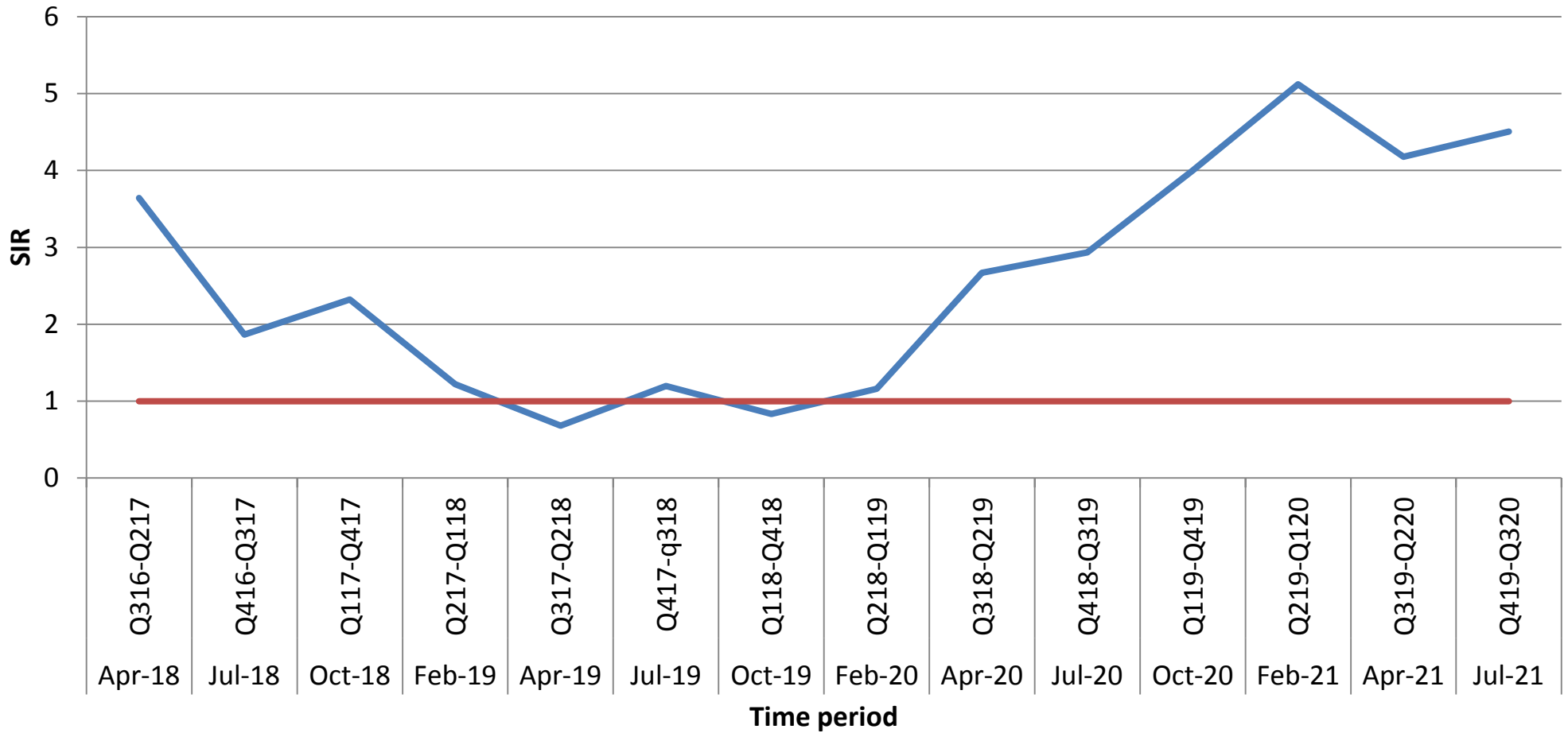
[parrishmed.com](http://parrishmed.com)

# MRSA bacteremia definition

## Hospital Onset

- Number of all unique blood source MRSA in an inpatient location in patients >3 days after admission
- No prior MRSA blood event for that patient in the previous 14 days
- Having a history of MRSA in another location does not exclude patient from surveillance

# MRSA Bacteremia Standardized Infection Ratio





# Colonization vs. Infection

Colonization:

Microorganisms in or on host that are growing

No tissue invasion

Infection:

The entry and multiplication of infectious agent in tissues of the host

# Decolonization

Decolonization therapy:

- Administration of antimicrobial or antiseptic agents to eradicate or suppress MRSA colonization:
  - Intranasal antibiotic or antiseptic (e.g., mupirocin, povidone-iodine) –
  - Topical antiseptic (e.g., chlorhexidine) –
  - +/- Systemic antibiotics

# Value

- Reduced hospital onset MRSA bacteremia labID events will improve patient outcomes, Leapfrog, CMS Hospital Star Rating, and reimbursement through CMS as well as employee safety and satisfaction.
- Cost savings projected at \$200,000

