

Members:

Stan Retz
Peggy Crooks
Jerry Noffel

TENTATIVE AGENDA
BOARD OF DIRECTORS AD HOC COMMITTEE
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
MONDAY, SEPTEMBER 18, 2017 1:00PM
EXECUTIVE CONFERENCE ROOM

Call to Order

- I. Public Comments
- II. Advanced Refunding Discussion – Mr. Sitowitz

Motion: To Recommend to the Budget and Finance Committee to authorize management to negotiate terms with Siemens for an advanced refunding of the remaining Series 2008 bonds in an amount not to exceed \$28,000,000 and to hire Foley Lardner, LLP as bond council and Angela Abbott as borrowers council to draft and review documents.

- III. Adjournment



MEMORANDUM

To: Ad-Hoc Committee

From: Michael Sitowitz
Controller

Subject: **Advanced Refunding Discussion**

Date: September 5, 2017

During the August 7, 2017 board meeting, a motion authorizing Hamlin Capital Advisors to explore a formal proposal from Siemens for the Advance Refunding of the remaining portion of the 2008 bond issue was approved.

On August 24, 2017 management and Hamlin met with Siemens at Parrish Medical Center. It was a productive meeting and the preliminary terms discussed are acceptable. As I write this memo, I have not received the term sheet from Siemens. When I receive the term sheet I will share the terms with the Ad-Hoc committee, prior to the meeting.

After discussion during the meeting the committee will be asked to authorize management to move forward with hiring council and drafting documents for the refunding. I will communicate with the Ad Hoc committee throughout the process. A resolution will be brought back to the board in October for approval to move forward with the refunding.

Motion: To recommend to the budget and finance committee to authorize management to negotiate terms with Siemens for an advanced refunding of the remaining Series 2008 bonds in an amount not to exceed \$28,000,000 and to hire Foley Lardner, LLP as bond council and Angela Abbott as borrowers council to draft and review documents.

Should you have any questions or concerns, please feel free to contact me at 268-6164 or e-mail me at michael.sitowitz@parrishmed.com.

Members:

Stan Retz, Chairperson

Peggy Crooks

Herman Cole

Elizabeth Galfo, M.D.

Jerry Noffel

TENTATIVE AGENDA
AUDIT COMMITTEE
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
SEPTEMBER 11, 2017 2:00 P.M.
EXECUTIVE CONFERENCE ROOM

Call to Order

- I. Review and approval of minutes (May 1, 2017)

Motion: To recommend approval of the May 1, 2017 minutes as presented.

- II. Public Comments
- III. Revenue Cycle Update – Mr. Sitowitz
- IV. Corporate Compliance Update – Anual 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 May 1, 2017 at 11:04 a.m. in the Executive Conference Room. The following members were present:

Stan Retz, Chairperson
Herman Cole
Peggy Crooks (absent-excused)
Elizabeth Galfo M.D
Jerry Noffel

Other Attendees:

Michael Sitowitz
Pamela Perez
Anual Jackson

Call to Order

Mr. Retz called the meeting to order at 11:04 a.m.

Review and Approval of Minutes

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

Action Taken: Motion to approve the minutes of the March 6, 2017 meeting as presented.

Public Comment

No public comment

Update Revenue Cycle

Mr. Sitowitz gave an overview of the following:

- Monthly cash collection goal was exceeded at 101%
- Overall A/R days are down from 54 to 49 days
- DNFB at March 2017 was at \$12.5 mil
- Current Days Cash on Hand at 222 days
- Debt Service Coverage Ratio 2.4

AUDIT COMMITTEE

May 1, 2017

Page 2

Mr. Retz asked about the open positions in Finance. Mr. Sitowitz updated the committee that there is still a search for an Accounting Manager and there has been someone hired for the Director of Patient Financial Services position.

Corporate Compliance Update

Mr. Jackson updated the committee on some areas of government agency audits which include the following:

- Increase in government and managed care claim requests
- Government Audits
 - CMS RAC Audits started again in 2017. 3 PMC charts requested for review-no result to report
 - First Coast audits for hospital and physician practice chart documentation compliance-no results to report
 - KEPRO (Medicare Quality Improvement Organization) completing probe reviews on 2 mid-night stays, state-wide review
- Compliance Hotline Update From Jan 2017- April 2017
 - 20 report allegations-6 via hotline and 14 direct reports
 - 4 cases substantiated- education and training provided

Adjournment

There being no further business, the meeting adjourned at 11:50 a.m.

Stan Retz, 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, SEPTEMBER 18, 2017
3:00 P.M.
EXECUTIVE CONFERENCE ROOM**

CALL TO ORDER

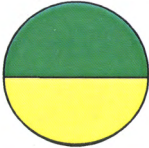
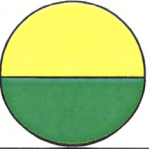
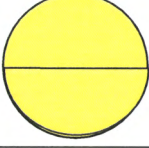
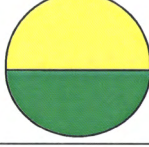
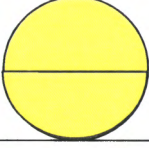
- I. Vision Statement
- II. Public Comment
- III. Dashboard Review
- IV. Oro 2.0
- V. HIIN Update
- VI. Opioid Crisis
- VII. Other
- VIII. Executive Session (if necessary)

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 SUPPORT, INC. SHALL BE CONDUCTED.

Board Value Dashboard: August 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; May, June, July)

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, SEPTEMBER 18, 2017
EXECUTIVE CONFERENCE ROOM
(IMMEDIATELY FOLLOWING QUALITY COMMITTEE)
SECOND FLOOR, ADMINISTRATION**

CALL TO ORDER

- I. Public Comments
- II. Report from Titusville City Council Liaison- Scott Larese
- III. Financial Review – Mr. Sitowitz
- IV. Data Center UPS Replacement Projects - Project #17-721-01 & #18-721-01

Motion: To recommend to the Board of Directors to approve the purchase of materials to recertify UPS unit and connect PMC data center to a 2nd independent power source (Project #17-721-01) at a total cost not to exceed the budgeted amount of \$155,000.

Motion: To recommend to the Board of Directors to approve the purchase of a new UPS unit at PMC and add net new UPS at PSJ (Project #18-721-01) at a total cost not to exceed the budgeted amount of \$376,000.

- V. Inter-Governmental Transfer – Low Income Pool – Mr. Sitowitz

Motion: To recommend to the Board of Directors to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund LIP in an amount not to exceed \$1,943,168.

- VI. Inter-Governmental Transfer – Disproportionate Share – Mr. Sitowitz

Motion: To recommend to the Board of Directors to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund DSH in an amount not to exceed \$626,460.

VII. Advanced Refunding Discussion – Mr. Sitowitz

Motion: To recommend to the Board of Directors to authorize management to negotiate terms with Siemens for an advanced refunding of the remaining Series 2008 bonds in an amount not to exceed \$28,000,000 and to hire Foley Lardner, LLP as bond council and Angela Abbott as borrowers council to draft and review documents.

