

**LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES**

**Minutes
Regular Meeting
September 11, 2013
Following Budget Hearing**

CALL TO ORDER

The Regular Meeting of the Lake Shore Hospital Authority Board of Trustees was called to order by Chairman Waseem Khan at 6:08 PM immediately following the Budget Hearing.

CONSENT AGENDA

August Check Registers were presented to the Board for approval.

Motion: Mr. Stephen Douglas made a motion to approve checks 1581 – 1603 from the Operating Fund NOW account, checks 1687– 1705 from the Patient Care Fund - Clinical Services NOW account, checks 1081 - 1082 from the Patient Care Fund - Hospital Services Money Market account, checks 1176 – 1185 from the Patient Care Fund – Hospital Services NOW account, and check #1050 from the Capital Improvement Fund NOW account. Mrs. Lory Chancy seconded the motion. All were in favor.
Motion carried.

APPROVAL OF MINUTES

Minutes from the Regular Meeting held on August 12, 2013 were reviewed.

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

APPROVAL OF INVOICES

Women's Center of Florida

An invoice in the amount of \$7,900.00 was submitted for July – August 2013 patient visits.

Motion: Mrs. Lory Chancy made a motion to approve the invoice.
Mr. Stephen Douglas seconded the motion. All were in favor.
Motion carried.

Family Health Center

An invoice in the amount of \$4,300.00 was submitted for August 2013 patient visits.

Motion: Mrs. Lory Chancy made a motion to approve the invoice.
Mr. Stephen Douglas seconded the motion. All were in favor.
Motion carried.

Shands Assistance Program

After review of July 2013 patient charts, an invoice from Shands Lake Shore Assistance Program was presented in the amount of \$105,146.30.

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

Comprehensive Women's Health

An invoice in the amount of \$250.00 was submitted for July - August 2013 patient visits.

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

Lake Shore Primary Care West

Invoices were submitted in the amount of \$1,000.00 for July 2013 and \$1,250.00 for August 2013 patient visits.

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

Jean – Felert Cadet, MD, LLC

An invoice in the amount of \$2,700.00 was presented for July - August 2013 patient visits.

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

Mohammed Choudhury, MD, PA

An invoice in the amount of \$200.00 was presented for July – August 2013 patient visits.

Motion: Mrs. Lory Chancy made a motion to approve payment.
Mr. Stephen Douglas seconded the motion. All were in favor.
Motion carried.

Mohammad A Faisal, MD, PA

An invoice in the amount of \$200.00 was presented for July – August 2013 patient visits.

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

Mrs. Chancy expressed the fact that she was impressed the number of charts audited.

NEW BUSINESS

Approval of Meeting Rules and Procedures

Mr. Jack Berry referred to Senate Bill 50 when introducing the draft of Meeting Rules and Procedures. There were questions concerning the time limit for public comments and photos taken during the meetings.

Motion: Mrs. Lory Chancy made a motion to approve the Meeting Rules and Procedures as written. Mr. Marc Vann seconded the motion.
All were in favor. Motion carried.

UNFINISHED BUSINESS

Executive Director's Contract

Mr. Marlin Feagle reported on information regarding annual salaries and benefits that he had gathered from comparable non-profit hospitals. There was discussion on the issue. Mr. Feagle stated that the Personnel Policy and the Executive Director contract would have to be amended if the request was approved. Mrs. Chancy stated that she felt that contractual employees should be different and exempt from the policy. Mr. Tim Murphy suggested some form of a vehicle allowance for Mr. Berry. Mr. Stephen Douglas stated that he was not willing to change the policy by increasing vacation days.

Motion: Mr. Marc Vann made a motion to give a five (5) percent raise but not to do anything with the vacation days at this time. Mr. Tim Murphy seconded the motion. There was discussion on the issue. Mr. Berry suggested throwing the contract away and to treat him as an employee so a ninety (90) day notice was not necessary by either party. All were in favor except Mrs. Lory Chancy. Motion carried.

There was discussion regarding the changes necessary to the contract. Mr. Feagle stated that there could be an addendum to the contract and Mr. Berry would need to accept the addendum.

HOSPITAL UPDATE

Mrs. Rhonda Sherrod reported that the hospital had successfully completed their Triennial Joint Commission Accreditation Survey. She also reported that the renovations and repairs discussed at the previous meeting were on track and expected to be completed in the timeframe established as well as the 4th Floor Mother/Baby project. She stated that the roof repairs had been completed at the medical office buildings as well as the main hospital. In addition, she stated that the window replacement project would begin in October due to the lag in getting the windows in.

In closing, Mrs. Sherrod wanted to reconfirm the commitment that the Board had made when they previously agreed to allocate funds for renovations that were later reallocated for IGT's. She also questioned the signed Letter of Agreement with the State and whether or not the 4th quarter payment would be made. Mr. Berry responded that the Board would not be making that payment, explained that actual budget had been less than the Agreement, and an overpayment had been made for two (2) years, therefore, the final payment would not be made. Regarding the 1.3 million referred to by Mrs. Sherrod, Mr. Berry stated that if the Board was going to buy IGT's with those funds he did not have a problem with it but felt that there needed to be accountability as to what the funds were spent on. He reported that \$600,000.00 had already been spent and he had received accounting of the funds. Mrs. Stephanie Bushart, Shands CFO, offered explanation as to how the funds were spent and what the agreements specify the funds can be spent on. There was discussion regarding the agreements and using the funds as allocated. In closing, Mrs. Sherrod stated "she respectfully asked that the Authority Board honor the motion they made at the September meeting". Mr. Marlin Feagle gave his understanding of the agreements. There was further discussion.

STAFF REPORT

Mr. Jack Berry reported on the numbers of members active in the program, as well as new members and renewals. Additionally, he reported on the number of Emergency Room visits by Authority members, primary care visits and members using the pharmacies for generic prescriptions for the month of August 2013. He informed Board members that he wanted to put out a Request for Proposals for a Consultant/General Contractor with physical plan experience on an hourly basis (to be paid around \$75.00 - \$85.00 per hour) to work on some of the construction areas.

Motion: Mr. Marc Vann made a motion to approve a RFP for a consultant. Mrs. Lory Chancy seconded the motion. There was some discussion on the issue. All were in favor. Motion carried.

Mrs. Lory Chancy again brought up amending the Personnel Policy to make an exception for anyone hired under contract. Mr. Feagle explained that independent contractors were not subject to our Personnel Policy, only employees.

ANNOUNCEMENTS AND ADJOURNMENT

- Final Budget Hearing: Monday, September 23, 2013 at 5:15 p.m.
- Next Regular Meeting: Monday, October 14, 2013 at 5:15 p.m.

There being no further business, the meeting adjourned at 7:58 p.m.

Respectfully submitted,

Loretta Chancy, Secretary/Treasurer

Date of Approval