

**LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES**

**Minutes
Regular Meeting**

**March 8, 2010
5:15 p.m.**

Present: Marc Vann
Lory Chancy
Bruce Naylor

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

Also Present: Richard Powell
Marlin Feagle
Steve Nelson, LCMC
Karl Burkhardt, Lake City Journal
Tony Britt, Lake City Reporter
Sue Frazee, LSHA Staff

Rhonda Sherrod
Ed Lenhart
Steve Fette, Shands HealthCare
Josie Stith, Shands @ Lake Shore
Cynthia Watson, LSHA Staff

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 5:16pm by Chairman Marc Vann in the Meeting Room at the Administrative Complex.

NEW BUSINESS

Second Amendment to Letter of Credit

Richard Powell, CPA, reviewed the bond issue and the purpose of the Letter of Credit for those present. He informed the Board that the Letter of Credit was expiring, that Shands was requesting an extension for one more year, and that Board approval was necessary.

Motion: Bruce Naylor made a motion to approve the extension. Audre' Washington seconded the motion. All were in favor. Motion carried.

CONSENT AGENDA

February Check Registers were presented to the Board for approval. Richard Powell explained the bonds fund transfer from US Bank, the trustee of the funds, to the Leasehold Fund.

Motion: Koby Adams made a motion to approve check numbers 2404 - 2434 from the Leasehold Fund and check numbers 1286 - 1287 from the Patient Care Fund. Dr. Waseem Khan seconded the motion. All were in favor. Motion carried.

APPROVAL OF MINUTES

Minutes were reviewed from the February 8, 2010 Regular Meeting and the February 17, 2010 Special Meeting.

Motion: Audre' Washington made a motion to approve the minutes. Bruce Naylor seconded the motion. All were in favor. Motion carried.

PUBLIC COMMENTS.

Mr. Stewart Lilker introduced himself and inquired as to whether the Board would ever address his repeated question concerning the benefit to taxpayers in regards to the hospital. Chairman Marc Vann and Dr. Waseem Khan responded to his question. He addressed the issue of a previous Public Records Request invoice that he owed to the Authority and asked for it to be reviewed again. He also asked that the Board approve any negotiations between the Authority and Shands. In closing, he requested that the Authority hold public hearing(s) for the community to express their desire as to what they'd like the Authority to be.

APPROVAL OF INVOICES

Shands Assistance Program

An invoice for February 2010 Shands Assistance Program in the amount of \$239,899.19 was presented to the Board. Bruce Naylor requested a spreadsheet representing prior months for comparison.

Motion: Lory Chancy made a motion to accept the February invoice. Bruce Naylor seconded the motion. All were in favor. Motion carried.

UF Primary Care Southwest and West

Sue Frazee reported on activity at both locations for December 2009 and January & February 2010. Bruce Naylor requested a spreadsheet representing their numbers.

NEW BUSINESS (continued)

FRS Retirement Issue

Marlin Feagle informed the Board that back penalties in the amount of \$12,461.60 were being imposed on the years of past service purchased for employee, Sue Frazee. A waiver of fees had been requested in 2008; however, after inquiring recently, Marlin Feagle was told that waivers were only allowed in extreme circumstances.

Motion: Bruce Naylor made a motion to pay the Florida State Retirement System penalties assessed the Authority. Koby Adams seconded the motion. All were in favor. Motion carried.

Request for Easement

Chairman reported that due to electrical issues at Dr. Randolph's building, FPL was requesting an easement to set three poles on an empty block of land owned by the Authority. Marlin Feagle offered his opinion on the matter as to the wording and the exact placement of the poles.

Motion: Dr. Waseem Khan made a motion to approve the request for the easement subject to the correct description. Audrey Washington seconded the motion. All were in favor. Motion carried.

Recap of CD RFP's

A tabulation of the RFP's received was available for Board review. Of the six *Request for Proposals* sent out, two institutions returned proposals with rates for the \$880,000.00 investment.

Motion: Lory Chancy made a motion to approve Columbia Bank for twelve months at a rate of 2%. Koby Adams seconded the motion. All were in favor except Bruce Naylor, who abstained from voting due to conflict. Motion carried.

UNFINISHED BUSINESS

Property Activities

Chairman Marc Vann reported that after several calls from local physicians concerning properties owned by the Authority, he has invited himself to speak to them to assure them that **all** physicians are encouraged to take advantage of the availability of assistance to start up their practices in the downtown area.

Architect/Engineering Proposals

Chairman reported that twelve firms had responded to the RFP and after the Review Committee, consisting of Marlin Feagle, Richard Powell and the Chairman had met on two different occasions, they were recommending three firms to the Board; 1) Nicholas Paul Geisler, Architect, working with Freeman Design Group, 2) Kasper Architecture, and 3) Baker Barrios Architects. There were questions from several Board Members concerning using a local firm.

Motion: Audre' Washington made the motion to go with the three firms chosen by the Review Committee. Lory Chancy seconded the motion. All were in favor.
Motion carried.

Audre' Washington expressed an interest in being a part of the Negotiations Committee and will report back to the Chairman if available to do so. If not available, the Chairman will take part.

Report on Downtown Development Committee

Chairman reported that a letter was necessary from the Authority requesting Bruce Naylor be added to the Committee and Marc Vann come off of the Committee.

Hospital Update

Capital Projects:

Ed Lenhart reported that the 2nd Floor Cooling & Heating Piping was going slowly but scheduled to be completed in a couple of weeks.

Authority Manager Position

Chairman Marc reported that credit checks, background checks, educational background verification, and drug testing had been completed on all five candidates and there were no red flags on any of them. Chairman requested from the Board what their pleasure was as to the next step and the process from then on. Dr. Waseem Khan felt that the position should be in place to spearhead the Architect/Engineering effort. Koby Adams questioned whether the position was to be full-time or part-time, and felt that that it should be narrowed down to three candidates. There was discussion concerning what would be part of the contract.

Motion: Koby Adams made a motion stating points of the employment contract for negotiating purposes will be: 1) to be valid for twelve months, 2) on a part-time basis (**3 days**), 3) a salaried position ranging from \$39,000 to \$48,000, and 4) a thirty-day termination clause by either party, without cause.
Bruce Naylor seconded the motion. All were in favor. Motion carried.

Chairman Marc reminded Board Members that he had asked them what the most important areas of expertise were for the position. Each Board Member, as well as Marlin Feagle and Richard Powell, expressed their opinion.

At this point, Board Members ranked the top five candidates with a point system and then the top three were chosen according to the lowest number of points. Ranking took place as follows:

1. **Berry, Jack** 9 points
2. **Swink, Mark** 11 points
3. **Kraus, David** 14 points
4. Williams, Donny 20 points
5. Wineberg, Robert 21 points

Motion: Koby Adams made a motion to approve the ranking. Dr. Waseem Khan seconded the motion. All were in favor. Motion carried.

Sue Frazee will notify all five candidates of the ranking and thank them for their interest and time. Chairman recommended Bruce Naylor for negotiating the contract.

Motion: Koby Adams made the motion to approve Bruce Naylor to be on the Negotiation Committee, along with Marlin Feagle and Richard Powell. Lory Chancy seconded the motion. All were in favor. Motion carried.

It was decided that the contract could be approved at the next Regular Meeting rather than hold a Special Meeting in the meantime.

ANNOUNCEMENTS AND ADJOURNMENT

- Next Regular Meeting: Monday, April 12, 2010 at 5:15 pm.

There being no further business, the meeting adjourned at 6:50 p.m.

Respectfully submitted,

Secretary/Treasurer

Date of Approval