VIII. Executive Session (if necessary)

ADJOURNMENT

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

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT MS. LISA CAVALLERO, EXECUTIVE DIRECTOR, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (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 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.



MEMORANDUM

To: Finance Committee

From: Edwin Loftin, VP Acute Care/CNO
Robert Dillow, Director Facilities Management, Plant Engineering

Subject: Data Center UPS Replacement Projects
Project #17-721-01 & Project #18-721-01

Date: September 6, 2017

This request is for the release of funds for the budgeted purchase of materials to support the Data Center Uninterrupted Power Supply (UPS) Replacement Projects. UPS and redundant electrical circuitry are essential for continuity of business operations at Parrish Healthcare as our entire data center depends on reliable and consistent flow of electricity to equipment.

Parrish Healthcare currently has three UPS' units in production, two at PMC and one at Port St. John (PSJ).

- UPS-A (PMC) is 9 years old and is powered by 60 kilovolt amps (kVA) of power
- UPS-B (PMC) is 14 years old and is powered by 40 kVA of power.
- UPS-C (PSJ) is 11 years old and is powered by 30 kVA of power

Current and future requirements call for both UPS-A and UPS-B units need to be certified to support 100 kVA. UPS-C needs certified to support 60 kVA.

Plan:

Phase One- 17-721-01 - 2017 Budget Year Project Scope:

- Establish a second independent power source to data center (currently only single source)
- Expand UPS-A (PMC) to 100 kVA and recertify for use

Phase Two- 18-721-01 - 2018 Budget Year Project Scope:

- Remove UPS-B (PMC)
- Deliver and install new UPS-B certified at 100 kVA
- Replace and upgrade to new UPS C (PSJ) certified at 60 kVA at Port St. John

Motion: To recommend to the Board of Directors to approve the purchase of materials to recertify UPS unit and connect PMC data center to a 2nd independent power source (Project #17-721-01) at a total cost not to exceed the budgeted amount of \$155,000.

Motion: To recommend to the Board of Directors to approve the purchase of a new UPS unit at PMC and add net new UPS at PSJ (Project #18-721-01) at a total cost not to exceed the budgeted amount of \$376,000.



MEMORANDUM

To: Budget & Finance Committee

From: Michael Sitowitz
Controller

Subject: **Inter-Governmental Transfer (IGT) – Low Income Pool (LIP)**

Date: September 5, 2017

The State of Florida released the Letter of Agreements (LOA's) for the IGT's for LIP this week. There is still some uncertainty regarding the total amount of IGT's that will be funded to the state for the SFY 17/18 for LIP. The amount of IGT's will determine the total amount of matching funds available to distribute for LIP. Management is in discussion with the Florida Hospital Association and the Safety Net Group to keep apprised of progress. The decision and amount to fund will be made at the last possible moment.

We have the opportunity to receive \$3,645,858 in LIP funding with an IGT investment by PMC of \$1,943,168, which represents a 46.70% return.

To be prepared for the deadline, we are asking that the board provide authorization to management to decide on the amount, if any, to fund the IGT's for LIP. The state will release the final calculations in the next week or two. At that point management will determine the best approach for PMC.

Signed LOA's are due to be returned to the state no later than October 1, 2017, which is before the next board meeting.

Motion: To recommend to the Board of Directors to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund LIP in an amount not to exceed \$1,943,168.

Should you have any questions or concerns, please feel free to contact me at 268-6164 or e-mail me at michael.sitowitz@parrishmed.com.

LIP Letter of Agreement

THIS LETTER OF AGREEMENT (LOA) is made and entered into in duplicate on the 5th day of September 2017, by and between **North Brevard County Hospital District** (the "District") on behalf of **Parrish Medical Center**, and the State of Florida, **Agency for Health Care Administration** (the "Agency"), for good and valuable consideration, the receipt and sufficiency of which is acknowledged.

DEFINITIONS

"Charity care" or "uncompensated charity care" means that portion of hospital charges reported to the Agency for which there is no compensation, other than restricted or unrestricted revenues provided to a hospital by local governments or tax districts regardless of the method of payment, for care provided to a patient whose family income for the twelve (12) months preceding the determination is less than or equal to two-hundred (200) percent of the federal poverty level, unless the amount of hospital charges due from the patient exceeds twenty-five (25) percent of the annual family income. However, in no case shall the hospital charges for a patient whose family income exceeds four times the federal poverty level for a family of four be considered charity.

"Intergovernmental Transfers (IGTs)" means transfers of funds from a non-Medicaid governmental entity (e.g., counties, hospital taxing districts, providers operated by state or local government) to the Medicaid agency.

"Low Income Pool (LIP)" means providing government support for safety-net providers for the costs of uncompensated charity care for low-income individuals who are uninsured. Uncompensated care includes charity care for the uninsured but does not include uncompensated care for insured individuals, "bad debt," or Medicaid and CHIP shortfall.

"Medicaid" means the medical assistance program authorized by Title XIX of the Social Security Act, 42 U.S.C. §§ 1396 et seq., and regulations thereunder, as administered in Florida by the Agency.

A. GENERAL PROVISIONS

1. Per Senate Bill 2500, the General Appropriations Act of State Fiscal Year 2017-2018, passed by the 2017 Florida Legislature, the District and the Agency agree that the District will remit IGT funds to the Agency in an amount not to exceed the total of **\$ 1,943,168**
 - a. The District and the Agency have agreed that these IGT funds will only be used to increase the provision of health services for the charity care of the District and the State of Florida at large.
 - b. The increased provision of charity care health services will be accomplished through the following Medicaid programs:
 - i. LIP payments to hospitals, federally qualified health centers, Medical School Physician Practices, and rural health centers pursuant to the

approved Centers for Medicare & Medicaid Services Special Terms and Conditions.

2. The District will return the signed LOA to the Agency no later than October 1, 2017.
3. The District will pay IGT funds to the Agency in an amount not to exceed the total of ~~1,943,168~~ ^{# 1,943,168} The District will transfer payments to the Agency in the following manner:
 - a. Per Senate Bill 2514, annual payments for the months of July 2017 through June 2018 are due to the Agency no later than October 31, 2017 unless an alternative plan is specifically approved by the agency.
 - b. The Agency will bill the District when payment is due.
4. The District and the Agency agree that the Agency will maintain necessary records and supporting documentation applicable to health services covered by this LOA.
 - a. Audits and Records
 - i. The District agrees to maintain books, records, and documents (including electronic storage media) pertinent to performance under this LOA in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided.
 - ii. The District agrees to assure that these records shall be subject at all reasonable times to inspection, review, or audit by state personnel and other personnel duly authorized by the Agency, as well as by federal personnel.
 - iii. The District agrees to comply with public record laws as outlined in section 119.0701, Florida Statutes.
 - b. Retention of Records
 - i. The District agrees to retain all financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to performance under this LOA for a period of six (6) years after termination of this LOA, or if an audit has been initiated and audit findings have not been resolved at the end of six (6) years, the records shall be retained until resolution of the audit findings.
 - ii. Persons duly authorized by the Agency and federal auditors shall have full access to and the right to examine any of said records and documents.
 - iii. The rights of access in this section must not be limited to the required retention period but shall last as long as the records are retained.

