

**LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES**

Minutes

**Regular Meeting
May 12, 2008**

Present: Jack Berry
Marc Vann
Dr. Mohammad Faisal

Bruce Naylor
Dr. Robin Hall
Dorothy Pattison

Also Present: Lynn Witt
Ed Lenhart
Barbara Sparks
Chip Koval
Richard Powell
Tony Britt, Lake City Reporter
Karl Burkhardt, Lake City Journal
Dr. Whit Curry

Rhonda Sherrod
Dewayne Roark
Josie Stith
Marlin Feagle
Curt McDonald
Bill Freeman
LC Reporter Photographer
Nate Sweat, Johnson Controls

Public: Stewart Lilker

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.

CONSENT AGENDA

April Check Registers were presented to the Board for approval.

Motion: Dr. Robin Hall made a motion to approve check numbers 1885-1899 from the Leasehold Fund and check number 130-137 from the Patient Care Fund.
Bruce Naylor seconded the motion. All were in favor. Motion carried.

APPROVAL OF MINUTES

After review of the minutes from the April 14, 2008 Regular Meeting, Dr Robin Hall noted that she was not in favor of the location discussed for a Medical Examiner's office and a correction to the minutes was necessary.

Motion: Marc Vann made a motion to approve the April 14, 2008 minutes with the noted correction. Dr. Robin Hall seconded the motion. All were in favor. Motion carried.

PUBLIC COMMENTS

Stewart Lilker reported on his visit to the ER and questioned when the topic of an indigent care clinic would come up again. Jack Berry informed him it would be coming up in the present meeting.

APPROVAL OF INVOICES

Shands Assistance Program

After review of April 2008 patient charts by Audre' Washington, an invoice from Shands at Lake Shore Assistance Program was presented in the amount of \$257,749.32. Barbara Sparks reported that there was a specific patient with a high balance.

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

PRESENTATION

Dr. Whit Curry, Professor and Chairman, University of Florida, College of Medicine, reported to the Board that after his discussion with Rhonda Sherrod a decision was made to open Primary Care practices in Lake City. One would open in July 2008 and another in September, if possible, with four (4) physicians, 2 in each practice.

There were discussions with Jack Berry regarding the practices seeing LSHA patients and the Authority providing start up costs in exchange for the patient care. Dr. Curry had drafted a letter to the Board requesting the funding. Jack commented on the proposal and noted that an additional 16,000 office visits would become available. He explained that the Authority would put up \$500,000.00 for 5,000 patient visits over the course of the next few years, until the funds were depleted. At that point there would be negotiations with University of Florida to continue the program, if successful. There were several questions from those present. Dr. Curry described the practices as "teaching practices" and explained that they would utilize medical students along with the physicians. There were comments on the auditing procedures. Richard Powell explained this proposal to be similar to the concept of the State Medicaid payments made by the Authority; a "prepaid expense", with benefits to the Authority.

Motion: Dr. Robin Hall made a motion to provide \$500,000.00 for working capital to the University of Florida to support two (2) practices in Columbia County sponsored by University of Florida College of Medicine, while in turn the U of F will provide care at \$100.00 per visit to certified patients until the \$500,000.00 investment is repaid. Dorothy Pattison seconded the motion. There was discussion regarding the arrangement. All were in favor except Dr. Faisal, who abstained from voting. Motion carried.

UNFINISHED BUSINESS

Update on Property Activities

Hacker Property:

Marlin Feagle reported that a suit had been filed on outstanding rent and a final hearing was set for August 19, 2008, if the rent has not been paid.

Prevatt Property:

Papers had been served on May 7th and if there is no answer by May 27th, a date for final hearing would be set.

Lake City Sign Company: (Roger Hacker)

Jack reported that in 2006, \$3,200.00 was paid for a sign that was never used, and the sign had been sold. After a meeting with Mr. Hacker, and a lack of agreement between parties, Jack inquired as to how the Board wanted to handle this. There was discussion on the matter.

Motion: Marc Vann made a motion for Marlin to pursue the matter. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

Keaton Property:

Marlin Feagle reported at the closing, Mr. Keaton realized he was responsible for his portion of the property taxes in the amount of \$848.00, and was not willing to close the deal. The documents have been signed but are awaiting Board approval to go further.

