

LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES
Minutes - Regular Meeting
May 9, 2022, 5:15 p.m.

This meeting was conducted as a public meeting and a CMT meeting.

Present: Brandon Beil, Chair
Stephen M. Douglas, Vice-Chair

Lory Chancy – Secretary/Treasurer
Don Kennedy, Trustee

Absent:

Also

Present: Dale Williams, Executive Director
Fred Koberlein, Attorney
Dwayne Cunningham, Director of Facilities
Garrett Morrison
Stew Lilker, Columbia Cty. Observer
Karl Plenge, NOC
Jill Adams, CEO, HCA Florida

Sonja Markham, LSHA Staff
Austin Evans
Destiny Evans
Matthew Ganskop
Barbara Lemley
Morgan McMullen
Samuel Boadi, HCA Florida

4 participants participated in the LSHA Virtual CMT Regular Board Meeting.

CALL TO ORDER

Chairman Beil called the in person/CMT Regular Meeting to order at 5:15 pm. Chairman Beil called for additions/deletions to the agenda. There were none. Chairman Beil called for a Motion to approve the Agenda. **Motion** by Mrs. Lory Chancy to approve adoption of the Agenda. **Second** by Mr. Stephen Douglas. All in favor. **Motion carried.**

INDIVIDUAL APPEARANCES

Public Comments by Mrs. Barbara Lemley, Mr. Stew Lilker and Mrs. Jill Adams. Mrs. Adams introduced Mr. Samuel (Sam) Boadi, the new Chief Operating Officer at HCA Lake City Medical Center.

CONSENT AGENDA

Chairman Beil called for additions/deletions to the Consent Agenda. There were none. Chairman Beil called for a Motion to approve the Consent Agenda. **Motion** by Mrs. Lory Chancy to approve adoption of the Consent Agenda. **Second** by Mr. Don Kennedy. All in favor. **Motion carried.**

NEW BUSINESS

Discussion and possible action – Live Oak Pest Control – Price Increase

Mr. Dale Williams informed the Board of the new prices, and that the pricing exceeds his authority to approve. Mr. Williams requested the Trustees approve the price increases. **Motion** by Mrs. Lory Chancy to approve Live Oak Pest Controls pricing. **Second** by Mr. Don Kennedy. All in favor. **Motion carried.**

DRAFT

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Discussion and possible action – Bedoya Building Issues

CARC Lease – Mr. Williams advised the Board that Mr. Stephen Bailey, CARC Director and Mr. Fred Koberlein have spoken re: a lease agreement for CARC to utilize the Bedoya building for a period of time.

Discussion and possible action – Additional premium with Florida Municipal Insurance Trust

Mr. Williams informed the Trustees that since the lease agreement is still being worked out between CARC and the Authority; the Board needs to decide on keeping the building insured with the increase in the premium, or not insuring the building. Discussion. **Motion** by Mr. Stephen Douglas to pay the premium specific to the Bedoya building in absence of a CARC contract with the understanding CARC will reimburse the Authority in the future. **Second** by Mrs. Lory Chancy. All in favor. **Motion carried.**

Discussion and possible action – Declare building as a surplus property and authorize demolition

Mr. Williams stated this is a mute issue until the lease is prepared and we see what the lease consists of.

Discussion and possible action – Respondents to “RFP – NOI” regarding Lake Shore Hospital Campus

Mr. Williams informed to the Board we are working on scheduling the Special Meetings, but there will be conflicts with other public meetings. Florida Gateway College is ready to present. Meridian is still working on their presentation. Mr. Peacock has done due diligence as far as the building. Mr. Williams does not see the need in vetting Florida Gateway College or Meridian. Due to other entities involved that we do not have a relationship with Mr. Williams would like permission to vet Mr. Michael Peacock and will need assistance with this matter. Mr. Williams requested the Trustees to be thinking about the form of the future Lease between the Authority and the new Lessee.

STAFF REPORT

Staff report included in the agenda packet.

BOARD MEMBER COMMENTS

Chairman Beil called for a Motion to adjourn meeting.

Meeting adjourned.

Respectfully submitted,

Lory Chancy, Secretary/Treasurer

Date of Approval

DRAFT

LAKE SHORE HOSPITAL AUTHORITY
BOARD OF TRUSTEES
Minutes - Special Meeting
May 26, 2022, 5:15 p.m.

This meeting was conducted as a public meeting and a CMT meeting.

