

**LAKE SHORE HOSPITAL AUTHORITY  
BOARD OF TRUSTEES**

**Minutes**

**Regular Meeting  
August 11, 2008**

**Present:** Jack Berry  
Dr. Robin Hall  
Marc Vann  
Dorothy Pattison  
Audre' Washington  
Bruce Naylor

**Also Present:** Rhonda Sherrod  
Barbara Sparks  
Richard Powell  
Steve Nelson  
Tony Britt, Lake City Reporter  
Karl Burkhardt, Lake City Journal  
Ed Lenhart  
Marlin Feagle  
Lynn Witt

**Public:** Stewart Lilker  
LJ Johnson

**CALL TO ORDER**

The Regular Meeting of the Lake Shore Hospital Authority Board of Trustees was called to order by Chairman Jack Berry at 5:20 pm in the First Floor Conference Room at Shands at Lake Shore, Inc.

**CONSENT AGENDA**

July Check Registers were presented to the Board for approval.

Motion: Bruce Naylor made a motion to approve check numbers 1937-1960 from the Leasehold Fund and check numbers 144-152 from the Patient Care Fund.  
Dorothy Pattison seconded the motion. All were in favor. Motion carried.

**APPROVAL OF MINUTES**

Minutes were reviewed from the July 14, 2008 Regular Meeting.

Motion: Dr. Robin Hall made a motion to approve the minutes with the noted correction.  
Marc Vann seconded the motion. All were in favor. Motion carried.

**PUBLIC COMMENTS**

Mr. Stewart Lilker submitted and read a list of questions to the Board. Jack Berry responded by telling him his questions would be answered in writing and returned to him within ten (10) days. Mr. LJ Johnson addressed the Board regarding his concern about the ER and a specified quarantine area. He also discussed what he called "an antiquated law" as it relates to the financial qualifications involved in qualifying for Medicaid and requested that it be investigated.

## **APPROVAL OF INVOICES**

### **Shands Assistance Program**

Jack reported that due to Rhonda Sherrod's diligent efforts, there is a surplus of Indigent Care funds and recommended raising the guidelines to 200%, which would encompass more people. Rhonda addressed the Board and brought to their attention the Florida Statutes which defines uncompensated charity care as up to 200% of Federal Poverty Guidelines and respectfully requested that the Board consider increasing the guidelines as of July.

Motion: Dr. Robin Hall made a motion to approve the increase in guidelines for the Financial Assistance Program from 125% to 200%, effective July 1, 2008. Dorothy Pattison seconded the motion. Marlin Feagle noted that the funds will not exceed the tax millage. Marc Vann verified the fact that treatment would remain the same regardless of funds. All were in favor. Motion carried.

The amount of the invoice for July indigent care was submitted at \$393,562.30.

Motion: Audre' Washington made a motion to approve the invoice as presented. Marc Vann seconded the motion. All were in favor. Motion carried.

### **Powell & Jones, CPA**

An invoice was presented in the amount of \$5,850.00, according to contract, for annual auditing.

Motion: Marc Vann made a motion to authorize payment to Richard Powell. Bruce Naylor seconded the motion. All were in favor. Motion carried.

## **NEW BUSINESS**

### **Presentation of 2006-07 Annual Audit**

Richard Powell distributed and reviewed the Annual Audit with Board Members. He summarized the various funds, noting the balances, and concluded by reporting that there were no reportable findings.

Motion: Audre' Washington made a motion to accept the Annual Financial Report for fiscal year ending September 30, 2007. The motion was seconded. All were in favor. Motion carried.

### **2008-2009 Budget Discussion**

Richard Powell distributed and reviewed the proposed budget for the upcoming year as well as procedures for the Budget Hearings. He noted that Ed Lenhart would wait for the completion of the Facility Assessment study before he updated and presented his plan for the next year. In closing, he reported that the majority of the budget was controlled by agreement and policies of the Board and the majority of the large expenditures were approved project by project.

Dr. Robin Hall questioned the budget for the Administrative Complex. Jack noted that he felt the lawn maintenance should be put out for bid with results for the next meeting. Bruce Naylor inquired as to "peer comparison" among other hospital authorities.

