

**LAKE SHORE HOSPITAL AUTHORITY  
BOARD OF TRUSTEES**

**Minutes**

**Regular Meeting  
July 14, 2008**

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

**Also Present:** Rhonda Sherrod  
Barbara Sparks  
Richard Powell  
Steve Nelson  
Tony Britt, Lake City Reporter  
Karl Burkhardt, Lake City Journal  
Sherri Swilley, UF, College of Medicine  
Dr. Malik Naqi, UF, College of Medicine  
Ed Lenhart  
Marlin Feagle  
Lynn Witt  
Jackie Kite

**Public:** Stewart Lilker

**TOUR OF ADMINISTRATIVE COMPLEX**

Board Members, staff, and other interested citizens toured the facility.

**CALL TO ORDER**

The Regular Meeting of the Lake Shore Hospital Authority Board of Trustees was called to order by Chairman Jack Berry at 5:18 pm in the First Floor Conference Room at Shands at Lake Shore, Inc.

**CONSENT AGENDA**

June Check Registers were presented to the Board for approval. An invoice from Office Depot for a paper shredder and an invoice from Steve Hankins Consulting for a laptop computer were presented for approval as well.

Motion: Dorothy Pattison made a motion to approve check numbers 1917-1935 from the Leasehold Fund and check number 142-143 from the Patient Care Fund.  
Marc Vann seconded the motion. All were in favor. Motion carried.

**APPROVAL OF MINUTES**

Minutes were reviewed from the June 9, 2008 Regular Meeting.

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

**PUBLIC COMMENTS**

There were none.

### **CHECK PRESENTATION**

Jack Berry introduced Dr. Malik Naqi and Sherri Swilley, University of Florida, College of Medicine, and presented them with the first payment in the amount of \$300,000.00 for start up costs associated with the first Family Practice which will be called *Lake City Primary Care Southwest*.

### **APPROVAL OF INVOICES**

#### **Shands Assistance Program**

After review of June 2008 patient charts by Sue Frazee, an invoice from Shands at Lake Shore Assistance Program was presented in the amount of \$199,409.86

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

#### **Shands Pay Request #53**

Pay Request #53, billing for various projects in the amount of \$125,521.08, was presented for approval.

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

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

An invoice for second quarter legal services in the amount of \$3,264.51 was presented for payment.

Motion: Audre' Washington made a motion to authorize payment to Marlin Feagle. Dr. Robin Hall seconded the motion. All were in favor. Motion carried.

### **NEW BUSINESS**

#### **Approval of CD Renewal Rates**

Richard Powell distributed and reviewed a schedule of rates for renewal of the \$500,000.00 Leasehold Fund Certificate of Deposit now located at Mercantile Bank.

Motion: Dr. Robin Hall made a motion approving Columbia Bank at 3.70% APY for twelve month period. Marc Vann seconded the motion. Jack Berry abstained from voting. All the rest were in favor. Motion carried.

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

Richard Powell distributed and reviewed a handout entitled *Proposed Millage Rate*. He discussed the maximum millage rate (2.016 - 2.218) that could be levied and notified Board Members of the dates that were available for the first and final Budget Hearings.

Motion: Dr. Robin Hall made a motion proposing the maximum millage rate to be set at 2.016 mills. Audre' Washington seconded the motion. All were in favor. Motion carried.

Motion: Marc Vann made a motion to schedule the Regular Meeting for September 15<sup>th</sup> following the Budget Hearing at 5:15 pm. The motion was seconded. All were in favor. Motion carried.

It was decided that both Budget Hearings would take place at 5:15 pm. Richard discussed a Budget Workshop and it was decided that budget discussions could take place as an agenda item at the August 11<sup>th</sup> Regular Meeting.

### **UNFINISHED BUSINESS**

#### **Approval of Amended Compensation Package**

Sue Frazee had submitted a memo requesting a change to the health benefit portion of her compensation package; a health insurance allowance not to exceed the annual cost of what is allowed for County employees.

Motion: Dr. Robin Hall made a motion to amend the Compensation package to read "Health insurance coverage to be paid directly to the provider and not to exceed the amount allowed by the County". Dorothy Pattison seconded the motion. All were in favor. Motion carried.