Present: Brandon Beil, Chair
Stephen M. Douglas, Vice-Chair
Lory Chancy – Secretary/Treasurer
Don Kennedy, Trustee

Absent:

Also

Present: Dale Williams, Executive Director
Fred Koberlein, Attorney
Dwayne Cunningham, Director of Facilities
Karl Plenge, NOC
Jill Adams, CEO HCA Florida
Lee Pinchouck, FGC
Kay Donaldson, Hypie Health
Ruel Miles
Julie Smith, Veterans Lodge
Madhukar Sharma, ACE Biomedical Labs
Sonja Markham, LSHA Staff
Sandra Buck-Camp
Barbara Lemley
Randall Granberry, Land
Development Consortium, LLC
Samuel Boadi, HCA Florida
Mike Peacock, Hope Bridges, LLC
Morgan McMullen
Richard Powell, Accountant

11 participants participated in the LSHA Virtual CMT Regular Board Meeting.

CALL TO ORDER

Chairman Beil called the in person/CMT Special Meeting to order at 5:15 pm. Chairman Beil called for additions/deletions to the agenda. There were none. Chairman Beil called for a Motion to approve the Agenda. **Motion** by Mrs. Lory Chancy to approve adoption of the Agenda. **Second** by Mr. Don Kennedy. All in favor. **Motion carried.**

NEW BUSINESS

The purpose of the Special Meetings is to discuss and to take possible action on the Statement of Interest proposals (2nd offer) from parties interested in utilizing The Lake Shore Hospital Campus (all or part) to provide medical care/or other services to the citizens of Columbia County through a partnership with the Authority.

Presentation from Hope Bridges, LLC. Presenters were:

Mike Peacock, Hope Bridges, LLC
Madhukar Sharma, ACE Biomedical Labs
Kay Donaldson, Hypie Health
Julie Smith, Founder and CEO of Veterans Lodge
Randall Granberry, Land Development Consortium, LLC

Handout provided by Mr. Peacock, Hope Bridges, LLC (attached)

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May 26, 2022

Trustees asked various questions to the different presenters.

INDIVIDUAL APPEARANCES

Public Comments by Mrs. Barbara Lemley.

BOARD MEMBER COMMENTS

There were none.

Chairman Beil called for a Motion to adjourn meeting.

Meeting adjourned.

Respectfully submitted,

Lory Chancy, Secretary/Treasurer

Date of Approval

Lake Shore Hospital Authority Meeting 5/26/22

1. GREETINGS
2. HIGHLIGHT COMMUNITY NEEDS (HOW ARE WE USEFUL? WHY SHOULD BOARD LISTEN?)
 - a. **We are tackling the strategic priorities as identified by Columbia County Department of Health to achieve between 2019-2023 which include:**
 - i. Access to care
 - ii. Mental health promotion
 - iii. Tobacco prevention and awareness
 - iv. Physical and Nutritional Wellness
3. BENEFITS TO COMMUNITY
 - i. **Strategic Priority 1: Access to Care** – will use main hospital and clinic to increase appropriate use of healthcare services and access to healthcare services
 - Main hospital building
 - 40 bed hospital operated by ACE Medical
 - 110 beds for Veterans (phase 1, available now)
 - 130 additional beds (phase 2, requires build out)
 - Clinic building
 - Primary care and specialists provided in collaboration with ACE Medical
 - ii. **Strategic Priority 2: Mental Health Promotion** – use of specialty building to increase awareness of services for behavior health, substance treatment, and prevention, improve to access to substance use treatment and recovery
 - Specialty building (formally cardiology and women center) - future detox and rehab/mental health services
 - iii. **Strategic Priority 3: Tobacco prevention and Awareness** – Use community outreach to lower rates of tobacco use and prevention among youth
 - Community outreach partners to provide tobacco prevention/awareness
 - iv. **Strategic Priority 4: Physical and Nutritional Wellness** – increase physical activity, improve management of chronic disease management, and increase access to food
 - Community wellness in collaboration with Hype Health (presentation to follow by Kay Donaldson)
4. REQUEST FOR FUNDING
 - a. Proposed improvement budget – one-time costs
 - i. Campus improvements and renovation \$10 million, details to explained by contractor (Randall to give presentation for details)
 - ii. Veteran furnishings (furniture, fixture, and equipment) \$180k

