



MEMORANDUM

To: Board of Directors

Cc: Bill Boyles, Esquire
Aluino Ochoa, M.D.

From: George Mikitarian
President/CEO

Subject: Board/Committee Meetings – December 4, 2023

Date: November 30, 2023

The Ad Hoc Credentials Review Committee will meet at 11:30 a.m. where the Committee will review credentialing and privileging files as they relate to medical staff appointment/reappointment.

The Quality Committee will convene at 12:00 p.m., which will be followed by the Finance Committee, and then Executive Committee meetings.

The Board of Directors will meet in executive session no earlier than 1:30 p.m. Following the Board of Directors Executive Session, the Education Committee and Board of Directors regularly scheduled meeting will be held immediately following, however no earlier than 2:00 p.m.

The Planning Committee meeting has been canceled.

QUALITY COMMITTEE

Elizabeth Galfo, M.D., Chairperson
Maureen Rupe, Vice Chairperson
Robert L. Jordan, Jr., C.M. (ex-officio)
Billy Specht
Billie Fitzgerald
Herman A. Cole, Jr.
Jerry Noffel
Stan Retz, CPA
Ashok Shah, M.D.
Aluino Ochoa, M.D., President/Medical Staff
Greg Cuculino, M.D.
Kiran Modi, M.D., Designee
Francisco Garcia, M.D., Designee
Christopher Manion, M.D., Designee
George Mikitarian (non-voting)

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
QUALITY COMMITTEE
MONDAY, DECEMBER 4, 2023
12:00 P.M.
FIRST FLOOR, CONFERENCE ROOM 2/3/4/5**

CALL TO ORDER

I. Approval of Minutes

Motion to approve the minutes of the October 2, 2023 meeting.

II. Vision Statement

III. My Story

IV. Dashboard

V. Conversation about Quality – Mr. Mikitarian and Ms. Cottrell

VI. Other

VII. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE QUALITY COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110. THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE. TO THE EXTENT OF SUCH DISCUSSION, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT, BOARD OF DIRECTORS EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE AND NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.

DRAFT
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
QUALITY COMMITTEE

A regular meeting of the Quality Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on October 2, 2023, in Conference Room 2/3/4/5, First Floor. The following members were present.

Elizabeth Galfo, M.D., Chairperson
Robert L. Jordan, Jr., C.M.
Stan Retz, CPA
Herman A. Cole, Jr.
Ashok Shah, M.D.
Billie Fitzgerald
Billy Specht (12:02 p.m.)
Maureen Rupe
Jerry Noffel
Christopher Manion, M.D.
Gregory Cuculino, M.D.
Aluino Ochoa, M.D., President/Medical Staff (12:10 p.m.)
George Mikitarian (non-voting)

Members absent:
Kiran Modi, M.D. (excused)
Francisco Garcia, M.D. (excused)

CALL TO ORDER

Dr. Galfo called the meeting to order at 12:00 p.m.

REVIEW AND APPROVAL OF MINUTES

Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Shah and approved (10 ayes, 0 nays, 0 abstentions). Mr. Specht and Dr. Ochoa were not present at the time the vote was taken.

ACTION TAKEN: MOVED TO APPROVE THE AUGUST 7, 2023 MINUTES OF THE QUALITY COMMITTEE, AS PRESENTED.

VISION STATEMENT

Ms. Cottrell summarized the committee's vision statement.

MY STORY

Ms. Cottrell shared the story of Desiree and the compassionate care she received from the PMC Care Navigation team.

QUALITY DASHBOARD REVIEW

Ms. Cottrell reviewed the Quality Dashboard discussing each indicator score as it relates to clinical quality and cost. Ms. Cottrell answered questions from committee members concerning the dashboard. Copies of the Power Point slides presented are appended to the file copy of these minutes.

STROKE PROGRAM UPDATE

Ms. Cottrell presented the mission, goals and benefits of the Stroke Program at Parrish Medical Center. She added that PMC became a certified Primary Stroke Center in 2004 and that the recertification window opens in October.