# Summary

Decrease burden of patient nasal and skin contamination



Prevent infections due to potential pathogens on patient skin

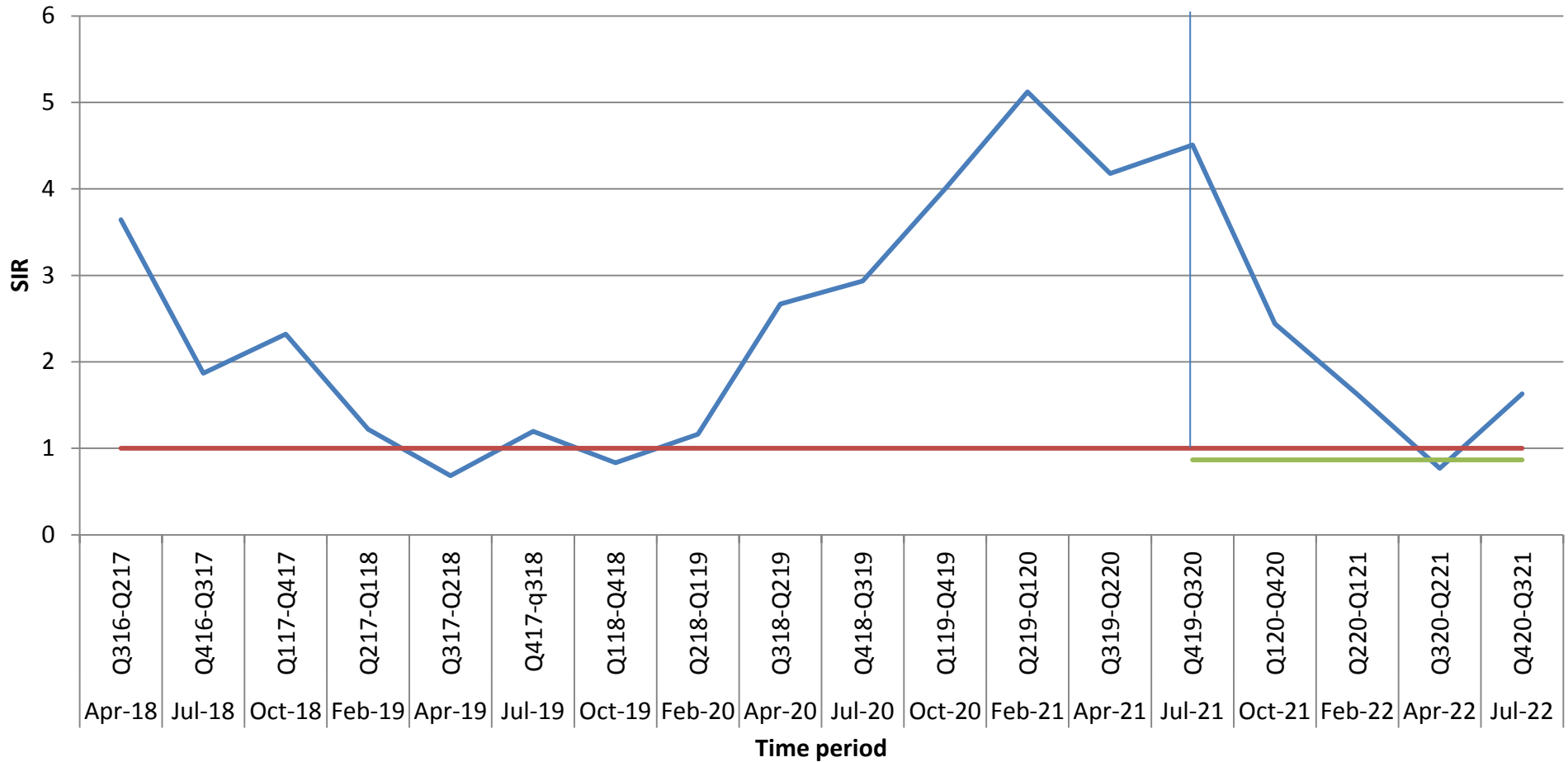


Decrease contamination of care partner hands and the environment



Decrease spread of potential pathogens to other patients

# MRSA Bacteremia Standardized Infection Ratio





Leapfrog updates

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# Leapfrog safety grade

## What it is:

A composite score

- 27 national performance measures of patient safety
- indicates how well hospitals protect patients from preventable errors, injuries and infections.

# Changes to the 2021 Leapfrog Survey

## What's New in 2021

### Person-Centered Care: Billing Ethics

- Billing quality is health care quality.
- Hospitals should make prices transparent, and provide patients with readily understandable and comprehensive bills.
- These steps can avoid financial hardship for patients, including consequences like legal action.
- Leapfrog has added new questions to the Hospital Survey to collect information on billing practices that may be harmful to patients.
- New questions will not be scored or publicly reported in 2021.