- iii. First month operations of hospital \$917k x 3 for contingency = \$2.7 million (ACE Medical present to answer questions)
- b. Preventative Community Outreach
 - 1. Tobacco Prevention and Awareness- \$203k/annually (presentation available)
 - 2. Physical, chronic disease, and nutritional Wellness \$112k/annually (Hypie Health LLC Kay Donaldson presentation to follow)
- c. 10-year lease without payments

5. BENEFITS TO COMMUNITY

- i. Access to care – will use main hospital and clinical
- ii. Mental health promotion – use of specialty building
- iii. Tobacco prevention and awareness - community outreach
- iv. Physical and Nutritional Wellness – physical activity, chronic disease management, access to food

Hope Bridges LLC

965 Fox Chapel Lane

Jacksonville, Florida 32221

850-673-8057

Lake Shore Hospital Authority

259 NE Franklin St

Lake City, Florida 32055

Hope Bridges LLC is thankful to the Lake Shore Hospital Authority for allowing us the opportunity to meet their objectives and vision. After meeting with the Hospital Authority and fully grasping the goals for the location, we found it necessary to proceed with a company best suited to meet every requirement. Hope Bridges LLC is a consortium of professionals hand-selected to meet the objectives and mission of the Lake Shore Hospital Authority. We have been conducting extensive research on the physical plant in order to find the most efficient and cost-effective methods to resume operations. Upon review of the Health Improvement Plan, we will ensure the goals of each strategic priority are completely met.

Hope Bridges LLC is willing to relocate its corporate headquarters to the physical address of the Hospital Authority to establish a constant local presence and become fully involved within the community. We have secured the commitments of several companies and organizations so that we may be fully equipped to meet the needs of our community. In addition to an entity committed to reestablishing a hospital presence, Haven Detox, Land Developers Consortium, River Region, First Coast Community Development, and Dr. Michael White (of Lake City Hospital) are examples of those who are committed to ensuring that all of our endeavors are successful. We are also reaching out to the local Department of Health in addition to local civic and religious organizations to solidify our standing in the community. Hope Bridges LLC is excited to partner with as well as employ members of the local community. All of our partners have agreed to give hiring priority to the local pool of applicants.

Executive Summary

Lake Shore Hospital Authority (LSHA) is left to maintain a vacant healthcare campus without the receipt of any associated revenue. The community is facing challenges in access and affordability to health care related services. By entering into a JV with Hope Bridges LLC (Hope Bridges) that allows Hope Bridges to acquire and utilize:

Building 2: Main Hospital Building

Our proposal for the Main Hospital Building is to house: 1) Substance Use Disorder ("SUD") treatment at the residential and detox levels of care. These levels of care are for patients who require medically-assisted detoxification services, along with transitional services. Patients' typical stay will be from 5-30 days, at which point patients will be transferred to lower levels of care at facilities of the patients' choosing. 2) Mental Health treatment facility for intense inpatient treatment and therapies, group therapy and acute episodic events where we can receive patients from hospital emergency rooms or correctional facilities. 3) Veteran Resource Programs pertaining to mental health/PTSD, suicide prevention, SUD and housing challenges that are unique to this group who have sacrificed in service of our country.

Building 7: Physical Therapy Building

Our proposal for the Physical Therapy Building is to house: 1) a dialysis clinic. In our dialysis facility, United Dialysis Center, we perform dialysis services for cash pay, Medicare, Medicaid, and private insurance payers. 2) Out-patient rehabilitation therapy program (speech, occupational therapy, physical therapy) 3) Educational Programs to support our internship, externship, fellowship and other clinical or ancillary training programs. We would also collaborate with related community educational partners to allow them assess and utilization of these training facilities. 4) Home Health related services.

Building 8: Medical Plaza

Our proposal for the Medical Plaza is to house: 1) A Federally Qualified Healthcare Center ("FQHC") modeled clinic. The clinic would serve the underserved populations of Columbia and surrounding areas. This would include patients who are pregnant or may become pregnant, at high risk of contracting or spreading HIV, STD, hepatitis, and tuberculosis. We would have a specific interest in providing urgent and primary care for patients facing access due to cost, transportation or other logistical barriers. 2) Dental Care to provide preventive and basic dental care. 3) Health and Wellbeing services to promote a healthy lifestyle through education and risk reduction strategies.

