

**LAKE SHORE HOSPITAL AUTHORITY  
BOARD OF TRUSTEES**

**Minutes**

**Regular Meeting  
January 14, 2008**

**Present:** Jack Berry  
Dorothy Pattison  
Dr. Mohammad Faisal  
Dr. Robin Hall

Bruce Naylor  
Marc Vann  
Audre'Washington

**Also**

**Present:** Marlin Feagle  
Rhonda Sherrod  
Lynn Witt  
Jeff Hudson  
Karen Landin  
Curt McDonald, J.L. DuPree Construction

Richard Powell  
Neerav Jadeja  
Dewayne Roark  
Dr. Sam Marathe

Karl Burkhardt, Lake City Journal  
Tony Britt, Lake City Reporter

**Public:** Stewart Lilker  
Roland Tardif

**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.

**PRESENTATION**

Jack Berry presented Dr. Robin Hall with a plaque for serving as the Chair to the Board of Trustees as well as being instrumental in implementing the Strategic Plan.

**APPROVAL OF MINUTES**

After review of the minutes from the December 10, 2007 Regular Meeting, Bruce Naylor made a motion to approve them. The motion was seconded. Dr. Hall questioned the agenda item entitled *Renewal of Property Insurance* and what property it was referring to. The minutes will be amended to reflect that it was renewal of the "Clinic" building property. All were in favor. Motion carried.

**PUBLIC COMMENTS**

Following instruction by the Chairman, Mr. Stewart Lilker addressed the Board and questioned his placement on the agenda. He withdrew his initial request to be placed on the agenda and was concerned that the *Meeting Rules and Procedures* were not being followed. He also questioned the request for funds from the Columbia County Health Department for the purchase of a "trailer" and whether the Authority would be reimbursed if the Mobile Dental Clinic was not successful. He said he would defer his questions regarding the Public Records Request until later in the meeting. There was no motion in regards to requesting further discussion on the topic of the Mobile Dental Clinic.

### **APPROVAL OF INVOICES**

#### **Shands Assistance Program**

After review of December 2007 patient charts by Dr. Hall, an invoice from Shands at Lake Shore Assistance Program was presented in the amount of \$147,157.44.

Motion: Dr. Hall made a motion to approve the invoice and Audre' Washington seconded the motion. All were in favor. Motion carried.

#### **Shands Pay Request #51**

In the absence of Ed Lenhart, Dewayne Roark presented the invoice in the amount of \$76,349.23 for several ongoing projects.

Motion: Marc Vann made a motion to approve the invoice from Shands. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

#### **Shands Reimbursement – Fast Track invoices**

Invoices presented in the amount of \$44,361.50 for November 2006 through July 2007 and \$16,578.00 for August 2007 through October 2007 for Fast Track patients seen in the ER at \$89.00 per visit were presented for approval.

Motion: Dorothy Pattison made a motion to approve the invoices. Audre' Washington seconded the motion. Dr. Hall questioned the invoices. Karen Landin, Director Finance, explained the prior discussions and the process for the submission of the invoices. Richard Powell, Accountant for the Authority, recalled previous arrangements and discussions regarding the reimbursement. There was discussion regarding the invoices totaling \$60,939.50. All were in favor. Motion carried.

#### **AHCA Medicaid Payment – 2<sup>nd</sup> Qtr.**

Richard Powell explained the agreement with the State and Shands and the invoice in the amount of \$713,783.00 representing the 2<sup>nd</sup> quarter payment.

Motion: Dr. Robin Hall made a motion to approve the payment and Dr. Faisal seconded the motion. All were in favor. Motion carried.

#### **Feagle & Feagle, Attorneys, P.A.**

An invoice for legal services for November and December 2007 in the amount of \$1070.00 was presented for payment.

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

### **UNFINISHED BUSINESS**

#### **Presentation - Primary Health Care Services**

Jack Berry introduced Dr. Sam Marathe, Medical Specialists, operator of indigent clinics in St. Johns and Putnam County. He distributed presentation folders and reviewed the information for the Board. He discussed his clinic structure, community presence, and his desire to provide quality care to all in his facilities as well as offering a tour to all who would be interested.

Audre' Washington questioned the hours of operation and Dr. Faisal questioned the type of clinic. Dr. Hall questioned the budget and collections and Dr. Marathe assured the Board that his financial records would be open to all. She also noted that the Board would surely have to put

this issue out for proposal again with new rules. Marlin Feagle recommended a new *Request for Proposal* with rankings and negotiations. At which point, Dr. Hall spoke of the Board being in agreement and committed on the issue of operating a clinic in the “clinic building”. There was discussion on putting out another RFP and whether or not there was a need for another clinic.

Motion: Dr. Hall made a motion to actively pursue using the Authority facility as a clinic to provide care for the indigent. Dr. Faisal seconded the motion. There was further discussion on the need for a clinic and the lack of Primary Care physicians in Columbia County. A roll call vote was taken; Dr. Hall and Bruce Naylor were in favor of the clinic and Audre’ Washington, Marc Vann, Dorothy Pattison, and Dr. Faisal were opposed to the clinic. The motion was not approved.

Jack Berry thanked Dr. Sam Marathe for his presentation.

#### Approval of Public Records Request Policy

Jack Berry announced that according to Florida Statute a Custodian of Public Records must be appointed. He recommended Sue Frazee.

