

**LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES**

**Minutes
Regular Meeting**

**February 14, 2011
5:15 p.m.**

Present: Marc Vann
Lory Chancy
Bruce Naylor
Stephen Douglas

Waseem Khan, M.D.
Audre' Washington
Koby Adams

Also Present: Richard Powell
Rhonda Sherrod
Jack Berry, LSHA Staff
Karl Burkhardt, Lake City Journal
Tony Britt, Lake City Reporter

Marlin Feagle
Sheila Thomas, LSHA Staff
Sue Frazee, LSHA Staff
Jim Burns
Steve Nelson, LCMC

Public: Stewart Lilker
Barbara Lemley

CALL TO ORDER

The Regular Meeting of the Lake Shore Hospital Authority Board of Trustees was called to order at 5:18 pm by Chairman Koby Adams in the Conference Room at the Lake Shore Hospital Authority Administrative Complex.

CONSENT AGENDA

January Check Registers were presented to the Board for approval.

Motion: Mrs. Audre' Washington made a motion to approve checks 2662 - 2680 from the Operating Fund, checks 1367 - 1375 from the Patient Care Fund- Clinical Services, and check 1036-1040 from the Patient Care Fund – Hospital Services. Mr. Bruce Naylor seconded the motion. All were in favor. Motion carried.

APPROVAL OF MINUTES

Minutes were reviewed from the January 10, 2011 Regular Meeting.

Motion: Mrs. Audre' Washington made a motion to approve the minutes as written. Mr. Stephen Douglas seconded the motion. All were in favor. Motion carried.

PUBLIC COMMENTS

Mrs. Barbara Lemley introduced herself and inquired as to whether her concerns were going to be addressed by the Board, as far as temporary relief and a plan for permanent rehabilitation for the indigent. Mr. Jack Berry responded to her inquiry.

Mr. Stewart Lilker introduced himself and inquired as to the electronic distribution of records. He expressed his opposition to the Amendment to the Lease Agreement. In closing, he expressed his opinion on the Procurement Policy not being made available to the public as well as the

amount of money spent on the ad in the Chamber's *Guide*. Chairman Adams and Mr. Jack Berry responded to his concerns. Mr. Stephen Douglas corrected Mr. Lilker in that he had not requested electronic records.

HOSPITAL REPORT

Mrs. Rhonda Sherrod informed Board Members that July 1, 2011 Shands will assume the UF Primary Care West and it will become *Lake Shore Primary Care West*, with Dr. Nikolaos Karamitsos joining the practice and Shand's medical staff. She reported on renovations that will be taking place and hopes to give more detail at the next meeting. She also reported that all was going well with the new orthopedic surgeon, Dr. Cohen. Mr. Jack Berry interjected that agreements should be in place by the next meeting with Dr. Cohen, Dr. Polmerski, and Dr. Chisholm for Primary Care referrals and for in hospital care at the same rate as is being paid for primary care now.

Mrs. Sherrod stated that Health Management Associates had invested 3.4 million dollars in the seven months they have been there as well as created fifteen to twenty new positions.

APPROVAL OF INVOICES

Women's Center of Florida

An invoice in the amount of \$4,100.00 was presented for payment representing December 2010 through January 2011 patient visits.

Motion: Dr. Waseem Khan made a motion to approve payment to Women's Center of Florida. Mrs. Lory Chancy seconded the motion. All were in favor.
Motion carried.

UF Primary Care(s)

An invoice in the amount of \$14,400.00 for UF Primary Care West and Southwest for the month of December 2010 was presented for payment.

Motion: Mr. Marc Vann made a motion to approve payment to Florida Clinical Practice Association. Mrs. Audre' Washington seconded the motion. All were in favor.
Motion carried.

Family Health Center

An invoice in the amount of \$13,000.00 was presented for payment representing January 2011 patient visits.

Motion: Mr. Marc Vann made a motion to approve payment to the Family Health Center. Mr. Stephen Douglas seconded the motion. There were questions concerning the audit and the actual invoice which will have changes made to it. All were in favor. Motion carried.

Shands Assistance Program

Invoices for July through December 2010 were presented for payment. Mr. Berry explained that the invoice in the amount of \$168,305.91 for July through September had already been approved. The total amount requested for approval was \$775,601.23. There was some confusion as to what was available for spending. Mr. Richard Powell offered an explanation as to how the State Medicaid agreement was handled but was not prepared to offer further advice at this time.