- c. Monitoring
 - i. The District agrees to permit persons duly authorized by the Agency to inspect any records, papers, and documents of the District which are relevant to this LOA.
- d. Assignment and Subcontracts
 - i. The District agrees to neither assign the responsibility of this LOA to another party nor subcontract for any of the work contemplated under this LOA without prior written approval of the Agency. No such approval by the Agency of any assignment or subcontract shall be deemed in any event or in any manner to provide for the incurrence of any obligation of the Agency in addition to the total dollar amount agreed upon in this LOA. All such assignments or subcontracts shall be subject to the conditions of this LOA and to any conditions of approval that the Agency shall deem necessary.
- 5. The District and the Agency agree that any modifications to this LOA shall be in the same form, namely the exchange of signed copies of a revised LOA.
- 6. The District confirms that there are no pre-arranged agreements (contractual or otherwise) between the respective counties, taxing districts, and/or the providers to re-direct any portion of these aforementioned charity care supplemental payments in order to satisfy non-Medicaid, non-uninsured, and non-underinsured activities.
- 7. The District agrees the following provision shall be included in any agreements between the District and local providers where IGT funding is provided pursuant to this LOA:
"Funding provided in this Agreement shall be prioritized so that designated IGT funding shall first be used to fund the Medicaid program (including LIP or DSH) and used secondarily for other purposes."
- 8. This LOA covers the period of July 1, 2017 through June 30, 2018 and shall be terminated June 30, 2018.
- 9. This LOA may only be amended upon written agreement signed by both parties.
- 10. This LOA may be executed in multiple counterparts, each of which shall constitute an original, and each of which shall be fully binding on any party signing at least one counterpart.

LIP Local Intergovernmental Transfers (IGTs)	
Program / Amount	State Fiscal Year 2017-2018
LIP Program	# 1,943,168
Total Funding	# 1,943,168

WITNESSETH:

IN WITNESS WHEREOF, the parties have caused this page Letter of Agreement to be executed by their undersigned officials as duly authorized.

**NORTH BREVARD COUNTY HOSPITAL
DISTRICT**

**STATE OF FLORIDA, AGENCY FOR
HEALTH CARE ADMINISTRATION**

SIGNED
BY: _____

SIGNED
BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____



MEMORANDUM

To: Budget & Finance Committee

From: Michael Sitowitz
Controller

Subject: **Inter-Governmental Transfer (IGT) – Disproportionate Share (DSH)**

Date: September 5, 2017

The State of Florida released the Letter of Agreements (LOA's) for the IGT's for DSH this week. There is still some uncertainty regarding the total amount of IGT's that will be funded to the state for the SFY 17/18 for DSH. The amount of IGT's will determine the total amount of matching funds available to distribute for DSH. Management is in discussion with the Florida Hospital Association and the Safety Net Group to keep apprised of progress. The decision and amount to fund will be made at the last possible moment.

We have the opportunity to receive \$1,578,274 in DSH funding with an IGT investment by PMC of \$626,460 which represents a 39.7% return on investment.

To be prepared for the deadline, we are asking that the board provide authorization to management to decide on the amount, if any, to fund the IGT's for DSH. The state will release the final calculations in the next week or two. At that point management will determine the best approach for PMC.

Signed LOA's are due to be returned to the state no later than October 1, 2017, which is before the next board meeting.

Motion: To recommend to the Board of Directors to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund DSH in an amount not to exceed \$626,460.

Should you have any questions or concerns, please feel free to contact me at 268-6164 or e-mail me at michael.sitowitz@parrishmed.com.

Hospital DSH Letter of Agreement

THIS LETTER OF AGREEMENT (LOA) is made and entered into in duplicate on the 6th day of September 2017, by and between **North Brevard County Hospital District** (the "District") on behalf of **Parrish Medical Center**, and the State of Florida, **Agency for Health Care Administration** (the "**Agency**"), for good and valuable consideration, the receipt and sufficiency of which is acknowledged.

DEFINITIONS

"Charity care" or "uncompensated charity care" means that portion of hospital charges reported to the Agency for which there is no compensation, other than restricted or unrestricted revenues provided to a hospital by local governments or tax districts regardless of the method of payment, for care provided to a patient whose family income for the twelve (12) months preceding the determination is less than or equal to two-hundred (200) percent of the federal poverty level, unless the amount of hospital charges due from the patient exceeds twenty-five (25) percent of the annual family income. However, in no case shall the hospital charges for a patient whose family income exceeds four times the federal poverty level for a family of four be considered charity.

"Disproportionate share program" means specific allocations are established within the General Appropriations Act and any limitations established pursuant to chapter 216, the agency shall distribute, pursuant to this section, moneys to hospitals providing a disproportionate share of Medicaid or charity care services by making quarterly Medicaid payments as required.

"Disproportionate Share Hospital (DSH)" means a hospital that has a Medicaid inpatient utilization rate of not less than one percent.

"Intergovernmental Transfers (IGTs)" means transfers of funds from a non-Medicaid governmental entity (e.g., counties, hospital taxing districts, providers operated by state or local government) to the Medicaid agency.

"Medicaid" means the medical assistance program authorized by Title XIX of the Social Security Act, 42 U.S.C. §§ 1396 et seq., and regulations thereunder, as administered in Florida by the Agency.

A. GENERAL PROVISIONS

1. Per Senate Bill 2500, the General Appropriations Act of State Fiscal Year 2017-2018, passed by the 2017 Florida Legislature, the District and the Agency agree that the District will remit IGT funds to the Agency in an amount not to exceed the total of **\$626,460**.
 - a. The District and the Agency have agreed that these IGT funds will only be used to increase the provision of health services for the charity care of the District and the State of Florida at large.
 - b. The increased provision of charity care health services will be accomplished through the following Medicaid programs:

- i. DSH payments to hospitals, mental health hospitals, and rural health centers pursuant to the approved Centers for Medicare & Medicaid Services Special Terms and Conditions.
2. The District will return the signed LOA to the Agency no later than October 1, 2017.
3. The District will pay IGT funds to the Agency in an amount not to exceed the total of **\$626,460**. The District will transfer payments to the Agency in the following manner:
 - a. Per Senate Bill 2514, annual payments for the months of July 2017 through June 2018 are due to the Agency no later than October 31, 2017 unless an alternative plan is specifically approved by the agency.
 - b. The Agency will bill the District when payment is due.
4. The District and the Agency agree that the Agency will maintain necessary records and supporting documentation applicable to health services covered by this LOA.
 - a. Audits and Records
 - i. The District agrees to maintain books, records, and documents (including electronic storage media) pertinent to performance under this LOA in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided.
 - ii. The District agrees to assure that these records shall be subject at all reasonable times to inspection, review, or audit by state personnel and other personnel duly authorized by the Agency, as well as by federal personnel.
 - iii. The District agrees to comply with public record laws as outlined in section 119.0701, Florida Statutes.
 - b. Retention of Records
 - i. The District agrees to retain all financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to performance under this LOA for a period of six (6) years after termination of this LOA, or if an audit has been initiated and audit findings have not been resolved at the end of six (6) years, the records shall be retained until resolution of the audit findings.
 - ii. Persons duly authorized by the Agency and federal auditors shall have full access to and the right to examine any of said records and documents.
 - iii. The rights of access in this section must not be limited to the required retention period but shall last as long as the records are retained.