Hope Bridges will be able to efficiently and effectively utilize the facilities in order to meet the diverse needs of the community particularly those marginalized and lacking access to affordable housing, medical, dental, vision, wellness and mental health

- Offer urgent and primary care, preventive services, and referral options at no charge to uninsured adults through our clinic. *(Our primary and urgent care services enable patients to receive care for pressing medical concerns without an expensive trip to the emergency room. In addition to keeping community members healthy, our center will also relieve the burden on emergency room personnel, leaving them to concentrate on the most dire medical cases.)*
- Offer basic dental care services on a sliding fee scale
- Partner with local, regional and state educational institutions to acquaint medical, dental, nursing (to include advance nursing practice), pharmacy, physician assistant, speech, occupational and physical therapy and health care administration students early in their training to the nuances of providing culturally competent patient care to an ever evolving population.
- Foster inter-professional cooperation of students, health care professionals, and members of the community in addressing and resolving health care disparities.
- Understand community health care needs through service to the underserved.
- Provide the full range of supportive services to veterans (housing, substance abuse treatment, mental health).
- Provide training and employment opportunities for underserved and economically disadvantaged citizens.
- Collaborate with local, state and national governmental agencies and community based organizations to enhance the provision and expansion of services to reduce health care disparities.
- Promote healthy living and health lifestyles through physical, wellness and nutritional programs and access to healthy affordable food.

Through the provision of the following services and/or programs

- Primary and Urgent Care
- Dental Care
- Mental Health
- Dietary
- Veterans care (housing, medical and subsequent abuse prevention)
- Patient Education
- Women's Health
- Immunization and Vaccine related programs and services
- Credit Education
- Tobacco and Smoking Cessation Programs

services. Additionally, we will offer employment opportunities to local citizens further increasing the economic impact of this venture.

Background and Approach

Hope Bridges is a healthcare management company specializing primarily in management and operation of substance use disorder ("SUD") and mental health treatment facilities. Hope Bridges has recently partnered/contracted with a diverse team of experts (many of which are veterans, women or other under represented minorities) This team possesses deep experience in the following areas to include but not limited to:

- Primary, urgent and acute care services and operations
- Dental clinic services and operations
- Veteran Resource and Supportive Service Operations
- Reduction in health care and related verticals disparities as it pertains to access or provision of services
- Health and Well-being program development, deployment and operations
- Developing and fostering coalitions/partnerships with Community Based Organizations
- Establishing internship, externship, fellowship and other educational/job related training programs

Prior to becoming involved in healthcare management, Hope Bridges, its affiliates and subsidiaries operated laboratories, dialysis centers, pharmacies, SUD and mental health facilities. With a strong background in direct and indirect provision of services, we have built a health management company that is capable of managing and operating virtually any size healthcare facility. Hope Bridges is always looking for new opportunities to expand its capabilities; and thus we have determined we can be a quality partner with LSHA. It should be noted that Hope Bridges financial position is extremely strong and has ready access financial, people and technology resources to rapidly scale or innovate endeavors it may become involved through acquisition/JV or other type of business arrangement.

We are confident we can partner with LSHA and other community, state and national agencies to develop and implement plans to address and solve disparities in health care and veteran resources, create better more timely affordable access to mental health, dental, urgent care, therapeutic and supportive services thereby creating a healthier community We will accomplish this in part through the following high level efforts:

- Housing Assistance and Education
- Referrals
- Suicide and Violence Prevention

Capital and Operating funding and Service Projections

Currently LSHA is spending approximately \$84K per month to maintain the vacant campus out of a \$22M operating fund. Hope Bridges's initial research and experience forecasts that an approximate \$10.5M an initial capital infusion is required to help remediate the campus for the provision of new services, recruit, train, orient and onboard staff in addition to infrastructure modifications, repairs and equipment. As well as implement the needed Information technology systems (clinical, financial, people, facility maintenance).

Hope Bridges will further develop relationships with granting organizations and other revenue producing services to eliminate any future subsidies from LSHA in order to maintain operations. Creating these collaborative partnerships will ensure sustainability for the property and the healthcare management organization prior to 2027.

Currently LSHA is serving the needs of approximately 38 clients monthly. Haven is confident that based upon clearly identified needs, in year one, we will be able to grow this number to 1,000 encounters monthly by enhancing existing services and the addition of new services to include telemedicine and tele-therapy. These numbers are forecasted to increase each year and by year five project to have 5,000 monthly encounters. Through our collaborative efforts we can supplement and help reduce the strain placed on emergency rooms, community social services organizations and the correctional care system by preventive or early intervention efforts.

