

**LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES**

Minutes

**Regular Meeting
June 9, 2008**

Present: Jack Berry
Dorothy Pattison
Audre' Washington

Bruce Naylor
Dr. Robin Hall

Also Present: Rhonda Sherrod
Barbara Sparks
Marlin Feagle
Curt McDonald
Tony Britt, Lake City Reporter
Karl Burkhardt, Lake City Journal
Steve Nelson

Ed Lenhart
Josie Stith
Richard Powell
Bill Freeman
Jody DuPree
Neerav Jadeja

Public: None present

CALL TO ORDER

The Regular Meeting of the Lake Shore Hospital Authority Board of Trustees was called to order by Chairman Jack Berry at 5:17 PM in the First Floor Conference Room at Shands at Lake Shore, Inc.

CONSENT AGENDA

May Check Registers were presented to the Board for approval.

Motion: Audre' Washington made a motion to approve check numbers 1900-1916 from the Leasehold Fund and check number 138-141 from the Patient Care Fund.
Dorothy Pattison seconded the motion. All were in favor. Motion carried.

APPROVAL OF MINUTES

Minutes were reviewed from the May 12, 2008 Regular Meeting.

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

PUBLIC COMMENTS

There were none.

APPROVAL OF INVOICES

Shands Assistance Program

After review of May 2008 patient charts by Marc Vann, an invoice from Shands at Lake Shore Assistance Program was presented in the amount of \$132,611.03.

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

There was brief discussion regarding the audit of patient charts.

Motion: Bruce Naylor made a motion to delegate the monthly audit of indigent patient charts to Sue Frazee. Dr. Robin Hall seconded the motion. All were in favor.
Motion carried.

A copy of the log will be available for review.

4th Quarter State Medicaid Payment

An invoice for the 4th quarter payment in the amount of \$713,777.00 was presented for approval.

Motion: Dorothy Pattison made a motion to approve payment. Bruce Naylor seconded the motion. All were in favor. Motion carried.

UNFINISHED BUSINESS

Update on Property Activities

Hacker Property:

It was reported that the rent had been paid.

Prevatt Property:

Marlin Feagle reported that Prevatt had paid and the suit had been dismissed.

Keaton Property:

Jack reported that the Keaton property belonged to the Authority and that he will hand deliver the letter to the tenants inquiring as to their intentions.

LSHA Administrative Complex:

Jack reported that the demolition was well under way and the Board should soon be able to conduct a walk through. It was decided that the Board would tour the building at 4:45 PM preceding the next Regular Meeting. Jack informed that the Board that a budget needed to be set for this project. Richard Powell reported that a Capital Improvement Fund, originating from interest earned on the construction funds when the hospital was originally remodeled, in the amount of \$1.8 million dollars, was available due to the fact that it was not earmarked for anything else. After discussion among Jack Berry, Ed Lenhart, Jody DuPree, Curt McDonald, and Bill Freeman, it was concluded that the best approach to the job would be to hire a Construction Manager and subcontract the job. The budget would be set at \$1 million dollars with a savings of about \$200,000.00. Marlin informed the Board of two ways to hire a Construction Manager; the traditional way of using an RFP and having people apply, ranking them, and to negotiate with them; the second way being to hire an employee to be in charge of the project. Richard gave input on the subject and discussion followed. Jack recommended that the Board hire Jody DuPree as an employee of the LSHA to oversee the project. Jody offered his advice on the ways to handle the project.

After further discussion it was decided that the position should be advertised.

Motion: Dr. Robin Hall made a motion to advertise to hire an employee to act as Construction Manager, to oversee the project, who would not be "at risk."
Audre' Washington seconded the motion. Jody DuPree gave further explanation on how the position and project could be handled.
All were in favor. Motion carried.

There was discussion regarding designing a *Request for Qualifications*; what it would include and what the timeframe would be. It was decided that ads would run over a three week period with the deadline for responding to be set for July 7th. A committee consisting of staff and one Board

Member will review the applicants, rank up to the top five, and will notify and request the attendance of the ranked applicants at the July 14th Board Meeting.

Jack also informed the Board that by the next meeting three bids for the air conditioning and electrical system will be ready to present to the Board.

Report on Downtown Development Committee

In Marc Vann's absence, Jack reported that a letter had been sent to the City requesting them to close the "alley", abandon the property, and deed it to the LSHA. An answer to the request is pending.

Hospital Update

Fast Track Patients:

Rhonda Sherrod reported on the numbers seen and the charges for Fast Track patients in May.

Capital Projects:

Ed Lenhart reported on the progress of three projects: 1) rebuilding of the freight elevators, 2) 3rd floor Fire Sprinkler project, and 3) the Visitor Elevator.

Facility Condition Assessment:

Ed reported that he had met with TLC Engineering and was waiting to hear back from them regarding information needed for electrical monitoring.

ANNOUNCEMENTS AND ADJOURNMENT

Jack reported that Bill Freeman had spoken with Jeff Simmons, FPL, regarding rebates for an energy efficient roof and air conditioning system for the Administrative Complex.

Audre' Washington reported on the Estes Park Conference she attended in May.

Marlin reported that he had received the draft of the contract with University of Florida Physicians. He informed them that the \$500,000.00 start up cost payment was divided into \$300,000.00 upon the effective date of agreement and \$200,000.00 by October 1, 2008. He also informed them that clarification was necessary regarding the 5,000 patient visits in the two year timeframe. The Chairman will clarify the arrangement before the agreement is executed.

- Next Regular Meeting: Monday, July 14, 2008 at 5:15 PM.
- Website is available for viewing: www.lakeshoreha.org

There being no further business, the meeting adjourned at 6:35 PM.

Respectfully submitted,