Motion: Dr. Robin Hall made a motion to pay the sellers portion of property tax in the amount of \$848.00. Bruce Naylor seconded the motion. All were in favor. Motion carried.

LSHA Administrative Complex:

Jack reported that the asbestos removal would begin tomorrow. He also informed them that the engineering for the roof system and building exterior could be done ahead of time or an RFP for all the engineering could be put together for approval at the next meeting. The cost of the exterior will cost approximately \$5,000.00 and 30-45 days could be cut from the project.

Motion: Dr. Robin Hall made a motion to go ahead with the project. Bruce Naylor seconded the motion. All were in favor. Motion carried.

Report on Downtown and Neighborhood Dev. Committee

Marc Vann reported that the City is going to offer to close a couple streets and give a piece of property to the County for expansion, as well as the possibility of using a particular block for parking needs. He said it was discussed that at some point the City would approach the hospital to participate in the "parking garage concept". Jack commented on the "Brownfield area" and that a good portion of the downtown area out toward I-10 would be declared as such. Grants for redevelopment would become available at that time.

Hospital Update

Fast Track Patients:

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

Capital Projects:

Ed Lenhart reported on the progress of various projects such as the rebuilding of the freight elevators and the installation of fire sprinklers on the 3rd floor.

RFP's for Facility Condition Assessment:

Ed informed the Board that he, along with Jody DuPree and Marc Vann, had met with the two low bidders; TLC Engineering Inc. and Affiliated Engineers SE, Inc. The purpose of the meeting was to review the RFP with them and make sure they had a clear understanding of what was required. Ed reported that they were all of the opinion that TLC Engineering Inc. would provide what was expected for \$32,402.00 and suggested running this project through as a Shands project for the purpose of issuing purchase orders and managing the work. Jack asked for clarification of what was included and Ed read their email verifying exactly what would be provided. Marc commented on the concern of the spread in proposals and explained why.

Motion: Dr. Robin Hall made a motion to award the \$35,000.00 contract to TLC Engineering Inc. for the Shands at Lake Shore Hospital Facilities Assessment and to run the project through Shands. Dr. Faisal seconded the motion. Ed noted that \$35,000.00 was the entire job budget but the contract with TLC would be less than that. The motion stands corrected. All were in favor. Motion carried.

Approval of Job Description/Compensation Package

Jack noted that all had a copy of the Administrative Assistant job description for review and that Sue Frazee could have been under the Florida Retirement System all along but it was included in the present compensation package. Richard Powell reflected the motion from the previous meeting as well as the discussion between the Chairman and Sue. He reviewed the proposed salary and benefits and noted that they were modeled after a Columbia County employee. He discussed the FRS and reported that the current rate was 9.85%, as well as the health insurance, holidays, and leave. He also informed them of the annual increase in the budgeted amount that is allocated from the Leasehold Fund and reimbursed by Shands. Jack and Richard pointed out the option of buying "past service".

Motion: Dr. Faisal made a motion to approve the compensation package. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

Motion: Marc Vann made a motion to give Sue two (2) weeks' vacation based on the prior year and not to conflict with the new package. Bruce Naylor seconded the motion. All were in favor. Motion carried.

NEW BUSINESS

Award of Certificate of Deposits

Richard Powell gave a recap of the CD proposals and noted that the best rate and best yield were offered by Columbia Bank.

Motion: Dr. Robin Hall made a motion to move the CD's to Columbia Bank for 12 months at 3.45%. Dr. Faisal seconded the motion. Bruce Naylor and Jack Berry abstained from voting for reasons of conflict. All others were in favor. Motion carried.

ANNOUNCEMENTS AND ADJOURNMENT

- Next Regular Meeting: Monday, June 9, 2008 at 5:15 PM.
- Marc Vann will audit patient charts for May.
- Website is available for viewing: www.lakeshoreha.org

Presentation

Jack informed the Board that Dr. Faisal's term had expired and this was his last meeting while presenting him with a plaque and words of appreciation for his years of service.

There being no further business, the meeting adjourned at 6:25 P.M.

Respectfully submitted,

Marc Vann, Secretary/Treasurer

Date of Approval