To ensure we are meeting the needs and providing compassionate, competent, high quality services, we will work with LSHA and other key stake holders to develop and measure key performance indicators to include client and community perception data.

June 13, 2022

TO: LSHA Trustees

FR: Dale Williams

RE: Fixed Asset Inventory

Please find attached the 2022 fixed asset inventory for the LSHA. Changes from the prior year are as follows:

DELETIONS

#118 Keurig Coffee Maker – Broken/Stopped Working

#287 HP Office Jet Pro Printer Model 8210 – Broken/Stopped Working

ADDITIONS

#290 Keurig K Cup Classic Coffee Maker

#289 Brother Printer

Staffs recommends approval of the fixed asset inventory.

2022 INVENTORY LIST

	<u>Serial #</u>	<u>Location</u>	<u>Year Purchased</u>	<u>Purchase Amount</u>	<u>Tag #</u>
Brother Printer MFC DCP-350C	U61817ABF588549	Front desk	2008	\$ 100.00	0001
Optiplex 3070	CZ5FSZ2	Front desk	11/25/2019	\$ 803.25	286
Hanns Monitor	031GU3BY04937	Front desk		\$ 239.00	0003
Sharp MX-3070N (7652)	95082075	Front office	10/8/2019	Lease (\$119.82)	0282
ISG Mounted Camera		Front office			0005
4 Drawer Steel File Cabinet (black) (2)		Front office		\$450 each	0006 & 0007
Shred Master		Front office	5/20/2008	\$ 579.99	0008
2 Drawer Rolling File (silver)		Front office		\$ 170.00	0009
Desk		Front office			0010
2 Drawer Sliding File Cabinet		Front office		\$ 170.00	0011
CCTV Surveillance System W/ Remote & Sony Monitor (shows 4 cameras)		Front office	2/1/2013	\$ 8,672.00	0012
Datacard CP60 Plus Printer		Front office	2010	\$ 3,170.00	0013
Lenovo Notebook	L3-BVM3W	Front office			0014
Battery back up surge protector APC		Front office	2017	\$ 73.51	0015
Epson LCD Projector	M4UF060688L	Front office		\$ 1,000.00	0016
Mounted Datacard Camera		Cynthia	2006	\$ 1,189.00	0017
Optiplex 3070	CYSHSZ2	Cynthia	11/25/2019	\$ 803.25	0284
DMI Monitor	D7LMTF224053	Cynthia	2014	\$ 172.49	0019
4 Drawer Steel File Cabinet (black) (1)		Cynthia		\$ 450.00	0020
2 Drawer Rolling File (silver)		Cynthia		\$ 170.00	0021
Desk with 2 drawers attached		Cynthia			0022
Battery back up surge protector APC		Cynthia	2017	\$ 73.51	0023
Brother GX-6750	K3K597906	Sonja	1/14/2016	\$ 231.10	0024
Optiplex 3070	CYTLSZ2	Sonja	11/25/2019	\$ 803.25	0283
HP Office Jet Pro 8210	CN9B51TORZ	Sonja	5/11/2020	\$142.49	287
Brother	HL-L931OCDW	Sonja	7/29/2021	\$ 650.00	289
Dell Monitor	CNOKW14V7426144C1HFB	Sonja	2014	\$ 309.00	0027
Dell Monitor	CNOKW14V7426144C1HFB	Sonja	2014	\$ 309.00	0028
Desk with 3 drawers attached		Sonja			0029

4 Drawer Steel File Cabinet (black) (1)		Sonja		\$ 450.00	0030
Battery back up surge protector APC		Sonja	2017	\$ 73.51	0031
Fireproof 4 door file cabinet		Sonja		\$ 1,000.00	0032
3 Drawer Rolling File (silver)		Sonja		\$ 200.00	0033
Laptop	8CG82880H8	Sonja	2018	\$ 587.00	0277
Dell Latitude 3410 Laptop	GFCGXZ2	Sonja	8/20	\$ 1,219.00	0288