#### **Approval of FRS Resolution and Past Service**

Jack noted that Sue Frazee should have been covered under the FRS the entire length of time she had been employed by the LSHA. Richard distributed and reviewed a handout entitled *Retirement Buy Back Option*; a schedule based on Frazee's gross monthly wages earned over the past twelve years. He explained how the Past Service could be purchased and what the benefit would be based on years purchased. Marlin Feagle explained to the Board that once the LSHA joined the FRS, a resolution must be adopted and every employee would be eligible for the state retirement. Richard suggested spreading it over a couple of years and that it would be reimbursable by Shands. It was decided that it would be put on hold until the August meeting.

#### **Report on Downtown Development Committee**

Jack reported that the City had agreed to officially close the "alley" and deed the property to the LSHA in exchange for parking. It is scheduled for the next City Council meeting.

#### **Hospital Update**

##### *Fast Track Patients:*

Rhonda Sherrod reported on the numbers seen and the charges for Fast Track patients in June. She also announced that the "Hospitalist" program had been implemented on July 2<sup>nd</sup> and explained that these U of F physicians provided inpatient services only. She also informed the Board of a new physician on board, Dr. Bryan Prine, Family Medicine and Sports Medicine.

##### *Capital Projects:*

Request for Funding: EMS Radio Tower

Ed Lenhart reported after inspection by the engineering department, \$2100.00 in necessary repairs were required and funds were being requested from the LSHA.

Motion: Marc Vann made a motion to fund the necessary repairs. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

##### *Facility Condition Assessment:*

Ed reported that he had been in touch with TLC Engineering and had received information back on what equipment would be monitored. He also told Board Members that they had had a delay and were hoping to be back on track soon.

Property Activities

*LSHA Administrative Complex:*

Jack reported that the plans were ready for the exterior and the roof. He also asked Board Members for their ideas for the interior of the building. There was discussion regarding the use of the facility.

*Keaton property:*

Jack reported that bids for demolition had come in and were as follows:

C.A. Boone	\$85,000.00
Register Custom Services	\$74,900.00
Don's Septic and Fill	\$79,445.00

Motion: Dr. Robin Hall made a motion to approve the low bidder; Register Custom Services. Dorothy Pattison seconded the motion. All were in favor.  
Motion carried.

At 6:05 pm, there was a break in the meeting until 6:20 pm.

*Construction Project Manager position Interviews:*

Marlin Feagle reviewed the RFQ process and reported the results of the committee that met to short list the applicants, with the results as follows:

Joyner Construction, Inc.  
J. L. DuPree Construction Services, Inc.  
Don Reed Construction, Inc.  
Little & Williams, Inc.

Numbers were drawn from a hat to determine the order of the interviews. Marlin reviewed the interview questionnaire and the ranking process. Interviews took place with Marlin asking the Owner/Project Manager/Superintendent from each of the four companies the specified list of questions while Board Members ranked them according to their answers. Board Members were allowed to ask questions throughout the interview process. Following Joyner Construction, Inc.'s presentation, Marlin announced that Marc Vann was declaring conflict in this matter and while he will participate in discussion, he will not vote, and will fill out the appropriate form. Following each applicant's presentation, Marlin explained to them that the Board would be discussing and ranking, and they were welcome to stay or could be notified the following day by the Authority's representative. There was discussion among those present following the presentations while Sue Frazee added the scores. She reported to the Board that J.L. DuPree Construction Services, Inc. was the ranked number one (1), Joyner Construction, Inc. was ranked number two (2), Little & Williams, Inc. was ranked number three (3), and Don Reed Construction, Inc. was ranked number four (4).

**ANNOUNCEMENTS AND ADJOURNMENT**

Audre' Washington informed the Board of a request from the Bread of Life Ministry to utilize the vacant piece of property belonging to the LSHA on the corner of Taylor and Washington Street. All agreed that it could be permitted but proof of liability coverage should be furnished.

Audrey also requested specific items of good used clothing for children in need for back-to-school purposes.

- 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.
- Website is available for viewing: [www.lakeshoreha.org](http://www.lakeshoreha.org)

There being no further business, the meeting adjourned at 8:30 PM.

Respectfully submitted,

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Marc Vann, Secretary/Treasurer

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Date of Approval