OTHER

There was no other business brought before the committee.

ADJOURNMENT

There being no further business, the Quality Committee meeting adjourned at 12:47 p.m.

Elizabeth Galfo, M.D.
Chairperson



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Quality Agenda

December 4, 2023

1. Approval of Minutes
2. Vision Statement
3. My Story
4. Dashboard
5. Conversation about quality
6. Other

Quality Committee

Vision Statement

“Assure affordable access to safe, high quality patient care to the communities we serve.”



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My Story



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William's Story

William, a grandfather of 3 and retired from the space center is 68 years old. William loves to play with his grandchildren and to travel with his wife in their RV. William had very few health issues until the beginning of this year.

William began to feel fatigued, short of breath and just not feeling well for quite a few weeks. He went to his primary care doctor and was diagnosed with a new irregular heart rhythm called atrial fibrillation. He was referred to the Parrish electrophysiologist Dr. Ajit Janardhan (Dr. AJ). Dr. AJ ordered a full cardiac workup to include an echocardiogram, or ultrasound of his heart, and a sleep study. William's echo showed his ejection fraction (EF) was 25-30%. This measurement tells how well your heart pumps blood through your body. A normal EF is 55% or higher. The bad news didn't stop there because William's sleep study showed that he stopped breathing 30 times per hour. William was diagnosed with CENTRAL sleep apnea. This is the rarer type of sleep apnea in which your brain does not signal the muscles of your diaphragm to breathe when it needs to. Central sleep apnea can cause atrial fibrillation and heart failure. Heart failure can make the central sleep apnea worse and then the sleep apnea will make the heart failure worse. William was in a vicious cycle of poor heart health unless he could get this severe sleep apnea treated.

William's Story

Up until two years ago there were no treatment options for someone with a poor ejection fraction and central sleep apnea. The standard CPAP or BIPAP therapy was contraindicated for these patients. So as soon as a new FDA approved therapy option came on the market, Parrish knew we had to start providing the service. The new approved therapy is an implant that stimulates your phrenic nerve to tell your diaphragm to breathe.

The sleep center worked in collaboration with Dr. AJ, William's primary care physician, the cath lab and William himself to get an implant. William had this procedure done in the Parrish cath lab as an outpatient procedure. After about 4 weeks his new implant was able to be activated. Once William's central sleep apnea was treated his blood pressure improved, his atrial fibrillation was better managed and after 3 months his repeat echocardiogram showed his heart function greatly improved to an ejection fraction of 45%.

William stated he did not realize how tired he was, and he assumes he has probably had sleep apnea for years.

William's Story

Parrish was the fourth in the state to offer both implantable new sleep apnea treatment options for sleep apnea called Inspire for obstructive sleep apnea and Remede for central sleep apnea. William had a 58% risk of mortality in the next 5 years if he had not had this treatment. William is now back to playing with his 3 grandkids and traveling with his wife in their RV. This would not have been possible without Parrish continuing to be proactive in the newest therapies available and the collaborative efforts of Dr. AJ, the cath lab and the sleep team.

Dashboard



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Performance dashboard

Description	Definition	Jul-Sept	Oct 22- Sept 23	Opportunity
Stroke	Stroke management compliance	77%	82%	Goal: 100%
Sepsis	Severe Sepsis and Septic Shock Management bundle compliance	43%	52%	Goal: 76%
Early Elective Delivery	Percentage of elective deliveries among mothers with uncomplicated pregnancies at 37 and 38 weeks gestation	0%	0%	Goal: 0%
HAI	Hospital onset MRSA bacteremia	1.48	0.375	Goal: 0
Readmission	All cause 30 day readmissions	8.0%	8.6%	Goal: 8.0%
Person Centered flow	Inpatient and outpatient emergency department throughput	400	449	164

A Conversation about Quality



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Quality

A Conversation about Quality



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Quality

Public Programs

- CMS Star Ratings
- CMS Hospital Readmissions Reduction Program
- CMS Hospital Acquired Conditions Reduction Program
- CMS Value Based Purchasing Program
- CMS Promoting Interoperability Program
- Leapfrog Safety Score
- Top 100 Hospitals Programs

Quality

The Power of One

- 6 out of 31,978

Worse

- 3 out of 28,906

Same

- 7 out of 3,262

Worse

- 1 out of 2,375

Same

Questions?