# Changes to the 2021 Leapfrog Survey

## What's New in 2021

### **Person-Centered Care: Monitoring Health Care Inequity**

- All patients deserve safe, high quality care.
- Hospitals should identify and mitigate health care disparities due to race, ethnicity, sexual orientation, and gender identify at the point of care.
- Leapfrog has added new questions to assess what actions hospitals are taking to identify and reduce health care disparities.
- New questions will not be scored or publicly reported in 2021.

# Changes to the 2021 Leapfrog Survey

## What's New in 2021

### **Nurse Staffing and Skill Level**

- Nursing care impacts patient outcomes.
- Hospitals should ensure adequate nurse staffing, skill mix, and education so their patients receive the safest, highest-quality care.
- Leapfrog has added new questions to assess nursing staff levels and the skill mix of those nurses in medical, surgical, and med-surg units, and the percentage of BSN-prepared nurses hospital-wide.
- New questions will not be scored or publicly reported in 2021.

# Changes to the 2021 Leapfrog Survey

## What's New in 2021

### Opioid Prescribing

- Safe opioid prescribing can help combat the opioid epidemic.
- Leapfrog continues to include fact-finding questions to assess whether hospitals require all licensed prescribers to participate in state or regional prescription drug monitoring programs (PDMPs) and to follow national opioid prescribing guidelines for new opioid prescriptions following certain surgical procedures.
- These questions will not be scored or publicly reported in 2021.

# Questions?

FINANCE COMMITTEE

Peggy Crooks, Chairperson

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, NOVEMBER 01, 2021  
FIRST FLOOR CONFERENCE ROOMS 2/3/4/5  
(IMMEDIATELY FOLLOWING QUALITY COMMITTEE)**

CALL TO ORDER

I. Public Comments

II. Review and approve minutes of (September 13, 2021)

***Motion: To recommend approval of the September 13, 2021 minutes as presented.***

III. FY 2022 Capital Budget Request, Ventilators (x4) – Mr. Bailey

***Motion: To recommend the Board of Directors approve the purchase of four (4) ventilators at a total cost of \$177,757.00.***

IV. FY 2022 Capital Budget Amendment – Mr. Bailey

***Motion: To recommend the Board of Directors approve the FY 2022 Capital Budget Amendment in the amount of \$2,993,387.00.***

V. Financial Review – Mr. Bailey

VI. 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.

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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 September 13, 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.  
Christopher Manion, M.D. (left at 1:30 p.m.)  
Ramesh Patel, M.D.  
George Mikitarian (non-voting)

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**

Ms. Crooks called the meeting to order at 12:53 p.m.

**PUBLIC COMMENTS**

There were no public comments.

**OPERATING FUNDS AND PENSION INVESTMENT POLICIES**

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

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE CHANGES TO THE OPERATING FUNDS INVESTMENT POLICY (9500-5003) AS PRESENTED AND THE RESOLUTION OF THE BOARD OF DIRECTORS AFFIRMING THE UPDATED INVESTMENT POLICY AND THE ALLOWABLE INVESTMENTS UNDER THE POLICY.**

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: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE CHANGES TO THE PENSION INVESTMENT GUIDELINES POLICY (9500-5004) AS PRESENTED AND THE RESOLUTION OF THE BOARD OF DIRECTORS AFFIRMING THE UPDATED PENSION INVESTMENT GUIDELINES POLICY AND THE ALLOWABLE INVESTMENTS UNDER THE POLICY.**

Mr. Baily noted various motions for approval from the Pension Committee meeting held earlier in the day. Discussion ensued and the following motion was made by Mr. Retz, seconded by Mr. Cole and approved (6 ayes, 0 nays, 0 abstentions).

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE PENSION PORTFOLIO REBALANCING AS PRESENTED BY ANDERSON FINANCIAL PARTNERS TO APPROXIMATELY 54.9% EQUITY INVESTMENTS, 40% FIXED INCOME INVESTMENTS AND 5.1% ALTERNATIVE INVESTMENTS.**

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

**ACTION TAKEN: Motion to recommend the Board of Directors approve the Operating portfolio rebalancing as presented by Anderson Financial Partners to approximately 40% Equity Investments, 53.5% Fixed Income Investments and 6.5% Alternative Investments.**

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

**ACTION TAKEN: Motion to recommend the Board of Directors approve the account managed by London in the Operating Portfolio in the operating account investments be split 50/50 with DRZ managing one-half of the investments currently managed by London.**

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

**ACTION TAKEN: Motion to recommend the Board of Directors approve the Large Cap Allocation currently managed by DRZ to be divided 50% managed by London and 50% managed by DRZ in the Pension investment accounts.**

#### **ANDERSON FINANCIAL UPDATE**

Mr. Tim Anderson presented a brief market update.

At this point, Dr. Manion excused himself from the meeting.

#### **FINANCIAL REVIEW**

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

**FY 2022 OPERATING BUDGET**

Mr. Bailey summarized the memorandum as presented relative to the FY 2022 Operating Budget Discussion ensued and the following motion was made by Mr. Retz, seconded by Mr. Jordan and approved (5 ayes, 0 nays, 0 abstentions).