c. Monitoring

- i. The District agrees to permit persons duly authorized by the Agency to inspect any records, papers, and documents of the District which are relevant to this LOA.

d. Assignment and Subcontracts

- i. The District agrees to neither assign the responsibility of this LOA to another party nor subcontract for any of the work contemplated under this LOA without prior written approval of the Agency. No such approval by the Agency of any assignment or subcontract shall be deemed in any event or in any manner to provide for the incurrence of any obligation of the Agency in addition to the total dollar amount agreed upon in this LOA. All such assignments or subcontracts shall be subject to the conditions of this LOA and to any conditions of approval that the Agency shall deem necessary.
5. The District and the Agency agree that any modifications to this LOA shall be in the same form, namely the exchange of signed copies of a revised LOA.
 6. The District confirms that there are no pre-arranged agreements (contractual or otherwise) between the respective counties, taxing districts, and/or the providers to re-direct any portion of these aforementioned charity care supplemental payments in order to satisfy non-Medicaid, non-uninsured, and non-underinsured activities.
 7. The District agrees the following provision shall be included in any agreements between the District and local providers where IGT funding is provided pursuant to this LOA:
"Funding provided in this Agreement shall be prioritized so that designated IGT funding shall first be used to fund the Medicaid program and used secondarily for other purposes."
 8. This LOA covers the period of July 1, 2017 through June 30, 2018 and shall be terminated June 30, 2018.
 9. This LOA may only be amended upon written agreement signed by both parties.
 10. This LOA may be executed in multiple counterparts, each of which shall constitute an original, and each of which shall be fully binding on any party signing at least one counterpart.

DSH Local Intergovernmental Transfers (IGTs)	
Program / Amount	State Fiscal Year 2017-2018
DSH Program	\$626,460
Total Funding	\$626,460

WITNESSETH:

IN WITNESS WHEREOF, the parties have caused this page Letter of Agreement to be executed by their undersigned officials as duly authorized.

**NORTH BREVARD COUNTY HOSPITAL
DISTRICT**

**STATE OF FLORIDA, AGENCY FOR
HEALTH CARE ADMINISTRATION**

SIGNED
BY: _____

SIGNED
BY: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____



MEMORANDUM

To: Budget & Finance Committee

From: Michael Sitowitz
Controller

Subject: **Advanced Refunding Discussion**

Date: September 5, 2017

During the August 7, 2017 board meeting, a motion authorizing Hamlin Capital Advisors to explore a formal proposal from Siemens for the Advance Refunding of the remaining portion of the 2008 bond issue was approved.

On August 24, 2017 management and Hamlin met with Siemens at Parrish Medical Center. It was a productive meeting and preliminary terms discussed are acceptable. As I write this memo, I do not have the exact terms that Siemens is proposing but will have them for the meeting.

After discussion during the meeting the committee will be asked to authorize management to move forward with hiring council and drafting documents for the refunding. I will communicate with the Ad Hoc committee throughout the process. A resolution will be brought back to the board in October for approval to move forward with the refunding.

Motion: To recommend to the Board of Directors to authorize management to negotiate terms with Siemens for an advanced refunding of the remaining Series 2008 bonds in an amount not to exceed \$28,000,000 and to hire Foley Lardner, LLP as bond council and Angela Abbott as borrowers council to draft and review documents.

Should you have any questions or concerns, please feel free to contact me at 268-6164 or e-mail me at michael.sitowitz@parrishmed.com.

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, SEPTEMBER 18, 2017
2nd FLOOR, EXECUTIVE CONFERENCE ROOM
IMMEDIATELY FOLLOWING FINANCE COMMITTEE**

CALL TO ORDER

- I. Reading of the Huddle
- II. Public Comment
- III. Open Forum for PMC Physicians
- IV. Halifax Agreement – Messrs. Mikitarian and Boyles
- V. BHA – Mr. Mikitarian
- VI. Attorney Report – Mr. Boyles
- VII. Other
- VIII. 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 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 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.

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, SEPTEMBER 18, 2017
(IMMEDIATELY FOLLOWING EXECUTIVE COMMITTEE)
EXECUTIVE CONFERENCE ROOM**

CALL TO ORDER

- I. Continuous Improvement Project Presentation – 1ST Year Retention
- II. Other
- III. 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 SUPPORT, INC. SHALL BE CONDUCTED.

DRAFT AGENDA
BOARD OF DIRECTORS MEETING - REGULAR MEETING
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
SEPTEMBER 18, 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. Open Forum for PMC Physicians
- V. Public Comments
- VI. Unfinished Business
- VII. New Business
 - A. North Brevard Medical Support, Inc., Liaison Report – Mr. Retz
- VIII. Medical Staff Report Recommendations/Announcements – Dr. Ochoa
 - A. **Motion to Recommend the Board of Directors approve policy 9500-2026, Primary Stroke Center Administrative Support, as presented.**
 - B. **Motion to Recommend the Board of Directors approve policy 9500-8001, Event Reporting Regrading Medical Devices, as presented.**

C. Resignations - **For Information Only**

- Mukesh Aggarwal, MD (Associate/Ophthalmology)
Effective July 27, 2017/Appointed August 5, 2013
- Elmira Basaly, MD (Active/Internal Medicine)
Effective July 29, 2017/Appointed February 1, 2016
- Richard Basaly, MD (Active/Family Practice)
Effective July 29, 2017/Appointed February 1, 2016
- Manuel Quintana, MD (Active/ OB&GYN)
Effective September 1, 2017/ Appointed July 25, 1989.
- Yusef Sayeed, MD (Associate/PM&R)
Effective July 21, 2017/Appointed November 7, 2016
- Christina Cantees, ARNP (AHP/Hospice of St. Francis Pathways)
Effective January 13, 2017/Appointed August 1, 2016
- Phillip Parkinson, CNIM (AHP/Specialty Care)
Effective August 7, 2017/Appointed April 19, 2013
- Mark Ritchie, PA-C (AHP/Emergency Department)
Effective August 1, 2107/Appointed July 1, 2016

D. Retirements – **For Information Only**

- Richard Mayer, MD (Active Staff)
Effective July 28, 2017. Appointed May 17, 1988

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

X. Consent Agenda

A. Finance Committee

1. **Motion: To recommend to the Board of Directors to approve the purchase of materials to recertify UPS unit and connect PMC data center to a 2nd independent power source (Project #17-721-01) at a total cost not to exceed the budgeted amount of \$155,000**