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FINANCE COMMITTEE

Herman A. Cole, Jr. Chairperson
Stan Retz, CPA, Vice Chairperson
Robert L. Jordan, Jr., C.M., (ex-officio)
Jerry Noffel
Billie Fitzgerald
Billy Specht
Maureen Rupe
Christopher Manion, M.D.
Aluino Ochoa, M.D., President/Medical Staff
George Mikitarian, President/CEO (non-voting)

**FINANCE COMMITTEE MEETING
NORTH BREVARD COUNTY HOSPITAL DISTRICT OPERATING
PARRISH MEDICAL CENTER
MONDAY, DECEMBER 4, 2023
FIRST FLOOR CONFERENCE ROOMS 2/3/4/5
(IMMEDIATELY FOLLOWING QUALITY COMMITTEE)**

CALL TO ORDER

- I. Approval of minutes.

Motion: To recommend approval of the October 2, 2023 meeting.

- II. Public Comments

- III. Financial Review

- IV. Mandatory Reporting Requirement for the Investment Policy of the Pension Plan – Mr. McAlpine

- V. Disposal

Motion: To recommend to the Board of Directors to declare the equipment listed in the requests for Disposal of Obsolete or Surplus Property Forms as surplus and obsolete and dispose of same in accordance with FS274.05 and FS274.96.

- VI. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE FINANCE COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110.

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**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
FINANCE COMMITTEE**

A regular meeting of the Finance Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on October 2, 2023, in Conference Room 2/3/4/5, First Floor. The following members, representing a quorum, were present:

Herman A. Cole, Jr., Chairperson
Stan Retz, Vice Chairperson
Robert Jordan, Jr., C.M.
Billie Fitzgerald
Maureen Rupe
Billy Specht
Jerry Noffel
Christopher Manion, M.D.
Aluino Ochoa, M.D.
George Mikitarian (non-voting)

Member(s) Absent:
None

A copy of the attendance roster of others present during the meeting is appended to the file copy of these minutes.

CALL TO ORDER

Mr. Cole called the meeting to order at 12:49 p.m.

REVIEW AND APPROVAL OF MINUTES

Discussion ensued and the following motion was made by Mr. Jordan seconded by Mr. Specht and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED THAT THE FINANCE COMMITTEE OF THE BOARD OF DIRECTORS APPROVE THE AUGUST 7, 2023 MEETING MINUTES OF THE FINANCE COMMITTEE, AS PRESENTED.

PUBLIC COMMENTS

There were no public comments.

FINANCIAL REVIEW

Mr. Eljaiek summarized the August financial statements of the North Brevard County Hospital District and the year-to-date financial performance of the Health System. Mr. Eljaiek answered questions and received comments from the members of the committee.

FY 2024 CAPITAL BUDGET

Discussion ensued and the following motion was made by Mr. Jordan, seconded by Ms. Rupe, and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS APPROVE THE FY 2024 CAPITAL BUDGET IN THE AMOUNT OF \$2,000,000.

DISPOSALS

Discussion ensued regarding the surplus property and the following motion was made by Mr. Jordan, seconded by Mr. Specht, and approved (9 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS TO DECLARE THE EQUIPMENT LISTED IN THE REQUEST FOR DISPOSAL OF OBSOLETE OR SURPLUS PROPERTY AS SURPLUS AND OBSOLETE AND DISPOSE OF SAME IN ACCORDANCE WITH FS274.05 AND FS274.96.

OTHER

There was no other business to come before the committee.

ADJOURNMENT

There being no further business to come before the committee, the Finance Committee meeting adjourned at 12:54 p.m.