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE FISCAL YEAR 2022 OPERATING BUDGET AS PRESENTED.**

**FY 2022 CAPITAL BUDGET**

Mr. Bailey summarized the memorandum as presented relative to the FY 2022 Capital Budget Discussion ensued and the following motion was made by Mr. Cole, seconded by Mr. Jordan and approved (5 ayes, 0 nays, 0 abstentions).

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE FY 2022 CAPITAL BUDGET IN THE AMOUNT OF \$5,060,000.**

**PURCHASE OF BEDSIDE VITAL SIGN MONITORING EQUIPMENT**

Mr. Bailey summarized the memorandum as presented relative to the purchase of bedside vital sign monitoring equipment. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Retz and approved (5 ayes, 0 nays, 0 abstentions).

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE PURCHASE AND INSTALLATION OF VITAL SIGN MONITORS AT TOTAL COST OF \$327,200.**

**INTER-GOVERNMENTAL TRANSFER (IGT) MEDICAID PHYSICIAN DIRECTED PAYMENT PROGRAM (PHYSICIAN DPP)**

Mr. Bailey summarized the memorandum as presented relative to the State of Florida Letter of Agreements for the IGT's for Physician DPP. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Cole and approved (5 ayes, 0 nays, 0 abstentions).

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE AUTHORIZING MANAGEMENT TO ENTER INTO A LETTER OF AGREEMENT WITH THE AGENCY FOR HEALTH CARE ADMINISTRATION TO FUND PHYSICIAN DPP FOR SFY 2022 IN AN AMOUNT NOT TO EXCEED \$565,894.**

**INTER-GOVERNMENTAL TRANSFER (IGT) LIP**

Mr. Bailey summarized the memorandum as presented relative to the State of Florida Letter of Agreements for the IGT's for LIP. Discussion ensued and the following motion was made by Mr. Cole, seconded by Mr. Jordan and approved (5 ayes, 0 nays, 0 abstentions).



**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE AUTHORIZING MANAGEMENT TO ENTER INTO A LETTER OF AGREEMENT WITH THE AGENCY FOR HEALTH CARE ADMINISTRATION TO FUND LIP FOR SFY 2022 IN AN AMOUNT NOT TO EXCEED \$1,814,111.**

**INTER-GOVERNMENTAL TRANSFER (IGT) HOSPITAL DPP**

Mr. Bailey summarized the memorandum as presented relative to the State of Florida Letter of Agreements for the IGT's for Hospital DPP. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Retz and approved (5 ayes, 0 nays, 0 abstentions).

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE AUTHORIZING MANAGEMENT TO ENTER INTO A LETTER OF AGREEMENT WITH THE AGENCY FOR HEALTH CARE ADMINISTRATION TO FUND HOSPITAL DPP FOR YEAR 1 IN AN AMOUNT NOT TO EXCEED \$2,070,684.**

**INTER-GOVERNMENTAL TRANSFER DSH**

Mr. Bailey summarized the memorandum as presented relative to the State of Florida Letter of Agreements for the IGT's for DSH. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Cole and approved (5 ayes, 0 nays, 0 abstentions).

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE AUTHORIZING MANAGEMENT TO ENTER INTO A LETTER OF AGREEMENT WITH THE AGENCY FOR HEALTH CARE ADMINISTRATION TO FUND MEDICAID DSH FOR SFY 2022 IN AN AMOUNT NOT TO EXCEED \$910,298.**

**DISPOSALS**

Obsolete and surplus property as specified was presented to the Finance Committee for disposal. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Cole and approved (5 ayes, 0 nays, 0 abstentions).

**ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS TO DECLARE THE EQUIPMENT LISTED IN THE REQUEST FOR DISPOSAL OF OBSOLETE OR SURPLUS PROPERTY FORMS AS SURPLUS AND OBSOLETE AND DISPOSE OF SAME IN ACCORDANCE WITH FS 274.05 AND FS 274.96.**

**OTHER**

There was no other business to come before the committee.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 1:52 p.m.

Peggy Crooks  
Chairperson



## MEMORANDUM

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**To:** Finance Committee

**From:** Kent Bailey, Vice President and Chief Financial Officer

**Copy to:** Edwin Loftin, Senior Vice President Integrated and Acute Care / CNO

**Subject:** **FY 2022 Capital Purchase Request – Ventilators (x4)**

**Date:** November 1, 2021

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The Respiratory Services Department has developed a three-year plan to replace the fleet of 10 ventilators used at the Parrish Medical Center main campus due to the age and difficulty in obtaining parts and service for the equipment. This request is for approval to replace four ventilator units in FY 2022. Approvals to replace the remaining six units will be requested in FY 2023 and FY 2024.

The ventilator units are vital equipment in providing quality care for acutely ill patients. Ventilator usage has increased significantly during the COVID-19 pandemic.