2. **Motion: To recommend to the Board of Directors to approve the purchase of a new UPS unit at PMC and add net new UPS at PSJ (Project #18-721-01) at a total cost not to exceed the budgeted amount of \$376,000.**
3. **Motion: To recommend to the Board of Directors to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund LIP in an amount not to exceed \$1,943,168.**
4. **Motion: To recommend to the Board of Directors to authorize management to enter into a letter of agreement with the Agency for Health Care Administration to fund DSH in an amount not to exceed \$626,460**
5. **Motion: To recommend to the Board of Directors to authorize management to negotiate terms with Siemens for an advanced refunding of the remaining Series 2008 bonds in an amount not to exceed \$28,000,000 and to hire Foley Lardner, LLP as bond council and Angela Abbott as borrowers council to draft and review documents.**

XIII. 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)

XIV. Process and Quality Report – Mr. Mikitarian

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

XV. Other

XVI. Closing Remarks – Chairman

XVII. Executive Session (if necessary)

XVIII. Open Forum for Public

BOARD OF DIRECTORS MEETING
SEPTEMBER 11, 2017
PAGE 4

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).

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

AUGUST 15, 2017

The regular meeting of the Medical Executive Committee of the North Brevard County Hospital District operating Parrish Medical Center was held August 15, 2017, at 6:00 pm in the Conference Center. A quorum was determined to be present.

CALL TO ORDER

Dr. Aluino Ochoa, Chairman, called the meeting to order at 6:04 pm.

REVIEW AND APPROVAL OF MINUTES

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

ACTION TAKEN: MOTION TO APPROVE THE PREVIOUS MEETING MINUTES (JULY 18, 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.

Quality

The Committee reviewed the Board Quality minutes (May 1, 2017 and June 5, 2017), and the Quality Value Dashboard for August 2017. Copies are appended to the file copy of these minutes.

ACTION TAKEN: Noted by the Committee.

Follow-up MEC Item(s) – William Rylander, MD – Request for Emergency Department Exemption

The Committee reviewed the completion of a one-year notice (May 2016) from William Rylander, MD requesting to be exempt from emergency department call. Discussion had ensued at the May meeting regarding whether there will be adequate gastroenterology coverage if Dr. Rylander is granted exemption. A copy is appended to the file copy of these minutes. Dr. Ochoa spoke with Dr. William Rylander and Dr. Amar Hemaidan as directed by the MEC but he was unavailable to report. The following motion was made, seconded and approved unanimously.

ACTION TAKEN: MOTION CONTINUES TO BE TABLED.

ACTION ITEM: Keep this item on the agenda for one more month and if issue is resolved, ask Dr. Rylander to withdraw his request with the one year waiting period noted.

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: The policies above are being revised. Dr. Tronetti's algorithm is being reviewed as part of the revision. This item is to be removed from the agenda.

NEW BUSINESS – Medical Staff Rules & Regulations Amendment

The Committee reviewed the request for the addition of the Patient Blood Management Committee (formerly known as the Transfusion Committee) to the Medical Staff Rules & Regulations. It is in the charter that this Committee will be a Medical Staff committee. Discussion ensued and the following motion was made, seconded and approved unanimously.

ACTION TAKE: MOTION TO SEND OUT TO THE MEDICAL STAFF THE AMENDMENT TO THE MEDICAL STAFF RULES & REGULATIONS TO ADD PATIENT BLOOD MANAGEMENT COMMITTEE (FORMERLY THE BLOOD TRASFUSION COMMITTEE) FOR ONE (1) MONTH COMMENT PERIOD.

UPDATE: This item will be on the September agenda.

NEW BUSINESS – LOA/Resignation - Manuel Quintana, MD

The Committee reviewed an email from Dr. Manuel Quintana requesting an extension to his leave of absence which is up on September 1. He also requested that if his leave could not be extended that he would resign effective September 1, 2017. Dr. Quintana was appointed July 25, 1989. Discussion ensued and the following motion was made, seconded and approved unanimously.

ACTION TAKEN: MOTION TO DENY THE EXENSION OF LEAVE OF ABSENCE REQUESTED BY MANUEL QUINTANA, MD AND TO ACCEPT HIS RESIGNATION EFFECTIVE SEPTEMBER 1, 2017.

Retirement -- Richard Mayer, MD

The Committee reviewed a heartfelt letter from Richard Mayer who is retiring effective July 28, 2017 after 29 years as a Radiologist. Dr. Mayer was appointed May 17, 1988.

ACTION TAKEN: Noted by the Committee.

Resignation(s)

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

- Mukesh Aggarwal, MD (Associate/Ophthalmology) – Effective July 27, 2017. Appointed August 5, 2013
- Elmira Basaly, MD (Active/Internal Medicine) – Effective July 29, 2017/Appointed February 1, 2016
- Richard Basaly, MD (Active/Family Practice) – Effective July 29, 2017/Appointed February 1, 2016
- Yusef Sayeed, MD (Associate/PM&R) – Effective July 21, 2017/Appointed November 7, 2016
- Christina Cantees, ARNP (AHP/Hospice of St. Francis Pathways) – Effective January 13, 2017/Appointed August 1, 2016
- Phillip Parkinson, CNIM (AHP/Specialty Care) – Effective August 7, 2017/Appointed April 19, 2013
- Mark Ritchie, PA-C (AHP/Emergency Department) – Effective August 1, 2017/Appointed July 1, 2016

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* – August 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. August 4, 2017 Flyer – Update on Nuance Transcription
2. Care Partner Bulletin (August 2, 2017) – National hospital safety organization CEO (Leah Binder/Leapfrog Group) to visit PMC
3. Meditech Enhancements – July 26, 2017

4. Meditech Enhancements – August 2, 2017
5. Meditech Enhancements – August 9, 2017
6. Instructions for Dictation - (August 9, 2017)

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 (May 1, 2017 and June 5, 2017) from the August 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. None were removed. 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. Revised Policy 9500-2026 – Primary Stroke Center Administrative Support
- B. Revised Policy 9500-8001 – Event Reporting Regarding Medical Devices
- C. (E3285) Total Hip Replacement - Preoperative – Adult
- D. (E3282a) Total Knee Replacement - Preoperative - Adult

COMMITTEE REPORT(S)

The Committee reviewed the committee minute(s) of Cancer Committee (June 6, 2017), and Pharmacy & Therapeutics Committee (June 28, 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 Emergency Medicine (July 25, 2017), Medicine (May 24, 2017), and OB/Gyn (July 19, 2017). Copies are 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

Discussion ensued regarding Blood Management – single unit transfusion – Block when not active bleeding. Emergent vs routine – give one unit and reassess.

ACTION TAKEN: Noted by the Committee.