Motion: Bruce Naylor made the motion to appoint Sue Frazee as Custodian. Dr. Hall seconded the motion. All were in favor. Motion carried.

Marlin Feagle gave a brief summary of the Policy and it was noted that it complies with Florida Statutes and does not refute what the statute already provides.

Motion: Marc Vann made a motion adopting the Policy. Audre’ Washington seconded the motion. All were in favor. Motion carried.

#### Update on Property Activities

Jack Berry reported that request for bids had been sent out for demolition of the Leonard’s Frame Service building and responses were as follows:

C.A. Boone Construction, Inc.	\$70,000.00
Register’s Custom Services	\$65,750.00

Motion: Marc Vann made a motion to approve the low bid. Bruce Naylor seconded the motion. All were in favor. Motion carried.

Jack reported on the estimates for the asbestos survey using Alachua Environmental Services. Estimates are as follows:

Leonard’s Frame Service property	\$1,450.00
Hacker Sign property	\$1,650.00

Motion: Audre’ Washington made a motion to assign these surveys. Dr. Hall seconded the motion. All were in favor. Motion carried.

Jack reported that they were waiting on Mr. Keaton to respond regarding the sale of his property. He also asked Marlin to send a *10 Day Notice* to the owner of the house on Parcel #12069 requiring him to clean up the lot.

#### Report on Downtown and Neighborhood Dev. Committee

Marc Vann reported that the next meeting was on January 23<sup>rd</sup>.

### Hospital Update

#### *Fast Track Patients:*

Rhonda Sherrod reported on the number of visits and charges for Fast Track patients in the month of December 2007.

#### *Capital Projects:*

Dewayne Roark brought before the Board a Request for Funding in the amount of \$34,433.00 for electrical and mechanical design and engineering work for Visitor Elevators 1 & 2.

Motion: Dorothy Pattison made a motion to approve the funding. Audre' Washington seconded the motion. All were in favor. Motion carried.

A second request for funding in the amount of \$297,162.00 for rebuilding of the Freight Elevator by the low bidder, Perry Construction.

Motion: Marc Vann made a motion to approve the funding. Bruce Naylor seconded the motion. All were in favor. Motion carried.

### NEW BUSINESS

#### Consideration of RFP's for CD Investments

Richard Powell reviewed the information and made recommendations to invest the \$2,250,000.00 in (6) 500,000 increments for twelve month Certificate of Deposits, and the remaining \$750,000.00 Leasehold funds in 500,000.00 for a six month CD and \$250,000.00 (or remaining balance) for a twelve months CD with the highest bidders.

Motion: Dr. Hall made a motion to invest \$2,250,000.00 Capital Project Funds with Columbia Bank for one year CD's and \$250,000.00 Leasehold Fund for one year CD. Audre' Washington seconded the motion. **Bruce Naylor and Jack Berry abstained. Other Board Members were in favor. Motion carried.**

Motion: Dr. Hall made a motion to invest \$500,000.00 Leasehold Fund with Mercantile Bank for a six month CD. Marc Vann seconded the motion. **Bruce Naylor and Jack Berry abstained. Other Board Members were in favor. Motion carried.**

#### Lake City Reporter – “Old Florida Memories”

Jack referred to a letter from Michael Leonard with the Lake City Reporter in reference to purchasing “Old Florida Memories” for Shands at Lake Shore. Marlin commented as to whether this would be for the benefit of the indigent of Columbia County.

Motion: Audre' Washington made a motion not to purchase the book. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

#### Facilities Assessment

At the recommendation of Ed Lenhart, Jack presented a list of engineering firms that would give a “true evaluation” of the state of the building. Rhonda Sherrod addressed the issue. Dr. Hall commented and encouraged a meeting with Mr. Brad Pollack.

Goal Setting for 2008

Jack asked for the Board Member's thoughts on what they would like to accomplish in 2008. It will be addressed at the next meeting.

Approval of Contracts – Legal/Accounting

Jack referred to a Public Records Request, at which time he noted that the last contracts were in 2002, and he felt that they should be updated. New proposals were presented to the Board. Jack questioned Marlin receiving a retainer and he reported that it had been deleted from the contract. He also noted a few wording changes.

Motion: Dr. Hall made a motion to approve the contract between Feagle & Feagle, Attorney, P.A. and Lake Shore Hospital Authority "as is" at an hourly rate of \$125.00 per hour. Bruce Naylor seconded the motion. All were in favor. Motion carried.

Richard & Powell reviewed his agreement and suggested a fee of \$5,850.00, a CPI increase from the prior year, and an increase in the hourly rate to \$100.00 per hour.

Motion: Dr. Faisal made a motion to accept the contract with Powell & Jones, C.P.A. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

Executive Director Position

Jack recommended the Board hire an Executive Director to handle the increased work load. He suggested moving Sue Frazee into a full time position as the Executive Director with a job description and hire a part time person to assist or to advertise the position. Bruce Naylor and Dr. Faisal suggested a job description. Dr. Hall recommended incorporating the property management into the job description. It was decided that Dr. Hall and Jack Berry will work independently on the project.

**ANNOUNCEMENTS AND ADJOURNMENT**

- Next Regular Meeting: February 11, 2008 at 5:15 PM
- Dorothy Pattison will audit indigent patient charts for January.

There being no further business, the meeting adjourned at 7:15 PM.

Respectfully submitted,

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Marc Vann, Secretary/Treasurer

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Date of Approval