This project was included in the FY 2022 Capital Budget approved by the Board of Directors.

***Motion: To recommend the Board of Directors approve the purchase of four (4) ventilators at a total cost of \$177,757.00.***

## MEMORANDUM

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**To:** Finance Committee

**From:** Kent Bailey, Vice President and Chief Financial Officer

**Subject:** **FY 2022 Capital Budget Amendment**

**Date:** November 1, 2021

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Attached is a proposed amendment to the FY 2022 Capital Budget. The projects listed total \$2,993,387, and are in addition to the FY 2022 Capital Budget of \$5,060,000 approved by the Board of Directors in September 2021.

The approved capital budget and this proposed amendment is greater than that approved in recent years of \$2 million. The increase is due in part to the inclusion of some larger projects including the MRI replacement (\$2.5 million) included in the proposed amendment.

The FY 2022 capital budget may be funded by cash flows from operations and investments, or operating lease/financing.

Individual capital projects included in the attached capital budget amendment that are greater than \$150,000 will be presented for Board approval prior to purchase in accordance with Policy #9500-2.

I recommend the approval of the attached capital budget amendment.

***Motion: To recommend the Board of Directors approve the FY 2022 Capital Budget Amendment in the amount of \$2,993,387.00.***

Attachment

Parrish Medical Center  
 FY 2022 Capital Budget - Amendment #1

Project	Department	Capital Amount
<b>Routine Equipment</b>		
MRI Replacement	Imaging Services	\$ 2,500,000 *
Lifpak Defibrillator Replacement	House Wide	249,387 *
Ngenuity 3D Ophthalmology System	Surgical Services	160,000 *
Steris Surgical Lights (additional amount)	House Wide	84,000
<b>Addition to Total Routine Equipment</b>		<b>\$ 2,993,387</b>

\* Items shaded in yellow exceed \$150,000 and will be presented for Board approval prior to purchase in accordance with Policy # 9500-2.



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[parrishmed.com](http://parrishmed.com)

# Finance Committee

## FYTD September 30, 2021 – Performance Dashboard

Indicator	FYTD 2021 Actual	FYTD 2021 Budget	FYTD 2020 Actual
IP Admissions	5,389	5,264	5,070
LOS	5.4	4.0	5.0
Surgical Procedures	5,108	5,918	5,096
ED Visits	30,530	37,287	33,605
OP Volumes	52,845	55,422	50,763
Hospital Margin %	8.02%	6.58%	6.77%
Investment Income \$	\$14.1 Million	\$3.7 Million	\$6.9 Million
EBIDA Margin %	11.63%	6.26%	6.94%
EBIDA Margin %- Excluding Invest Income	3.59%	3.78%	2.34%

**EXECUTIVE COMMITTEE**

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

**DRAFT AGENDA  
EXECUTIVE COMMITTEE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
MONDAY, NOVEMBER 1, 2021  
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 September 13, 2021 meeting.*
- II. Reading of the Huddle
- III. Public Comment
- IV. Attorney Report – Mr. Boyles
- V. Other
- VI. 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 September 13, 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  
Elizabeth Galfo, M.D.  
Peggy Crooks  
Herman A. Cole, Jr.  
George Mikitarian (non-voting)

Members 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. Retz called the meeting to order at 1:53 p.m.

**READING OF THE HUDDLE**

Dr. Galfo read the Weekly Huddle.

**PUBLIC COMMENT**

There were no public comments.

**STRATEGIC PARTNERSHIP**

Mr. Mikitarian noted that PMC will retain a consultant on a short-term basis to provide a gap analysis for the Health System. He added he will continue to update the Board on a regular basis.

**ATTORNEY REPORT**

No Attorney report was presented.

**OTHER**

Mr. Retz shared that he has seen very positive comments regarding PMC on social media recently.

**ADJOURNMENT**

There being no further business to discuss, the committee adjourned at 2:03 p.m.

Stan Retz, CPA  
Chairman

**DRAFT AGENDA  
BOARD OF DIRECTORS MEETING - REGULAR MEETING  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER  
NOVEMBER 1, 2021  
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. Recognitions(s)
- V. Review Approval of Minutes (September 13, 2021 Regular Meeting, September 14, 2021 First Public Hearing, and September 28, 2021 Second Public Hearing)
- VI. Open Forum for PMC Physicians
- VII. Public Input and Comments\*\*\*1
- VIII. Unfinished Business\*\*\*
- IX. New Business\*\*\*
- X. Medical Staff Report Recommendations/Announcements
- XI. Public Comments (as needed for revised Consent Agenda)
- XII. Consent Agenda\*\*\*
  - A. Pension
    - 1. Motion to recommend approval of 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 recommend approval of 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.