MEETINGS

- A. Ad Hoc Credentials Review Committee Executive Session, September 11, 2017, Vice President - Nursing Conference Room, Time TBD
- B. Quality Committee, September 11, 2017, Executive Conference Room (ECR), Noon
- C. Budget & Finance Committee, September 11, 2017, Executive Conference Room
- D. Board of Directors Executive Committee, September 11, 2017, Executive Conference Room
- E. Board of Directors Executive Session, September 11, 2017, Executive Conference Room, (To commence no earlier than 2:00 pm)
- F. Educational, Governmental and Community Relations Committee, September 11, 2017, First Floor, Conference Center
- G. Planning, Physical Facilities and Properties Committee, September 11, 2017, First Floor, Conference Center
- H. Board of Directors, September 11, 2017, First Floor, Conference Center, (To commence following the last Board Committee meeting no earlier than the posted time).
- 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

MEDICAL EXECUTIVE COMMITTEE – REGULAR
AUGUST 15, 2017
PAGE 6

- 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 6:22 pm.

Aluino Ochoa, MD
President/Medical Staff

Pedro Carmona, MD
Secretary - Treasurer



Parrish Medical Center | North Brevard County Hospital District
Parrish Healthcare Centers
Parrish Medical Group
Parrish Health Network

POLICY TITLE: Primary Stroke Center Administrative Support	POLICY #: 9500-2026	REPLACES POLICY #: 9500-237
	EFFECTIVE DATE: 08/01/2013	Page: 1 of 1
POLICY SCOPE: Parrish Healthcare and Affiliates	REVIEWED: n/a	
DEVELOPED BY: (Department)	REVISED: 04/15; 6/17	
APPROVALS: Executive Management: _____ Chairperson, Medical Executive Cmte: _____ President/CEO: _____ Chairperson, Board of Directors: _____	REPOSITORY: Corporate Compliance iCare	

I. POLICY

Parrish Medical Center (PMC) is committed to providing excellent stroke care to the North Brevard community. The structures and processes of the PMC Primary Stroke Center are defined, implemented and evaluated accordingly.

Program support and authority for PMC’s organization-wide performance improvement include the Board of Directors, Board Quality Committee, Chief Executive Officer/CEO, Senior VP, Professional Services/Administration, VP of Acute Care Services/CNO, Senior VP of Finance/CFO, Medical Executive Committee Chairman, and the Clinical Alignment Team.

II. REFERENCES

- A. The Joint Commission 2017~~4~~ DSC standards for Primary Stroke Center, DSCR 1 EP 2 The program defines the accountability of its leader(s).
- ~~B. Current DSC Primary Stroke Manual DSCR.1 #2~~



Parrish Medical Center | North Brevard County Hospital District
 Parrish Healthcare Centers
 Parrish Medical Group
 Parrish Health Network

POLICY TITLE: Event Reporting Regarding Medical Devices	POLICY #: 9500-8001	REPLACES POLICY #: 9500-81
	EFFECTIVE DATE: 03/01/2010	Page: 1 of 3
POLICY SCOPE: Parrish Healthcare and Affiliates Parrish Medical Center care partners and affiliates	REVIEWED: n/a	
DEVELOPED BY: Risk Management	REVISED: 07/17	
APPROVALS: Executive Management: _____ Chairperson, Medical Executive Cmte: _____ President/CEO: _____ Chair person man, Board of Directors: _____	REPOSITORY: Corporate Compliance iCare	

I. PURPOSE

To establish a written policy for guidance in complying with the requirements of the Safe Medical Devices Act and the Medical Device Reporting Regulation, 21 CFR, Part 803.

II. POLICY STATEMENT

Parrish Healthcare ~~Medical~~ Center's personnel will comply with the terms of the Safe Medical Devices Act and the Medical Device Reporting Regulation as outlined in this policy.

III. DEFINITIONS

- A. The Medical Devices Act and the Medical Device Reporting Regulation require medical device user facilities "to report occurrences/incidents that reasonably suggest that a medical device has caused or contributed to the death of a patient or serious-any injury of a patient or a near miss not resulting in any injury."
- B. Device User Facility: Hospital, ambulatory surgical facility, nursing home, outpatient diagnostic facility, or outpatient treatment facility, ~~which is not a physician's office~~ or an employed physician's office.

- C. Reportable Event: An event involving a device that has caused, or potentially may have caused, or contributed to a death or ~~serious-any~~ injury of a patient, visitor or an employee ~~of~~ at the facility.

- D. Device (Medical Device): An instrument, apparatus, implement, machine, implant, in vitro reagent, or other similar or related article, including any component part, or accessory. (Examples include, but are not limited to, ventilators, infusion pumps, wheelchairs, defibrillators, pacemakers, joint prosthesis, catheters, thermometers, patient restraints, contact lenses, surgical devices/instruments, etc.)

- E. Patient of a Facility: ~~Any individual who is being diagnosed, or treated, and/or otherwise receiving medical care at or under the control or authority of the facility. This definition encompasses employees of the facility or individuals affiliated with the facility that, in the course of their duties, suffer a device-related death or serious injury that was, or may have been caused by, or contributed to by a device used at the facility. Refers to any person seeking healthcare or actively receiving healthcare treatments, diagnostic tests, screenings, assessment, medications, or education from any entity related to Parrish Healthcare.~~

- F. Serious Injury: Injury or illness that:
 - Is life-threatening;
 - Results in permanent (non-reversible) impairment of a body function or permanent damage to a body structure;
 - Necessitates medical or surgical intervention to preclude permanent impairment of a body function or permanent damage to a body structure.

- G. Medical Device Report (MDR): MedWatch—FDA Form 3500A ~~or an~~ or an electronic document.

IV. PROCEDURE

- A. An Incident Report will be completed in TASK+rsolutions a hospital approved incident reporting system and sent to Risk Management within 72 hours.

- B. All identifying lot numbers, serial numbers, and CTM numbers, if applicable, on the device must be sent to QRM and/or Clinical Engineering. Equipment must remain intact that includes any accessories used on the patient.

- C. Personnel aware of suspected issues/problems with a device will promptly remove the device from service, tag the device with specific failure details and notify the Clinical Equipment Department or the Risk Management department as appropriate.

- D. The Clinical Equipment Department will:

1. Secure the equipment in question from further use
 2. Evaluate for malfunctions or defects at the Risk Manager's request and with appropriate authorizations; or assist the facility in obtaining an independent investigator to evaluate the equipment for malfunctions or defects.
 3. Help to obtain back-up equipment
- E. The device involved should not be destroyed, tampered with, repaired, modified in any way, returned to the vendor, or released to any party without the written approval of the Risk Manager.
- F. The Clinical Equipment Department should secure the involved device, and the Risk Manager should verify the involved device is secured.
- G. MDR event files will be identified and maintained by the Risk Management Department. The event file shall be retained for a period of two years from the date of the event.
- H. The Risk Manager or designee will investigate the occurrence in conjunction with the appropriate department head(s) and other personnel as deemed appropriate. As indicated, the risk manager or his/her designee will review the event and assure the completion of the MedSun report and follow-up with the device manufacturer as appropriate.
- I. If there is information that reasonably suggests there is a probability that a device has caused or contributed to the death of a patient, the Risk Manager or designee must submit a report to the Food and Drug Administration and the manufacturer, if known, within ten (10) working days after the reportable event becomes known to the user facility. AHCA will also be notified per their required reportable events.
- I. Devices will be photographed by the Risk Manager prior to release to a vendor or other party.
- J. The "Device Malfunction and Failure" form will be completed and attached to the hospital approved incident report system. The form is located in Forms Fast under QRM.