Adopted: July 9, 2018

Supersedes all previous inventories

Tascam Audio System	261156	Conference Room			0034
Polycom Sound Station IP6000	0004F2F817F1	Conference Room			0035
Rolling Podium		Conference Room		\$ 140.00	0036
Rolling projector cart (Quartet)		Conference Room		\$ 84.00	0037
Quartet wall screen		Conference Room		\$ 115.39	0038
Fujitsu Scan Snap S510	4932	Conference Room		\$ 50.00	0039
2 door storage cabinet		Conference Room			0040
12 folding chairs		Conference Room		\$20.00 each	0041-0044/0058-0061
11 high back rolling chairs (around board table)		Conference Room		\$205.00 each	0066-0075
2 secretarial rolling chairs (Cynthia and Sonja)		Conference Room		\$195.00 each	0076-0077
24 folding chairs (public use)		Conference Room		\$20.00 each	0078-0101
Brother HL-2140 Printer	U61944L8J162930	Dale		\$ 250.00	0045
ACER X 233 H Monitor	ETLFMOC0239080BF524040	Dale		\$ 160.00	0046
ACER LED	MMLW9AA0046370C8548525	Dale		\$ 150.00	0047
4 Drawer Steel File Cabinet (black) (1)		Dale		\$ 500.00	0048
Desk with 5 drawers (black)		Dale			0049
Cabinet with double doors and 2 drawers (black)		Dale			0050
Small Cabinet with double doors (black)		Dale			0051
Glass table 3 shelves		Dale	4/13/2012	\$ 299.00	0052
Zagg Folio I pad mini with Retina display	60200219AC	Dale		\$ 90.00	0053
Optiplex 3070	CZ3MSZ2	Dale	11/25/2019	\$ 803.25	0285
Fellowers power shred	C-220C	Dale	2/1/2012	\$ 292.98	0055
Battery back up surge protector APC		Dale	2017	\$ 73.51	0056
Desk with pull out drawer in middle		Dale			0057

13 chairs		TV room		\$60.00 each	0102-0114
1 Emerson 20 inch wall mounted tv		TV room		\$ 100.00	0115
Lifetime Round picnic table		Breezeway		\$ 220.00	0116
Kenmore Fridge		Kitchen		\$ 550.00	0117
Keurig coffee maker		Kitchen		\$ 80.00	0118
Keurig K-Classis Coffee Maker		Kitchen		\$ 119.00	290
Sharp Carousel Microwave		Kitchen		\$ 150.00	0119
Table set w/4 chairs		Kitchen		\$ 250.00	0120
Rolling Kitchen Cart		Kitchen		\$ 175.00	0121
Shelving (2)		Back storage ro	10/18/2013	\$294.98	0280-0281
4 Drawer Steel File Cabinet (black) (2)		Back storage room		\$450.00 each	0278-0279
Tables (25)		Classrooms 1 & 2		\$70.00 each	0123-0131/0133-014
Chairs (121)		Classrooms 1 & 2		\$20.00 each	0154-0200/0201-027
Storage racks for storing chairs (4)		Classrooms 1 & 2		\$167.88 each	0150-0153
Non rolling tables (2)		Classrooms 1 & 2		\$60.00 each	0132 & 0149
Wall screen (projector use)		Classroom 1		\$115.39	0122
1995 Ford PK - tag #88A ASP	1FTDF15YXSNA52763	Hospital	10/1/2020	0	

Adopted: July 9, 2018

Supercedes all previous inventories

Properties					
Parcel #12061	199 NE Leon Street	.505 AC			
Parcel #12065	227 NE Hillsboro Street	.221 AC			
Parcel #12069	243 NE Hillsboro Street	.2163 AC			
Parcel #12071	259 NE Franklin Street	11,065 SF			

June 13, 2022

To: LSHA Trustees

Fr: Dale Williams

Re: Hospital Security Services Agreement

LSHA assumed the contract for hospital security services that was in place with Community Health Systems. In the February 14, 2022, board meeting, approval was requested to seek bids for renewal of the security services contract.

After review of other entities, and what they pay for 24-7 security services (attached) compared to the increase DSI is requesting, it is recommended that in lieu of bidding, the LSHA approve the following bill rate increase for DSI security employees:

Site Supervisor \$16.94 to \$19.60
Security Officer \$14.84 to \$18.20

This would increase the employees pay as follows:

Site Supervisor \$12.10 to \$14.00
Security Officer \$10.60 to \$13.00

Sonja Markham

From: Hayes, Tommy <THayes@dsisecurity.com>
Sent: Tuesday, May 24, 2022 5:11 PM
To: Dwayne Cunningham
Cc: Sonja Markham
Subject: Pay and Bill Increase Request 5/24/2022

Hi Dwayne,

Thank you for your continued trust in DSI and our Security Officers. We are continually seeking to improve our services, provide you with the most qualified and well-trained "State Certified" Security Officers available, as well as retain current officers. We would like to request permission to implement a pay and bill increase for our Security Officers to take effect June 16, 2022.

