

**LAKE SHORE HOSPITAL AUTHORITY  
BOARD OF TRUSTEES  
Minutes**

**Regular Meeting  
May 11, 2009**

**Present:** Jack Berry  
Bruce Naylor  
Marc Vann  
Dr. Robin Hall

Dorothy Pattison  
Dr. Waseem Khan  
Audre' Washington

**Also Present:** Rhonda Sherrod  
Marlin Feagle  
Jody DuPree  
Curt McDonald  
Karl Burkhardt, Lake City Journal

Richard Powell  
Steve Nelson, LCMC  
Josie Stith  
Shannon Regar  
Tony Britt, Lake City Reporter

**Public:** Stewart Lilker

**CALL TO ORDER**

The Regular Meeting held by the Lake Shore Hospital Authority Board of Trustees was called to order by Chairman Jack Berry at 5:21 pm in the First Floor Conference Room at Shands at Lake Shore, Inc.

**CONSENT AGENDA**

April Check Registers were presented to the Board for approval.

Motion: Marc Vann made a motion to approve check numbers 2118-2135 from the Leasehold Fund and check numbers 1055-1079 from the Patient Care Fund. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

**APPROVAL OF MINUTES**

Minutes were reviewed from the April 13, 2009 Regular Meeting.

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

**PUBLIC COMMENTS**

Stewart Lilker addressed the Board concerning previous Public Records Requests and why he had not received them. Chairman Jack Berry responded by reminding him of the *Public Records Request Policy* and that once his outstanding invoice was paid, he would receive his requested records. Marlin Feagle reiterated the policy, explained to him that the invoices had been redone in his favor and were still unpaid. Mr. Lilker provided a lengthy explanation and questioned the fact that the records were not sent by a facsimile machine. He also questioned the accuracy of the minutes due to the fact that he felt lack of response was not noted. He closed by requesting that the minutes be accurate and felt that what had been presented were false minutes, as well as requesting the records requested be sent to him via fax.

Mr. Steve Nelson, Lake City Medical Center, referred to the previous meeting and the meeting to be held outside of the Sunshine. He questioned whether the Board had received legal opinion on the meeting and would the outcome be discussed. Chairman Jack Berry responded by letting him know it would be discussed later in the meeting.

### **APPROVAL OF INVOICES**

#### **Shands Assistance Program**

An invoice for April 2009 Shands Assistance Program in the amount of \$335,241.12 was presented for approval. Sue Frazee reported on the auditing of patient charts and the activities of the Financial Assistance Program.

Motion: Dorothy Pattison made a motion to accept the invoice. Dr. Waseem Khan seconded the motion. All were in favor. Motion carried.

#### **UF Primary Care at Lake City Southwest & West**

Chairman Jack Berry commented on the number of patients being seen at both locations. He requested a total patient count of all patients being seen at the Primary Cares. Rhonda Sherrod said she would supply those numbers.

#### **Shands Pay Request #57**

Richard Powell reminded the Board that due to a question on this request it had not been previously approved but that had been cleared up and was now ready for approval.

Motion: Marc Vann made a motion to approve the request in the amount of \$53,803.33. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

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

An invoice was presented for accounting services in the amount of \$6,452.50.

Motion: Dr. Robin Hall made a motion to approve the invoice. Bruce Naylor seconded the motion. All were in favor. Motion carried.

### **UNFINISHED BUSINESS**

#### **Property Activities**

##### *LSHA Administrative Complex:*

There was discussion on the color of the building so Jody DuPree will apply some color for the Board to look at. He updated the Board on the progress of the project and reported that there were some changes necessary to the "break area". Curt McDonald informed Board Members that, after research, there were two ways to handle that area; one being a modified roof that could be walked on, or to put a floor covering down. He explained what had been done to repair the area and Jody recommended going with the ceramic ADA approved tile. Curt presented a Change Proposal, in the amount of \$41,000.00, that would affect the budget number. There was discussion regarding the change proposal. Marc Vann commented as to the procedure used to build this area. Jody DuPree will process budget amendments and have them ready for the next meeting.

Motion: Dr. Robin Hall made a motion to approve the Change Proposal. Bruce Naylor seconded the motion. All were in favor. Motion carried.

Bid tabulations were presented for the Parking Lot across from the Administrative Complex. Three bidders responded with J.L. DuPree Construction Services, Inc. being the low bidder

at \$165,983.03. There was discussion regarding the need for the parking lot.

Motion: Dr. Waseem Khan made a motion to approve the bid for construction of the parking lot. Dorothy Pattison seconded the motion. All were in favor.  
Motion carried.

Chairman Jack Berry presented a floor plan of the "Vanguard Building" and informed the Board that an OB/GYN physician was interested in leasing the building for five years, once renovated by the LSHA, then purchasing at the appraised value, to be used for a Women's Clinic. Jody DuPree distributed drawings that were described as the "footprint of a building"; the interior and two concepts of the exterior. He informed them that to remove the existing parking lot and redo it would not require permitting. Once knowing that the concept and parking are satisfactory, Jody will begin to work on a budget to renovate the building. Richard Powell discussed where the funds would come from for renovation. Marc Vann recommended proceeding with the quote, to be addressed at the next meeting.

Jody reported that the lighting upgrade had been completed by Florida Power & Light and the City of Lake City. Curt McDonald informed the Board that after putting the lighting fixtures out for bid, they were still considerably less with Interstate Supply, a local vendor. The total package was put out for bid to three electricians, two responded. A Bid Tabulation was distributed as Curt reported that Shands would administer the project and not charge a fee to the LSHA. The total price for the turnkey package is \$140,035.50 with a \$5,000.00 contingency included.

Motion: Dr. Robin Hall made a motion to approve the lighting project. Audre' Washington seconded the motion. Dr. Waseem Khan and Marc Vann were opposed. All others were in favor. Motion carried.

#### Report on Downtown Development Committee

Marc Vann reported that there had been a downtown walk through this month.

#### Hospital Update

##### Strategic Planning Meeting

Marlin Feagle reported that an opinion letter had been received from Nabors, Giblin, & Nickerson Law Firm. He summarized the contents of the letter that expressed an "executive session" would be allowed and detailed some of the requirements.

Motion: Marc Vann made a motion to hold the executive session. Dr. Waseem Khan seconded the motion. All were in favor. Motion carried.

Dates for the meeting were discussed and Thursday, May 28, 2009 at 5:00 pm was agreed upon.

#### NEW BUSINESS

##### Approval of RFP for Lawn Maintenance

A *Request for Proposal for Mowing Services* was distributed for the Board's review. Chairman Jack Berry informed the Board Members that they needed to contact Sue Frazee or Richard Powell if they had any changes.

##### Approval and Award of Certificate of Deposits

A recap of proposals submitted for CD rates were distributed to Board Members.

Motion: Dr. Robin Hall made a motion to approve Columbia Bank's proposal for twelve months at a rate of 2.75%. Dorothy Pattison seconded the motion. Chairman Jack Berry and Bruce Naylor abstained from voting. All others were in favor. Motion carried.

**ANNOUNCEMENTS AND ADJOURNMENT**

- Executive Meeting: Thursday, May 28<sup>th</sup> at 5:00 pm.
- Next Regular Meeting: Monday, June 8, 2009 at 5:15 pm.

Audre' Washington inquired as to a letter written to Sandra Smith declining her most recent offer of her property. She also commented on the smoking around the hospital to which Rhonda informed all present that Shands at Lake Shore was in the process of becoming a "smoke free" campus.

There being no further business, the meeting adjourned.

Respectfully submitted,

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Marc Vann, Secretary/Treasurer

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Date of Approval