V. RESPONSIBILITY

- A. It will be the responsibility of all Parrish Medical Healthcare Center Administration and department directors to see that personnel are aware of, and adhere to, this policy.
- B. It will be the responsibility of the Risk Manager or Clinical Equipment designee to submit the required reports.

VI. REFERENCES

[Safe Medical Devices Act and the Medical Device Reporting Regulation, 21 CFR, Part 803](#)

MUKESH C. AGGARWAL, M.D.
Board Certified Ophthalmologist

ALEJANDRO ESPAILLAT, M.D.
Ophthalmologist

OMAR M. KAZI, M.D.
Board Certified Ophthalmologist



July 27, 2017

To whom it may concern,

After much consideration, I would like to formally resign my position as a Parrish Medical Staff member. Consider this letter as my resignation notification and thank you for allowing me to serve your patients. If there is anything I can do for you in the future, feel free to notify me.

Sincerely,

Mukesh C. Aggarwal M.D.

Merritt Island
1045 N Courtenay Pkwy
Merritt Island, FL 32953
(321) 453-EYES (3937)

Port St. John
6725 N. Hwy US 1
Cocoa, FL 32927
(321) 383-EYES (3937)

Melbourne
232 S. Wickham Road
Melbourne, FL 32904
(321) 953-EYES (3937)

Suntree
6559 N. Wickham Rd. Ste.101
Melbourne, FL 32940
(321) 723-EYES (3937)

Erwin, Jonda

From: Erwin, Jonda
Sent: Tuesday, August 08, 2017 3:08 PM
To: Erwin, Jonda
Subject: FW: [External Sender] Exit Arrangements/Meeting/Resignation- Richard Basaly, MD

WARNING: This message came from an external source. Please do not click links or open attachments if unexpected or unusual.

Dear Mr. Mcalpine and Mr. Mikitarian,

I would like to arrange a smooth and amicable transition as I exit Parrish Medical Group.

This said, I would like to submit my letter of formal resignation effective July 29, 2017.

Thank you for your assistance. Please find enclosed my resignation letter.

I am available for a meeting next week to further discuss a smooth and amicable transition if further clarification of logistics is deemed necessary.

Kindest regards,
Richard Basaly, MD

Erwin, Jonda

From: Loftin, Edwin
Sent: Monday, August 07, 2017 9:02 AM
To: Erwin, Jonda
Subject: FW: [External Sender] Resignation- Elmira Basaly MD

From: Mikitarian, George
Sent: Saturday, July 29, 2017 4:12 PM
To: Loftin, Edwin
Subject: Fwd: [External Sender] Resignation- Elmira Basaly MD

Sent via the Samsung Galaxy S7, an AT&T 4G LTE smartphone

----- Original message -----

From: "Elmira S. Basaly" <ellie.sadeghi@gmail.com>
Date: 7/29/17 2:03 PM (GMT-05:00)
To: "Mikitarian, George" <George.Mikitarian@parrishmed.com>, "Mcalpine, Chris" <Chris.Mcalpine@parrishmed.com>
Cc: "Fahie, Tanya" <Tanya.Fahie@parrishmed.com>
Subject: [External Sender] Resignation- Elmira Basaly MD

WARNING: This message came from an external source. Please do not click links or open attachments if unexpected or unusual.

Dear Mr. Mikitarian and Mr. McAlpine,

Please accept notice of my resignation from Parrish Medical Center/Group, effective immediately, July 29, 2017.

If you would like to meet to further discuss, I am available. Please let me know how I may return pagers, coats, badges, etc.

Thank you,
Elmira Basaly, MD

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Hudgens, Tracy

From: Erwin, Jonda
Sent: Thursday, August 24, 2017 11:44 AM
To: Hudgens, Tracy
Subject: FW: [External Sender] Extension of LOA

From: Manuel Quintana [<mailto:docquinbmw@gmail.com>]
Sent: Thursday, August 10, 2017 12:30 PM
To: Erwin, Jonda
Subject: [External Sender] Extension of LOA

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TO: MEC
George Mikitarian CEO, PMC

From: Manuel Quintana MD

Re: Extension of LOA

Through this note I would like to formally request an extension of my LOA due to expire on Sep 1/2017. If approved I would like to extend it for another year.

If this request is not possible then let this note serve as an official notice of my voluntary Relinquishment of Privileges to be effective September 1, 2017.

Thank you

Manuel Quintana MD FACOG

Erwin, Jonda

From: Karen Foley <kfoley@millenniummedical.com>
Sent: Tuesday, July 25, 2017 11:42 AM
To: Erwin, Jonda
Subject: [External Sender] Yusef Sayeed, MD Resignation Notice

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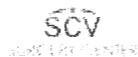
Jonda, hello.


Please resign Dr Yusef Sayeed from Parrish Medical Center effective 7/21/2017.
His last day with us was 7/21/2017.


Thanks.

Karen Foley
Executive Administrative Assistant
Direct: 321-775-1288
Scan to email: kfoley@millenniummedical.com
www.deukspine.com
www.vierahealthandwellness.com

God is good all the time!



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July 24 , 2017

Dear PMC, PSJ and PMG (Target) friends,

I wanted to write to you to express my appreciation and fondness for all of you. As my retirement date (7/28) approaches, I know our schedules will not permit all the time necessary to speak individually with each of you. I did not want to walk out the door without expressing some of my feelings. I enter my retirement years with bittersweet emotions. I have been at Parrish for 29 years. I have known some of you for that entire time, while others, I have known for just a few months. We have lived our lives in parallel with numerous intersecting moments. I have relished in many of your joyous moments and commiserated with you in times of tragedy. For those of you who have been here for a long time, we have grown old together. For the younger people, don't get old. While I am excited to see what my future brings, I am also saddened that our daily momentary interactions will end. I will really miss our daily consults, quick phone calls and periodic luncheons. I could do without the after midnight calls.

I want you to know how much I admire your dedication to your jobs. Only those of us who are in the trenches with you know the difficulty you experience in performing your duties in the presence of ill patients, time constraints, schedule changes, add-ons and current economic realities. You do so efficiently and while maintaining a great attitude. I hope I have contributed in a small way to your ability to perform your jobs well. Thank you for everything you did to enable me to do my job.

I wish you all a long happy and healthy life. I hope I will continue to see you at future events.