Herman A. Cole, Jr.,
Chairman

NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
TITUSVILLE, FLORIDA

Request for Disposal of Obsolete or Surplus Property

The assets listed below are considered obsolete, inefficient, or have ceased to serve any useful function. Board approval for disposal is required.

Asset Description	Asset Control KN #	Purchase Date	Purchase Price	CE #	Reason for Disposal	Net Book Value (provided by Finance Dept)	Dept.
SIGNAGE FOR H&F - 78 SIGNS W/VINYL LETTERING	KN023060	10/01/98	9,080.74		Sold	-	1.702
BLINDS - VERTICLE (Q=8) FIRE RESISTANT,PVC,3 1/	KN023690	05/02/97	1,016.05		Sold	-	1.702
INSTALLATION OF CABLE TELEVISION OUTLETS (Q=80)	KN023696	03/17/97	3,139.15		Sold	-	1.702
LOCKS - MASTERKEY AND REKEY 75 LOCK CYLINDERS	KN023705	03/05/97	1,387.50		Sold	-	1.702
WHIRLPOOL WITH LIGHTS, ETC.	KN023706-	07/24/97	13,850.00		Sold	-	1.702
FIRE & BURGLER ALARM SYSTEM	KN023707	03/26/97	800.00		Sold	-	1.702
WHIRLPOOS W/LIGHTS, ETC.	KN023708-	07/24/97	13,850.00		Sold	-	1.702
PAINT & PRIMER, BLOCK FILLER, GYPSUM, ETC.	KN023709	12/31/96	6,383.46		Sold	-	1.702
POOL EQUIPMENT - GUTTEING,DECK,CHEMICALS,FILTER	KN023711	11/07/96	94,200.00		Sold	-	1.702
BOILER, HOT WATER W/WEBSTER BURNER; NATURAL GAS	KN023712	02/07/97	10,647.00		Sold	-	1.702
RESTROOM EQUIPMENT - PARTITIONS,ACCESSORIES,CAB	KN023714	01/23/97	9,710.00		Sold	-	1.702
LOCKERS (LAMINATED WOOD -) 1 LOT	KN023715	11/01/96	35,627.00		Sold	-	1.702
BALLET BAR W/ENDS FOR AEROBICS ROOM	KN023716	02/19/97	928.00		Sold	-	1.702
EXHAUST FANS, GRILLS, DAMPERS, REGISTERS, DIFFU	KN023718	06/13/97	10,045.00		Sold	-	1.702
WALLCOVERING - LANARK/TAPE 2 VINYL	KN023719	01/23/97	20,904.00		Sold	-	1.702

LIFT STATION (PUMPS,ELECTRICAL PANEL GRINDERS)	KN023720	06/13/97	10,340.00		Sold	-	1.702
CARPETING THROUGHOUT H&F - PEBBLEWEAVE/STONETEX	KN023721	01/07/97	77,192.34		Sold	-	1.702

TOTAL BOOK VALUE \$0.00

Requesting Department:

Department Director

[Handwritten Signature]

Net Book Value (Finance)

A. Franz 08/31/23

EMC Member

[Handwritten Signature]

Sr. VP Finance/CFO

[Handwritten Signature]

President/CEO

[Handwritten Signature]
10/12/23

Board Approved (CFO Signature)

Requestor Notified Finance

Asset Disposed of or Donated

Removed from Asset List (Finance)

Requested Public Entity for Donation

Entity Contact

Telephone

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
TITUSVILLE, FLORIDA**

Request for Disposal of Obsolete or Surplus Property

The assets listed below are considered obsolete, inefficient, or have ceased to serve any useful function. Board approval for disposal is required.