Current:

Guard Position	Pay Rate	Bill Rate	OT Rate
Site Supervisor	12.10	16.94	25.41
Security Officer	10.60	14.84	22.20

Recommended:

Guard Position	Pay Rate	Bill Rate	OT Rate
Site Supervisor	14.00	19.60	29.40
Security Officer	13.00	18.20	27.30

Here are some examples of other site facilities manned by "State Certified" private security officers in your area and their current pay rates:

Werner Trucking (Lake City)

Guard Position	Pay Rate
Site Supervisor	14.50
Security Officer	13.50

Millenium Building Products (Lake City)

Guard Position	Pay Rate
Site Supervisor	14.50
Security Officer	13.50

Pilgrims (Live Oak)

Guard Position	Pay Rate
Site Supervisor	14.50

Security Officer	13.50
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Binderholtz (Live Oak)

Guard Position	Pay Rate
Site Supervisor	14.00
Security Officer	13.00

VLS Environmental Solutions (Branford)

Guard Position	Pay Rate
Security Officer	13.00

Nutrien (White Springs)

Guard Position	Pay Rate
Site Supervisor	16.00
Security Officer	15.00

At DSI we value and appreciate your business. Please let me know if we can proceed for June 16, 2022. Thank You for your consideration.

Sincerely,

Tommy A. Hayes

DSI Security Services
 Branch Manager Jacksonville, Florida
 334-805-7329



www.dsisecurity.com

1912 Hamilton Street #206
 Jacksonville, FL 32210
 904-348-3270



June 1, 2022

To: LSHA Trustees

FR: Dale Williams

Re: Facilities Staff – Lake Shore Hospital Campus

Due to the job market and unsuccessful attempts to find experienced people, Dwayne Cunningham, Director of Facilities Operations, is requesting a change in the “Part-Time Building Attendant” job description to “Full Time Building Attendant” and that we increase the position start pay from \$12.50 per hour to \$18.00 per hour.

~~PART~~ **FULL** TIME BUILDING ATTENDANT

Lake Shore Hospital Authority
Board of Trustees
PO Box 988
Lake City, Florida 32056-0988

January 20, 2022
June 13, 2022

Hours: ~~24+ hours per week~~ **40 hours per week**

GENERAL DESCRIPTION

Responsible for various duties in maintaining appearance and functionality of the Hospital Authority buildings and grounds. The building attendant position will work with considerable independence but will be supervised by the Director of Facilities Operations.

ESSENTIAL FUNCTIONS

- Clean debris from sidewalks, entrances, and trash receptacles daily
- Monitor and repair sprinkler systems
- Clean and maintain interior rooms as needed
- Perform preventative checks on building equipment, and inform Director of any issues
- Routine maintenance tasks such as changing bulbs, checking locks, and replacing air filters
- Performs other duties as assigned by the Director of Facilities Operations

KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of general janitorial and maintenance tasks
- Ability to keep records and prepare reports
- Ability to navigate computer programs such as MS word, Excel, Email

MINIMUM QUALIFICATION REQUIREMENTS

- High school or equivalent
- General building maintenance knowledge
- Basic computer skills/knowledge
- Valid Florida Driver's License is required
- Must have the physical ability, strength, capability and flexibility sufficient to perform the job functions in the work environment
- A comparable amount of training, education or experience can be substituted for the minimum qualifications

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)

This position description approved by the Board of Trustees on: _____

Brandon Beil - Chairman

Dale Williams - Executive Director

Staff Report

June 13, 2022 Regular Meeting

NEW	2
RENEW	2
INELIGIBLE (INCOME OR OTHER)	0
TOTAL CLIENTS SEEN IN OFFICE IN MAY	4
ACTIVE MEMBERS	42
PUBLIC VISITS	15

PRIMARY CARE VISITS -- 5 LOCATIONS

April, 2022	31
YTD (Fiscal year October – Sept)	229

PHARMACY USAGE

April, 2022	
PATIENTS SERVED	19
RX'S FILLED	56