Fondly,

Rich

TENTATIVE AGENDA
BOARD OF DIRECTORS - SPECIAL MEETING
PUBLIC HEARING
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
MONDAY, SEPTEMBER 18, 2017 5:01 P.M.
FIRST FLOOR, CONFERENCE CENTER

CALL TO ORDER

- I. First of two special public hearings to establish the millage rate and budget for FY2017-2018 as required by Laws of Florida (LD.2.50)
- II. Tentative millage rate of \$0.0000 per \$1,000 valuation is the prior year operating millage levy (LD.2.50).
 - A. Public comments and/or questions
 - B. Adopt tentative millage rate

Motion: To adopt the tentative millage rate of \$0.0000 for FY2017-2018

- III. Tentative Budget for FY2017-2018 (LD.2.50)
 - A. Public comments and/or questions
 - B. Adopt tentative budget

Motion: To adopt the tentative budget for FY2017-2018

- IV. Announce special Board meeting (second public hearing) Monday, September 25, 2017 at 5:01 p.m. in Second Floor, Executive Conference Center.

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, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FIVE (5) DAYS PRIOR TO THE MEETING. FOR INFORMATION CALL (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.

BUDGET OVERVIEW INFORMATION SHEET
 NORTH BREVARD COUNTY HOSPITAL DISTRICT
 DBA PARRISH MEDICAL CENTER
 FY 2017/2018 BUDGET

	ANNUALIZED 9/30/2017	BUDGET 9/30/2018
STATISTICAL DATA		
Patient Days	30,484	29,074
Adjusted Patient Days	83,915	85,115
Admissions	6,371	6,531
Adjusted Admissions	17,538	19,120
Average Length of Stay (Days)	4.78	4.45
Average Daily Census	83.5	79.7
Emergency Department Visits	42,128	42,403
Outpatient Referrals	67,848	81,418
Deliveries	645	661
Operations	5,894	6,057
STAFFING		
Full Time Equivalents	935	906
OPERATIONS OVERVIEW		
Gross Patient Revenue	619,837,259	629,901,765
Deductions from Revenue (1)	488,431,760	495,700,634
AHCA and Public Assistance	1,598,715	1,695,148
Operating Expense (includes AHCA & Public Assistance)	129,886,099	131,633,428
Per Adjusted Patient Day:		
Revenue	7,386	7,401
Deductions	5,821	5,824
AHCA and Public Assistance	19	20
Operating Expense (includes AHCA and Public Assistance)	1,548	1,547
Per Adjusted Admissions:		
Revenue	35,343	32,945
Deductions	27,850	25,926
Public Assistance Assessment	91	89
Operating Expense	7,406	6,885
(1) Explanation of Deductions from Revenue:		
Medicare	291,494,829	295,832,875
Medicaid	63,430,373	64,374,348
HMO/PPO and Other	101,328,842	102,836,824
Community Care	10,916,428	12,115,937
Bad Debts	21,261,288	20,540,650
Total Deductions from Revenue	488,431,760	495,700,634

AD VALOREM TAXES
PUBLIC HEARING DATES

1ST PUBLIC HEARING DATE

Regulations:

Must be conducted not before 65 days after 6/30/17 and within 80 days after 6/30/17.

Tentative date set for September 11, 2017 (Monday) at 5:01 p.m. in Conference Room 2345. The regular meetings of the Board of Directors and the Committees of the Board of Directors are also set for September 11th (Monday).

2ND PUBLIC HEARING DATE

Regulations:

Must be conducted not before two days after newspaper add and not more than five days after newspaper add.

Tentative date set for September 25, 2017 (Monday) at 5:01 p.m. in the Executive Conference Room, Administration, 2nd Floor.

Note: The newspaper ad for the 2nd public hearing is to be published within 15 days of the 1st public hearing. The tentative date for this publishing is set for September 21, 2017 (Thursday).

ATTACHMENT: Confirmation from Brevard County Board of County Commissioners re: Public Hearings on County and School Budgets dated June 22, 2017.

September 6, 2017

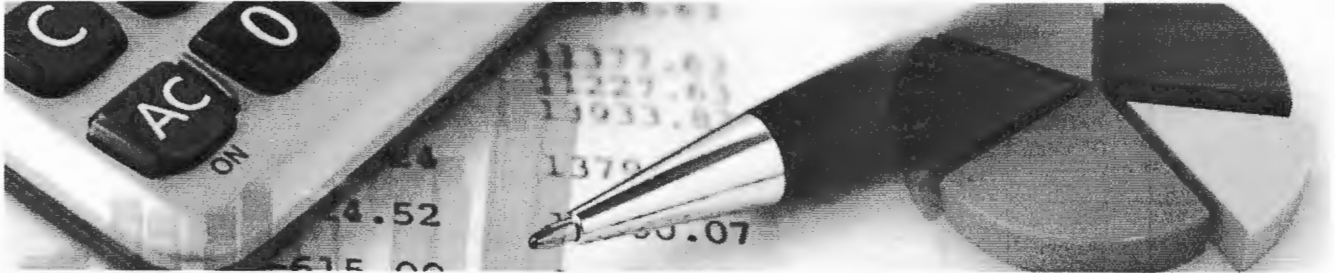


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- Reports
- Ten Yr Expenditure Analysis
- Useful Links

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Budget Office



In the spotlight at Brevard County Budget Office

Re: Public Hearings on County and School Budgets

In accordance with the requirements of Florida Statutes, Chapter 200.065, notice is given concerning the dates of the scheduled public hearings on the ad valorem tax rates and budgets of the Brevard County School Board and the Brevard County Board of County Commissioners for the fiscal year beginning October 1, 2017.

The Brevard County School Board will hold public hearings on its ad valorem tax rates and budget for the fiscal year beginning July 1, 2017 on:

- Thursday – July 27, 2017 at 5:30 P.M. and
- Thursday - September 7, 2017 at 5:30 P.M.

The Brevard County Board of County Commissioners will hold public hearings on its ad valorem tax rates and budget for the fiscal year beginning October 1, 2017 on:

- Tuesday - September 12, 2017 at 5:30 P.M. and
- Tuesday - September 26, 2017 at 5:30 P.M.

If there are any questions concerning these meetings, please call the Brevard County Budget Office at 633-2153.

About the Budget Office

The Brevard County Budget Office is responsible for the development of the annual Operating and five year Capital Improvement Program budgets. Through coordination with departments and County Administration, we strive to present a budget that adheres to the vision and guidance of the Brevard County Board of County Commissioners while maximizing limited resources. Our goal on this website is to provide transparent and comprehensive budget information that is easily accessible by our stakeholders; residents, visitors, staff and County Management.

On our website, users can access proposed (July through September), current year (effective October 1st each year) and prior year budgets. Readers may also find information about the budget process, applicable state and local directives, a budget-in-brief, FAQ's and links to associated websites.

We are committed to making our website as informative and as user-friendly as possible, and welcome suggestions that will enhance its appearance and/or content.

Budget Office

2725 Judge Fran Jamieson Way
Viera, FL 32940
(321) 633-2153

Director Jill Hayes

- Email the Budget Office
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Contact Webmaster about this website's content, services, or technical issues.
Board of County Commissioners
2725 Judge Fran Jamieson Way Viera, FL 32940
Tel: (321) 633-2000 or Florida Relay 1-800-955-8771

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