Asset Description	Asset Control KN #	Purchase Date	Purchase Price	CE #	Reason for Disposal	Net Book Value (provided by Finance Dept)	Dept.
LAND-HEALTH & FITNESS CENTER/HWY 50 +/-12	KN010446	10/19/93	643,817.16		Sold	643,817.16	1.702
H&F PARKING LOT SEALCOATING (07-661-09)	KN029000	02/07/07	6,295.00		Sold	-	1.661
H&F SUBSURFACE EXPLORTION, SOIL, GROUNDWATER, P	KN023698	10/01/96	2,470.00		Sold	-	1.702
H&F - SURVEY SERVICES FOR WETLANDS, TREES PJ92-	KN023701	10/01/96	1,785.00		Sold	-	1.702
H&F PROFESSIONAL SERVICES/CONSULTANT FEES PJ92-	KN023703	10/01/96	23,318.42		Sold	-	1.702
H&F SIGNAGE - ILLUMINATED EXTERIOR 6'X13'	KN023710	04/23/97	10,898.00		Sold	-	1.702

TOTAL BOOK VALUE \$643,817.16

Requesting Department: _____

Net Book Value (Finance) _____

Sr. VP Finance/CFO _____

Board Approved (CFO Signature) _____

Requestor Notified Finance _____

Asset Disposed of or Donated _____

Removed from Asset List (Finance) _____

Requested Public Entity for Donation _____

Department Director _____

EMC Member _____

President/CEO _____

[Handwritten Signatures]
 Department Director: _____
 EMC Member: _____
 President/CEO: _____ 10/12/23

[Handwritten Signature]

Entity Contact

Telephone

NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
TITUSVILLE, FLORIDA

Request for Disposal of Obsolete or Surplus Property

The assets listed below are considered obsolete, inefficient, or have ceased to serve any useful function. Board approval for disposal is required.

Asset Description	Asset Control KN #	Purchase Date	Purchase Price	CE #	Reason for Disposal	Net Book Value (provided by Finance Dept)	Dept.
PHONE SYSTEM - INSTALL 136 PRRTS/UPDATE ROL	KN023694	01/30/97	88,118.06		Sold	-	1.482
HF-INSTALLATIONOF TWO EXHAUST FANS & AIR DUCT S	KN028249	08/26/04	22,850.00		Sold	1,142.46	1.482
RESURFACING OF LAP POOL (07-482-04)	KN028781	12/06/06	13,760.00		Sold	-	1.482
SPA MODERNIZATION PROJECT (07-482-01)	KN028993	09/12/07	10,017.49		Sold	-	1.482
NEW POWER & 2" CONDUIT FROM INSIDE H&F (08-482-	KN029056	07/16/08	8,876.00		Sold	2,182.09	1.482
1.482 - FLOORING FOR HEALTH & FITNESS	KN029104	04/16/08	77,573.04		Sold	18,100.53	1.482
FLOORING FOR THE GROUP FITNESS ROOM (09-482-0	KN029275	01/07/09	21,051.50		Sold	-	1.482
POOL REFINISHING AT HEALTH & FITNESS (09-482-0	KN029277	01/14/09	11,990.00		Sold	-	1.482
LAP POOL RESURFACING	KN030085	12/11/13	20,200.00		Sold	673.34	1.482
EQ SERIES COMMERCIAL PLASTIC POOL PUMP	KN030553	07/26/17	7,742.00		Sold	3,032.20	1.482
HVAC MODIFICATIONS AT PARRISH H&F (NOT PHYSICAL	KN028403	02/22/05	1,700.00		Sold	-	1.661
CHILLER REPLACEMENT AT HEATHL & FITNESS (09-	KN029405	09/02/09	62,385.00		Sold	4,505.60	1.661
AIR HANDLER REPLACEMENT - HEALTH & FITNESS CARR	KN029769	05/08/12	99,294.39		Sold	-	1.661
REPLACEMENT OF AIR HANDLERS 2 & 3 FOR HEALTH &	KN031020	01/06/22	147,987.00		Sold	136,271.40	1.68

TOTAL BOOK VALUE

\$165,907.62

Requesting Department:

Department Director

[Signature]

Net Book Value (Finance)

A. Franz 08/31/23

EMC Member

[Signature]

Sr. VP Finance/CFO

President/CEO

[Signature] 10/12/23

Board Approved (CFO Signature)