BOARD OF DIRECTORS MEETING

NOVEMBER 1, 2021

PAGE 2

B. Finance

3. To recommend the Board of Directors approve the purchase of four (4) ventilators at a total cost of \$177,757.00.

4. To recommend the Board of Directors approve the FY 2022 Capital Budget Amendment in the amount of \$2,993,387.00.

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\*\*\*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. 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 2:38 p.m. on September 13, 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  
Elizabeth Galfo, M.D.  
Herman A. Cole, Jr.  
Billie Fitzgerald  
Maureen Rupe

Member(s) Absent:

Jerry Noffel (excused)  
Ashok Shah, 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. Jordan called the meeting to order at 2:38 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 Dr. Galfo, seconded by Mr. Cole and approved (7 ayes, 0 nays, 0 abstentions).

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

**RECOGNITIONS**

There were no recognitions.

**OPEN FORUM FOR PMC PHYSICIANS**

There were no physician comments.

**PUBLIC COMMENTS**

A members of the public spoke at this time. A copy of the public appearance request is appended to the file copy of these minutes.

**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. Finance

1. Motion to recommend the Board of Directors approve the changes to the Operating Funds Investment Policy (9500-5003) as presented and the Resolution of the Board of Directors affirming the updated investment policy and the allowable investments under the policy.
2. Motion to recommend the Board of Directors approve the changes to the Pension Investment Guidelines Policy (9500-5004) as presented and the Resolution of the Board of Directors affirming the updated Pension Investment Guidelines Policy and the allowable investments under the policy.
3. Motion to recommend the Board of Directors approve the fiscal year 2022 Operating Budget as presented.
4. Motion to recommend the Board of Directors approve the FY 2022

Capital Budget in the amount of \$5,060,000.

5. 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.
- 6. Motion to recommend the Board of Directors approve the purchase and installation of vital sign monitors at total cost of \$327,200.**
- 7. Motion to recommend the Board of Directors approve to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund LIP for SFY 2022 in an amount not to exceed \$1,814,111.**
- 8. Motion to recommend the Board of Directors approve to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund Physician DPP for SFY 2022 in an amount not to exceed \$565,894.**
- 9. Motion to recommend the Board of Directors approve to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund Hospital DPP for Year 1 in an amount not to exceed \$2,070,684.**
- 10. Motion to recommend the Board of Directors approve to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund Medicaid DSH for SFY 2022 in an amount not to exceed \$910,298.**
- 11. Motion to recommend the Board of Directors approve the Pension portfolio rebalancing as presented by Anderson Financial Partners to approximately 54.9% Equity Investments, 40% Fixed Income Investments and 5.1% Alternative Investments.**
- 12. Motion to recommend the Board of Directors approve the Operating portfolio rebalancing as presented by Anderson Financial Partners to approximately 40% Equity Investments, 53.5% Fixed Income Investments and 6.5% Alternative Investments.**
- 13. Motion to recommend the Board of Directors approve the account managed by London in the Operating Portfolio in the operating account investments be split 50/50 with DRZ managing one-half of the investments currently managed by London.**

- 14. Motion to recommend the Board of Directors approve the Large Cap Allocation currently managed by DRZ to be divided 50% managed by London and 50% managed by DRZ in the Pension investment account.**

## **COMMITTEE REPORTS**

### **Quality Committee**

Dr. Galfo 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**

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

Mr. Retz presented the North Brevard Medical Support Liaison report from the August 5, 2021 meeting



Mr. Jordan noted the following Public Hearing dates: **September 14<sup>th</sup> 5:01p.m. and September 28<sup>th</sup> 5:01p.m.**

Mr. Jordan took this time to thank Judge Majeed for sharing the poem about September 11<sup>th</sup>, 2001.

Mr. Mikitarian took this time to wish Mr. Jordan a happy belated birthday, noting September 11<sup>th</sup> must be a difficult day to both remember a tragedy and celebrate a birthday.

Mr. Morak shared that the October 30<sup>th</sup> JPMF Gala has been postponed to January 15, 2022.

**CLOSING REMARKS**

There were no closing remarks.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 2:54 p.m.

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

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER – SPECIAL MEETING  
PUBLIC HEARING**

The Board of Directors of the North Brevard County Hospital District operating Parrish Medical Center held a special meeting and Public Hearing on September 14, 2021 at 5:02 p.m. in Conference Room 2/3/4/5, First Floor. The following members, representing a quorum, were present:

Stan Retz, CPA  
Herman A. Cole, Jr.  
Peggy Crooks  
Elizabeth Galfo, M.D.  
Billie Fitzgerald

Member(s) Absent:

Robert L. Jordan, Jr., C.M. (excused)  
Jerry Noffel (excused)  
Ashok Shah MD (excused)  
Maureen Rupe (excused)

A copy of the attendance roster of others present during the meeting is appended to the file copy of these minutes.

**CALL TO ORDER**

Mr. Retz called the meeting to order at 5:02 p.m. and stated that this is the first of two public hearings to establish the millage rate and budget for FY2021-2022 as required by the Laws of Florida.