Motion: Mr. Bruce Naylor made a motion to approve October and November 2010 (**\$267,851.25**) from the 2nd invoice and October, November, and December 2010 (**\$273,071.53**) from the 3rd invoice and for Richard Powell to validate the invoice for \$168,305.91 and the other amounts listed and if in order, approve. Mr. Marc Vann seconded the motion. All were in favor. Motion carried.

3rd & 4th Quarter Invoice – State Medicaid Payment

Mr. Jack Berry reported that Shands was requesting 3rd and 4th quarter payments be sent in to the State; 3rd quarter due in the amount of \$513,398.00 and 4th quarter, the same amount. A brief explanation by Mr. Richard Powell was given for the benefit of Mr. Stephen Douglas.

Motion: Mrs. Lory Chancy made a motion to pay both quarters. Mrs. Audre' Washington seconded the motion. All were in favor. Motion carried.

UNFINISHED BUSINESS

Approval of the Authority Manager Evaluation Form

Mr. Marlin Feagle reported that the forms were enclosed in the Board's binders for their review and approval, to be completed and returned to his office by February 25, 2011.

Motion: Mr. Bruce Naylor made a motion to accept the form as presented. Mrs. Lory Chancy seconded the motion. All were in favor. Motion carried.

Mr. Berry informed the Board that there were three pages of projects worked on since April 15, 2010 that was also included in their binder. Mr. Feagle reminded the Board of the timeline for the procedure.

Lease Amendment

Mr. Marlin Feagle discussed the proposed *First Amendment to the Second Amended and Restated Lease Agreement* in regards to the HMA lease dated July 1, 2010. He stated that the lease was centered around two things: 1) a legal description and 2) the Medicaid reimbursement rate.

Motion: Mr. Marc Vann made a motion to approve the amendment. Mrs. Lory Chancy seconded the motion. All were in favor. Motion carried.

The amendment would become effective October 1, 2010 at the rate of Medicaid reimbursement rate of 26.08 %, changing January 1, 2011.

Motion: Mr. Marc Vann made a motion to approve the formula effective October 1, 2010. Mrs. Lory Chancy seconded the motion. All were in favor. Motion carried.

NEW BUSINESS

Approval of Amended Procurement Policy

Mr. Jack Berry presented an amended Procurement Policy and explained that it was an updated version and that it included the new purchase order system. All changes were in red with the only dollar change being an increase from \$500.00 to \$1,000.00 in purchase amount for the Authority Manager. There were questions and slight corrections.

Motion: Mrs. Lory Chancy made a motion to accept the new policy with changes as noted. Mr. Bruce Naylor seconded the motion. All were in favor. Motion carried.

STAFF REPORT

Mr. Jack Berry, Authority Manager, informed Board Members of different events that had taken place in the office as well as presentations and a Health Fair outside the office. He reported that \$1,393.80 had been collected as a result of a specific fraud case. He discussed banking needs and how he had handled the CD's that had matured. He reported that a banking services RFP would be sent out, if agreeable, to come back in March for Board approval. He also discussed working on the LSHA Bylaws, to update and bring back for Board approval. He informed the Board that the Financial Assistance requirements are being updated. Requests for information are being sent out to other Taxing Authority's at this time. Mr. Stephen Douglas will assist in this area. He reported that Phase One of the Assessment Study was in. He explained the purpose of the Assessment and encouraged all to attend the WellFlorida Council meeting held on March 9th at 2:00 pm at the LSHA Administrative Complex. He reported that the Council was looking for a representative from the Lake Shore Hospital Authority.

Motion: Mr. Stephen Douglas made a motion and recommended that the Authority Manager serve on the Council. Mrs. Audre' Washington seconded the motion. All were in favor. Motion carried.

Mrs. Lory Chancy commended the staff for work done with the Prescription Assistance Program. Mr. Stephen Douglas questioned the Indigent Burial invoice and how that worked. Mrs. Audre' Washington commented how she would like to see shadowing done among the staff.

ANNOUNCEMENTS AND ADJOURNMENT

- Workshop: Monday, March 28, 2011 at 5:15 pm.
- Next Regular Meeting: Monday, April 11, 2011 at 5:15 pm.

There being no further business, the meeting adjourned at 6:36 p.m.

Respectfully submitted,

Bruce Naylor, Secretary/Treasurer

Date of Approval