Requestor Notified Finance

Asset Disposed of or Donated

Removed from Asset List (Finance)

Requested Public Entity for Donation

Entity Contact

Telephone

NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
TITUSVILLE, FLORIDA

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Asset Description	Asset Control KN #	Purchase Date	Purchase Price	CE #	Reason for Disposal	Net Book Value (provided by Finance Dept)	Dept.
H&F BLDG. - PRECONST SVCS SITE DEVEL/DESIGN/DOC	KN023699	10/01/96	26,832.66		Sold	6,260.73	1.702
H&F BLDG. - FINAL PAYMENT PROJ #92-482-01	KN023903	10/01/97	36,458.00		Sold	8,759.69	1.702
RENOVATION - LABOR,MAT,ELECTRIC,ETC MAMMO RM H&	KN024225	12/09/98	3,434.72		Sold	-	1.702
REPLACEMENT OF HEALTH & FITNESS ROOF	KN030083	12/10/13	123,035.05		Sold	4,101.18	1.661
H&F CONTROL SYSTEM UPGRADE-AIR HANDLER UNITS	KN030965	01/04/21	29,737.00		Sold	22,054.89	1.680

TOTAL BOOK VALUE \$19,121.60

Requesting Department: _____

Net Book Value (Finance) _____

Sr. VP Finance/CFO _____

Board Approved (CFO Signature) _____

Requestor Notified Finance _____

Asset Disposed of or Donated _____

Removed from Asset List (Finance) _____

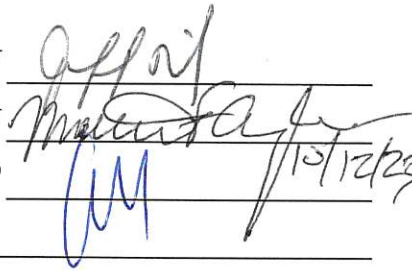
Requested Public Entity for Donation _____

Entity Contact _____

Department Director _____

EMC Member _____

President/CEO _____

Telephone

NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
TITUSVILLE, FLORIDA

Request for Disposal of Obsolete or Surplus Property

The assets listed below are considered obsolete, inefficient, or have ceased to serve any useful function. Board approval for disposal is required.

Asset Description	Asset Control KN #	Purchase Date	Purchase Price	CE #	Reason for Disposal	Net Book Value (provided by Finance Dept)	Dept.
SHOWER RENOVATION - 5 YRS (PROJECT# 04-661-661-03)	KN021408	11/30/04	5,335.67		Sold	-	1.482
SHOWER RENOVATION - 10 YRS (PROJECT# 04-661-03)	KN021409	11/30/04	5,096.97		Sold	-	1.482
SHOWER RENOVATION - 15 YRS (PROJECT# 04-661-03)	KN021410	11/30/04	7,690.06		Sold	-	1.482
SHOWER RENOVATION - 20 YRS (PROJECT# 04-661-03)	KN021411	11/30/04	44,953.06		Sold	2,809.57	1.482
FLOORING & PAINT FOR SPINNING ROOM	KN023404	07/05/01	3,935.21		Sold	-	1.482
H&F BLDG. - COMPLETE PROJ #92-482-01	KN023750	02/01/97	4,745,860.15		Sold	1,158,494.07	1.482
REDWOOD 2X 4'S	KN028306	10/06/04	1,764.00		Sold	-	1.482
SPA AND POOL RENOVATIONS (PROJECT # 04-482-03 &	KN028490	11/23/04	13,365.00		Sold	-	1.482
FLOORING FOR CHILDREN'S PLAY ROOM (10-482-01)	KN029427	01/13/10	7,602.50		Sold	-	1.482
CARDIAC REHAB RELOCATION RENOVATIONS	KN029632	08/23/10	64,082.49		Sold	8,574.59	1.482
STRUCTURED CABLING FOR CARDIAC REHAB AT HEALTH	KN029637	09/15/10	6,931.00		Sold	-	1.482