**TENTATIVE MILLAGE RATE**

Mr. Retz asked if there were any public comments and/or questions regarding the tentative millage rate of \$0.0000 per \$1,000 valuation. No comments or questions were presented by the public. Mr. Retz then asked for comments and/or questions from the Board of Directors regarding the millage rate of \$0.0000 per \$1,000 in valuation. No comments or questions were presented by the Members of the Board of Directors. Discussion ensued and the following motion was made by Dr. Galfo, seconded by Ms. Crooks and approved (5 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE TO ADOPT THE TENTATIVE MILLAGE RATE OF \$0.0000 FOR FY2021-2022.***

**TENTATIVE BUDGET FOR FY 2020-2021**

Mr. Retz asked if there were any public comments and/or questions relative to the tentative budget for FY2021-2022 as presented. No comments or questions were presented. Mr. Retz then asked for comments and/or questions from the Board of Directors regarding the tentative budget for FY2021-2022 as presented. No comments or questions were presented by the Members of the Board of Directors. Discussion ensued and the following motion was made by Mr. Cole, seconded by Ms. Crooks and approved (5 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE TO ADOPT THE TENTATIVE BUDGET FOR FY2021-2022 AS PRESENTED.***

**SECOND PUBLIC HEARING**

Mr. Retz announced that the second public hearing will be held on Tuesday, September 28, 2021 at 5:01 p.m.

**ADJOURNMENT**

There being no further business to discuss, the public hearing adjourned at 5:03 p.m.

Elizabeth Galfo, M.D.  
Secretary

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING  
PARRISH MEDICAL CENTER – SPECIAL MEETING  
SECOND PUBLIC HEARING**

The Board of Directors of the North Brevard County Hospital District operating Parrish Medical Center held a special meeting on September 28, 2021 at 5:01 p.m. The following members, representing a quorum, were present:

Robert L. Jordan, Jr., C.M.  
Stan Retz, CPA  
Peggy Crooks  
Elizabeth Galfo, M.D.  
Maureen Rupe  
Ashok Shah, M.D.

Member(s) Absent:

Herman A. Cole, Jr. (excused)  
Billie Fitzgerald (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 special meeting to order at 5:01 p.m. and stated that this is the second of two special public hearings to establish the millage rate and budget for FY2021-2022 as required by the Laws of Florida.

**TENTATIVE MILLAGE RATE**

Mr. Jordan stated the tentative millage rate of \$0.0000 per \$1,000 valuation is the prior year operating millage levy. Mr. Jordan asked if there were any questions or comments from the public. No comments or questions were presented. A copy of the resolution is appended to the file copy of these minutes. Discussion ensued and the following motion was made by Ms. Crooks, seconded by Dr. Galfo and approved (6 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE TO ADOPT THE MILLAGE RESOLUTION RATE OF \$0.0000 PER \$1,000 VALUATION FOR FY2021-2022.***

**TENTATIVE BUDGET FOR FY2021-2022**

Mr. Jordan asked if there were any comments and/or questions from the public relative to the tentative budget for FY2021-2022 as presented. No comments or questions were presented. The following motion was made by Ms. Crooks, seconded by Dr. Galfo and approved (6 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE TO ADOPT THE FINAL BUDGET FOR FY2021-2022 AS PRESENTED.***

**ADJOURNMENT**

There being no further business, the meeting adjourned at 5:03 p.m.

Elizabeth Galfo, M.D.  
Secretary

**Other Attendees:**

George Mikitarian, President/CEO

Kent Bailey, Vice President, Finance/CFO

Edwin Loftin, Sr. Vice President – Acute Care Services

Chris McAlpine, Sr. Vice President, Administration Transformation

Natalie Sellers, Sr. Vice President, Communication, Community and Corporate Services

Stephanie Parham, Executive Assistant

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING PARRISH MEDICAL CENTER  
MEDICAL EXECUTIVE COMMITTEE MEETING – REGULAR SESSION MINUTES  
OCTOBER 19, 2021**

**Present:** R. Patel, M. Storey, D. Barimo, P. Carmona, G. Cuculino, F. Dienst, D. Perez (for R. Henry), A. Ochoa, J. Rojas, H. Cole, Jeff Ruff - Pharmacy

**Absent:** B. Mathews, C. Fernandez, C. Manion, G. Mikitarian, V. Williams, J. Zambos

The meeting of the Medical Executive Committee of the North Brevard County Hospital District operating Parrish Medical Center was called to order on October 19, 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 5:31pm.

**I. REVIEW AND APPROVAL OF MINUTES**

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

**ACTION TAKEN:** Motion to approve the previous Regular Session minutes (September 21, 2021) as written and distributed.

**II. OLD BUSINESS:** None

**III. FOLLOW UP MEC BUSINESS:** None

**IV. NEW BUSINESS:** None

**V. INFORMATION/EDUCATION:** None

**VI. REPORT FROM ADMINISTRATION:** None

**VII. REPORT FROM THE BOARD:** None

**VIII. COMMITTEE REPORTS**

A. Credentialing & Medical Ethics (Regular Session, October 11, 2021)

Noted by the Committee.

