

**LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES**

Minutes

**Regular Meeting
February 11, 2008**

Present: Jack Berry
Dorothy Pattison
Dr. Mohammad Faisal

Bruce Naylor
Marc Vann
Dr. Robin Hall

Also Present: Marlin Feagle
Rhonda Sherrod
Dewayne Roark
Josie Stith
Lynn Witt
Abe Pallas, LCCC
Mattie Jones, LCCC

Richard Powell
Neerav Jadeja
Ed Lenhart
Barbara Sparks
Steve Nelson
Karl Burkhardt, Lake City Journal
Tony Britt, Lake City Reporter

Public: Stewart Lilker

Alex Hinely, Asst. City Manager
Jock Phelps

CALL TO ORDER

The Regular Meeting of the Lake Shore Hospital Authority Board of Trustees was called to order by Chairman Jack Berry at 5:15 PM in the First Floor Conference Room at Shands at Lake Shore, Inc.

APPROVAL OF MINUTES

After review of the minutes from the January 14, 2008 Regular Meeting, Dr. Robin Hall made a motion to approve them. Marc Vann seconded the motion. All were in favor. Motion carried.

PUBLIC COMMENTS

Mr. Jock Phelps, Developer, presented his drawings and concepts for the downtown area to the Board. He informed them that he was there to give them an "opportunity to participate" and looking for "partnership" with the City, the hospital, and the Authority.

Mr. Stewart Lilker requested that his name be added to the email list so he would receive the monthly agenda.

APPROVAL OF INVOICES

Shands Assistance Program

After review of January 2008 patient charts by Dorothy Pattison, an invoice from Shands at Lake Shore Assistance Program was presented in the amount of \$99,716.82.

Motion: Dorothy Pattison made a motion to approve the invoice and Dr. Robin Hall seconded the motion. All were in favor. Motion carried.

Zurich American Insurance Company

An invoice for renewal of the Non-Profit Directors & Officers Liability coverage was presented in the amount of \$6,314.71.

Motion: Dr. Robin Hall made a motion approving payment to Zurich. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

NEW BUSINESS

Request from Lake City Community College

Mr. Abe Pallas, Executive Director, Allied Health Academy, explained the new Patient Care Technician program, told the Board he was here to gather information, and to find out what would be involved if they were to use the “clinic” for their program. There was discussion and comments on the use of the building as well as the Fair Market Value of the building. Mr. Pallas informed them that the College could not commit past June 30th.

Motion: Dr. Faisal made a motion to offer the “clinic” building to LCCC for \$1200.00 per month through June 30, 2008. The motion was seconded. All were in favor. Motion carried.

Mr. Pallas introduced Mrs. Mattie Jones, Director of Nursing.

Request for Funding – Health Fairs

In the absence of Audre’ Washington, Sue Frazee reported that Audre’ was seeking funding for two local health fairs; 1) a Community Health Fair that took place on February 9th, and the African American Health Summit sponsored by the American Cancer Society at LCCC on February 23rd. At Jack Berry’s request, Marlin quoted the Charter in relation to whether it was within the mission of the Authority and whether it was a direct benefit to the indigent of Columbia County.

Motion: Marc Vann made a motion stating it was outside the realm of what the Authority was here to do. Bruce Naylor seconded the motion. All were in favor. Motion denied.

UNFINISHED BUSINESS

Update on Property Activities

Quotes on Asbestos Abatement:

Jack Berry reported that the surveys been performed and they were scheduled to start abatement tomorrow. Quotes were as follows:

Parcel #12017 (Leonard’s Frame Svc.)	270 SF	\$ 750.00
Parcel #12019 (Hacker Sign Shop)	200 SF	\$1,076.00

Motion: Marc Vann made a motion to approve the quotes for abatement. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

Bids on Demolition of Parcel #12019:

Jack Berry opened three sealed bids and presented the following:

Don’s Septic & Fill	\$118,000.00
Register’s Custom Services	\$ 98,500.00
C.A. Boone	\$112,000.00

Motion: Dr. Robin Hall made a motion to go with Register's Custom Services.
Bruce Naylor seconded the motion. All were in favor. Motion carried.

Report on Downtown and Neighborhood Dev. Committee

Marc Vann reported that they had a combined meeting on January 23rd and the subcommittee has made some recommendations for the Plan. He informed the Board that the committee was going to make a request to the City to close Marion Avenue and possibly to ask D.O.T. to turn over Marion to the City so there would be more leeway in the work that could be done. He also told them that right now they were in a holding pattern until they decided whether to go with the group's recommendations or to hire a professional consultant.

Hospital Update

Fast Track Patients:

Rhonda Sherrod reported on the number of visits and charges for Fast Track patients in the month of January 2008. Dr. Faisal had questions regarding the charges and how they were arrived at. Neerav Jadeja offered some explanation and there was discussion. For clarity, it was decided that the format of the billing should change and a separate invoice should be issued, as well as Rhonda doing some research of the agreement.

Capital Projects:

Ed Lenhart reviewed the progress of various projects and distributed a spreadsheet on the budget for the waterproofing of the building exterior. In addition to the \$36,500.00 originally budgeted, an additional request in the amount of \$18,890.59 was made for the expanded scope of work. ProTech Coatings was the recommended local vendor.

Motion: Dr. Robin Hall made a motion to approve the additional amount.
Dorothy Pattison seconded the motion. All were in favor.
Motion carried.

Marc Vann questioned the status of the Keaton property.

Quotes on Website Design

Sue Frazee presented three quotes and the details involved in constructing a website for the Authority. There were questions and discussion and it was decided that Rhonda would go back to the Shands IT person to ask for assistance in design and report to the Board at the next meeting.

Executive Director Position

After independently putting thoughts and ideas on paper, Dr. Robin Hall distributed and reviewed her "draft" copy of the position as well as the previously drafted Administrative Assistant job description. The job description put together by Jack Berry was enclosed in their binders for the Board's review. There were questions and discussion and it was decided that further time should be spent the issue. Following a meeting with Shands regarding their Strategic Plan, Jack would like to establish a date for a Workshop.

Approval of Procurement Policy

Jack Berry informed the Board that the Procurement Policy previously drawn up had never been approved.

Motion: Marc Vann made a motion to approve the policy. Dorothy Pattison seconded

motion. All were in favor. Motion carried.

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Goal Setting for 2008

It was suggested that this item could tie in with the meeting regarding the Executive Director position.

ANNOUNCEMENTS AND ADJOURNMENT

- Next Regular Meeting: March 10, 2008 at 5:15 PM
- Dr. Faisal will audit indigent patient charts for February.
- Estes Park Conference: Sunday, April 27 – Thursday, May 1, 2008
The Ritz Carlton, Grande Lakes, Orlando, FL

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

Respectfully submitted,

Marc Vann, Secretary/Treasurer

Date of Approval