Motion: Dr. Robin Hall made to approve the tentative budget. Audre' Washington seconded the motion. All were in favor. Motion carried.

Richard brought to the attention of the Board that during the budget process he had noticed the Money Market account with Ad Valorem tax flow had an interest rate of 2.4% and it would be an appropriate time to revisit the banking services by putting out an RFP.

**UNFINISHED BUSINESS**

Approval of FRS Resolution and Past Service

Richard reported on the requirements for joining the Florida Retirement System and discussed the chart of figures he had previously distributed regarding the purchase of past years of service for Sue Frazee. Jack informed the Board that they were not obligated to purchase anything.

Motion: Marc Vann made a motion to pay \$24,517.32 to put Sue Frazee into the FRS and to pay for it out of the reserve. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

Marlin reminded the Board that it was necessary to adopt a resolution stating that all future employees would be brought under the FRS.

Motion: Marc Vann made a motion to adopt the Resolution and Audrey Washington seconded the motion. All were in favor. Motion carried.

Property Activities

*LSHA Administrative Complex:*

Construction Project Manager Contract

Marlin distributed and reviewed a draft copy as well as explained Jody DuPree's role in the project. He discussed bonding that could be involved with the project but informed the Board that this project did not call for any. He reviewed several specific Articles but recommended that Board Members take the time to read it over. There was discussion regarding the contract and how to expedite it.

Motion: Audrey Washington made a motion to tentatively approve the contract as is and if Board Members have any changes they should report them to Marlin by Friday at 5:00PM and a Special Meeting would be called to address the changes. Dr. Robin Hall seconded the motion. All were in favor. Motion carried.

*Sandra Smith property:*

Marlin reported that Sandra Smith had contacted him regarding her building, Parcel #12100. She has asked Marlin to bring this back before the Board for a final decision on the purchase of her property. It was decided that it was not a necessary property and the Board was not interested in purchasing. Marlin would report back to Sandra Smith.

*Keaton property:*

Jack reported that the asbestos survey had come back and there were specific areas of concern. Bids were sent out for removal and the results are as follows:

Castagna Construction	\$11,979.00
Alachua Environmental Services	\$11,933.00
J.L. DuPree Construction Services	\$10,433.00

Motion: Marc Vann made a motion to approve J.L. DuPree Construction Services for asbestos removal. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

Dr. Robin Hall requested new maps for the Board Member's binders.

Report on Downtown Development Committee

Jack reported that the meeting last month had been cancelled. He also informed the Board that after a few snags and several meetings, it was decided that the Authority would lease the land on Taylor Street with a 100 year lease for \$1.00 per year and the parking lot could be built.

Hospital Update

*Fast Track Patients:*

Rhonda Sherrod reported on the numbers seen and the charges for Fast Track patients in July. She also reminded the Board that the Primary Care practice had opened today and the other practice was on track to open October 6<sup>th</sup>.

*Capital Projects:*

Ed Lenhart reported on three projects; 1) the freight elevators which have passed inspection and are operational, 2) the rebuilding of the patient/visitor elevators and 3) the fire sprinkler /alarm system replacement on the 3<sup>rd</sup> floor.

*Facility Condition Assessment:*

Ed reported that TLC Engineering had been in the 30 day monitoring process and would hope to have a report for the next meeting. He would invite them to attend and make a presentation.

**ANNOUNCEMENTS AND ADJOURNMENT**

- Next Regular Meeting: Monday, September 15, 2008 following the Budget Hearing
- First Budget Hearing: Monday, September 15, 2008 at 5:15 pm.
- Final Budget Hearing: Monday, September 22, 2008 at 5:15 pm.

Audre' addressed a security issue at the hospital and Rhonda informed the Board that she will be meeting with the Chief of Police for assistance in that area. Ed noted that security fence had been added as well as a decorative fence. A comment was made by a member of the public.

There being no further business, the meeting adjourned at 6:55 PM.

Respectfully submitted,

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Marc Vann, Secretary/Treasurer

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Date of Approval