**IX. CONSENT AGENDA – STANDING ORDERS**

**Approved by electronic vote on 9/28/21** Approval of Seasonal Influenza Vaccine Assessment (attached). Noted for the minutes.

- E3619 No Titrate Heparin Drip- New Order Set
- E3626ab Home Health COVID-19 Recovery Proactive Orders – New Order Set
- E3627 Home Health COVID-19 Recovery Proactive Orders- New Order set
- E3604 Inspire Sleep Apnea- Revised

Original:

- Initial activation with programming
- Fine tune analysis and programming
- Sleep Study: Inspire Titration

New:

- Post implant follow up
  - Without programming
  - Simple programming (adjustment of  $\leq 3$  parameters)
  - Complex programming (adjustment  $>$  parameters)
- Sleep Study
  - Inspire Titration

The order sets were explained, and discussion ensued. The following motion was made by Dr. Ochoa, seconded by Dr. Dienst, and unanimously approved.

***ACTION TAKEN: MOTION TO APPROVE THE CONSENT AGENDA – STANDING ORDERS, IN BLOCK.***

**X. OPEN FORUM**

Dr. Rojas informed the Committee that the CDC approved the Moderna booster vaccine for people over the age of 65. Discussion ensued. The flu shot and booster shot should be done at the same time, and if not, then one month apart.

**XI. ADJOURNMENT**

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

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Ramesh Patel, M.D.  
Medical Staff President

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Christopher Manion, M.D.  
Secretary/Treasurer

**AMENDMENT TO THE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
A Special Tax District Operating  
PARRISH MEDICAL CENTER  
PENSION PLAN AND TRUST AGREEMENT**

**WHEREAS**, the North Brevard County Hospital District (“Employer”) established the Parrish Medical Center Pension Plan and Trust Agreement (“Plan”), effective as of February 15, 1972, as subsequently amended, and

**WHEREAS**, the Employer desires to amend the Plan; and

**WHEREAS**, the Employer has the right to amend the Plan under Article IX.

**NOW THEREFORE, BE IT RESOLVED**, that the Plan is hereby amended as follows, effective as of the date of execution hereof.

1. The following is added as new Section 5 of Article VIII of the Plan.

5. **Additional Benefit Option for Certain Participants in Pay Status.** If a Participant elects a Joint and Last Survivor Option under Section 1(a) of Article VII and while in pay status, the joint annuitant predeceases the Participant, the Participant may elect, within a reasonable period of the joint annuitant’s death, to have the commuted value of the remaining annuity payments (computed utilizing the assumptions specified in Section 2(a) and (b) of the Article VII, without regard to the last sentence thereof) paid to such Participant in a lump sum as soon as administrative practicable after such Participant’s election.

**IN WITNESS WHEREOF**, the Employer has caused this Amendment to be executed and duly attested as of the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

ATTEST:

PARRISH MEDICAL CENTER, on behalf  
of the Board of Directors of the North  
Brevard County Hospital District, a Special  
Tax District

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: George Mikitarian

Title: President/CEO



**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**

The undersigned Secretary of the North Brevard County Hospital District hereby certifies that the following resolutions were adopted by the North Brevard County Hospital District at a formal meeting for which notice was given in accordance with Florida Statutes Chapter 286.011, and that such resolutions have not been amended or rescinded since that date.

**WHEREAS**, the North Brevard County Hospital District ("Employer") established the North Brevard County Hospital District, a Special Tax District Operating Parrish Medical Center Pension Plan and Trust Agreement ("Plan"), effective as of February 15, 1972, as subsequently amended; and

**WHEREAS**, the Employer desires to amend the Plan; and

**WHEREAS**, the Employer has the right to amend the Plan under Article IX.

**NOW THEREFORE, BE IT RESOLVED**, as follows:

**RESOLVED**, that the following is added as new Section 5 of Article VIII of the Plan.

5. **Additional Benefit Option for Certain Participants in Pay Status.** If a Participant elects a Joint and Last Survivor Option under Section 1(a) of Article VII and while in pay status, the joint annuitant predeceases the Participant, the Participant may elect, within a reasonable period of the joint annuitant's death, to have the commuted value of the remaining annuity payments (computed utilizing the assumptions specified in Section 2(a) and (b) of the Article VII, without regard to the last sentence thereof) paid to such Participant in a lump sum as soon as administrative practicable after such Participant's election.

**RESOLVED**, that the proper officers of the North Brevard County Hospital District are hereby authorized and directed to take any and all actions necessary to effect the foregoing resolution.

ATTEST:

PARRISH MEDICAL CENTER, on behalf of the  
Board of Directors of the North Brevard County  
Hospital District, a Special Tax District

Date: \_\_\_\_\_

By: \_\_\_\_\_, Secretary

Printed Name: \_\_\_\_\_