

**LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES**

Minutes

**Regular Meeting
September 15, 2008
Immediately following Budget Hearing**

CALL TO ORDER

The Regular Meeting of the Lake Shore Hospital Authority Board of Trustees was called to order by Chairman Jack Berry at 5:35 pm immediately following the Budget Hearing.

PRESENTATION

Hugh Giebeig, Columbia County Health Department, updated the board on the progress of the Mobile Dental Clinic. He reported on the number of children seen in Columbia and Hamilton counties and the processes for qualifying and getting the child set up in the program, as well as the services offered. Board Members were given time to ask questions about the program.

CONSENT AGENDA

August Check Registers were presented to the Board for approval.

Motion: Marc Vann made a motion to approve check numbers 1961-1978 from the Leasehold Fund and check numbers 153-161 from the Patient Care Fund. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

PUBLIC COMMENTS

Mr. LJ Johnson addressed the Board regarding his concern with the Triage process at Shands at Lake Shore.

APPROVAL OF MINUTES

Minutes were reviewed from the August 11, 2008 Regular Meeting. Dr. Robin Hall noted that she had made a motion that had not been noted in the minutes.

Motion: Dr. Robin Hall made a motion to approve the minutes with the noted correction. Dorothy Pattison seconded the motion. All were in favor. Motion carried.

APPROVAL OF INVOICES

Shands Assistance Program

Sue Frazee reported that the number of charts had greatly increased due to raising the Federal Poverty Guidelines however, there were no unusual charges.

Motion: Dr. Robin Hall made a motion to approve the Shands Assistance Program invoice in the amount of \$189,245.07. Marc Vann seconded the motion. All were in favor. Motion carried.

Shands Pay Request #54

Pay Request #54 was presented in the amount of \$90,901.43 after review by Richard Powell, who reported that all projects had been previously approved by the Authority and that all documentation was in order.

Motion: Marc Vann made a motion to approve the Pay Request. Dorothy Pattison seconded the motion. Dr. Robin Hall asked for update on the freight elevator. All were in favor. Motion carried.

NEW BUSINESS

ACHA Letter of Agreement

Richard Powell gave a brief overview of the program referencing the amount of \$2,789,131 that would be sent to the state, for them to increase and disburse to Shands at Lake Shore.

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

Approval of CD Renewal

Richard Powell reported the Certificate of Deposit rates received on the Request for Proposal sent out on the \$420,000 in the Patient Care Fund.

Motion: Dr. Robin Hall made a motion to approve Columbia Bank's rate of 4.35% for twelve months. Marc Vann seconded the motion. Chairman Jack Berry abstained from voting. There was discussion as to whether or not there was a quorum present for voting purposes. All others were in favor. Motion carried.

UNFINISHED BUSINESS

Property Activities

LSHA Administrative Complex

Curt McDonald, J.L. DuPree Construction Services, addressed the Board and displayed drawings of the Administrative Complex floor plan. He reported that there had been meetings to discuss how the space would be used. There was discussion on the best use for the space and for community access. Curt reported that bids were out for the Roof System and the Exterior Finish and were due in September 25, 2008 at 2:00 pm. Holding a Special Meeting or changing the date of the Regular Meeting was discussed.

Motion: Dr. Robin Hall made a motion to move the Regular Meeting from October 13th to October 6th at 5:15 pm, and to sufficiently advertise the change. Marc Vann seconded the motion. All were in favor. Motion carried.

Report on Downtown Development Committee

Marc Vann reported that last month's meeting had been cancelled.

Hospital Update

Facilities Assessment Presentation

Ed Lenhart opened the presentation with a summary of what had taken place and an introduction to TLC Engineering, Mr. Dick Worth and Mr. Rafi Wartan, who had conducted the study. Dick Worth gave a brief overview of the findings of the Due Diligence Study. Rafi Wartan discussed the electrical service and reported that there were a few challenges and a maintenance budget might be necessary. Ed Lenhart informed the Board that he would work with TLC Engineering

over the next few weeks to develop a spreadsheet incorporating the *Ten (10) Year Plan* with their recommendations and to prioritize projects. Dick Worth reported that the final report should be ready in a couple weeks pending preliminary Board feedback. There were questions from the Board and discussion regarding the findings of the Due Diligence Study.

Capital Projects:

Ed Lenhart gave a brief overview of several projects that are pending; 1) the freight elevator which had a 100% final inspection but had a few pickup items that needed to be taken care of; 2) the visitor elevator design has been approved and gone to ACHA, who approved. Ed is working on the budget now to bring back to the Board; 3) the fire sprinkler /alarm system drawings are available and the project is ready to go out to bid; and 4) the Medical Air Compressor has been replaced. He reported that project was running over slightly over budget and he would be bringing the final numbers to the Board. Dr. Robin Hall pointed out that there was one million dollars allotted in the Capital Improvement Budget for Air Handlers.

Report on Primary Care at Lake City SW

Chairman Jack Berry referred Board Members to the new brochure that has been designed for the Financial Assistance Program. The brochure will be located in the new Family Practices and at the hospital.

Shannon Crowder, Office Manager, Primary Care @ Lake City SW, reported on the number of Authority patients seen since the opening on August 11th. There was some discussion on the signage for the office. It was reported that the second Family Practice location is scheduled to open on October 1st.

ANNOUNCEMENTS AND ADJOURNMENT

- “Take Pride In Your Community” Cleanup Event, September 20th, 8am-12pm
- Final Budget Hearing: Monday, September 22, 2008 at 5:15 pm.
- The next Regular Meeting has been changed to Monday, October 6, 2008 at 5:15 pm.

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

Respectfully submitted,

Marc Vann, Secretary/Treasurer

Date of Approval