TOTAL BOOK VALUE \$1,169,878.23

Requesting Department: _____

Department Director _____

John

Net Book Value (Finance)

Sr. VP Finance/CFO

Board Approved (CFO Signature)

[Handwritten Signature]

Requestor Notified Finance

Asset Disposed of or Donated

Removed from Asset List (Finance)

Requested Public Entity for Donation

Entity Contact

Telephone

EMC Member

President/CEO

Matthew Flynn 10/12/08



Origination 01/2001
Last Approved 12/2018
Effective 12/2018
Last Revised 12/2018
Next Review 12/2019

Initiator **Lester Eljaiek: VP
FINANCE/CHIEF
FINANCIAL
OFFICER**
Areas **Finance**
Applicability **Parrish Medical
Center**
Tags **9500**

Pension Investment Guidelines, 9500-5004

I. POLICY STATEMENT

- A. The Pension Administrative Committee (the "Committee") and the North Brevard County Hospital District (the "District") maintain that an important determinant of future investment returns is the expression and periodic review of investment objectives. To that end, the Committee and the District have adopted this statement of Investment Policy.
- B. In fulfilling its fiduciary responsibility, the Committee and the District recognizes that the North Brevard County Hospital District, a Special Tax District operating Parrish Medical Center Pension and Trust Agreement (the "Plan") is an essential vehicle for providing income benefits to retired participants or their beneficiaries. The Committee and the District also recognizes that the obligations of the investment fund for the Plan are long-term and that the investment policy should be made with a view toward performance and return over a number of years.
- C. The Committee recognizes that the general investment objective is to maximize return consistent with risks incumbent in each investment. The Committee shall achieve the general investment objective of the Plan commensurate with applicable statutes or requirements. The Committee and the District further acknowledge that Section [112.661](#) of the Florida Statutes shall supersede any conflicting provisions of law guiding Plan investments. Objectives, in order of importance are: Principal and Safety, Liquidity and Return on Investment.
- D. In order to achieve a rate of return commensurate with the standards stated in this investment policy, the Committee shall identify performance standards, investment guidelines and limits necessary to guarantee compliance with the Committee's standards by all named fiduciaries.
- E. In addition to policies and objectives outlined herein, Hospital management may also employ strategies outlined and approved by the District's board of directors (the "Board of Directors") from time to time.

[F. The Committee and its Investment Managers shall comply with the applicable requirements of Chapter 2023-28, Laws of Florida, including Section 112.662, along with regulations](#)

adopted by the Department of Management Services. The term "pecuniary factor" is defined as a factor that a named fiduciary "prudently determines is expected to have a material effect on the risk or returns of an investment based on appropriate investment horizons consistent with the investment objectives and funding policy of the investment program." The term does not include the consideration of the furtherance of any social, political, or ideological interests. [112.662(1)]. In selecting Investment Managers, only pecuniary factors may be considered and the interests of the participants and beneficiaries of the system may not be subordinated to other objectives, including sacrificing investment return or undertaking additional investment risk to promote any nonpecuniary factor. The weight given to any pecuniary factor must appropriately reflect a prudent assessment of its impact on risk or returns. [112.662(2)]. Only pecuniary factors may be considered when voting proxies. [112.662(3)]

II. RESPONSIBILITIES/DECISION MAKING AUTHORITY

- A. The investment policy statement and periodic transactions shall be reviewed by the Committee on a regular basis to make certain that the investment activities bear a relationship to a broader risk management strategy of the Plan. On a reasonable basis, the Committee and/or its designee, the Chief Financial Officer, and in their absence, the Vice President Finance, will be responsible for formulating individual investment strategies, monitoring investment performance, establishing maximum tolerable loss limits, and making recommendations for policy changes to the Committee.
- B. The Committee and/or its designee, the Chief Financial Officer and/or the Vice President Finance shall also assure that adequate records and reports of transactions and commitments for future transactions be maintained.
- C. To carry out their duties the Committee and/or its designee, the Chief Financial Officer and/or the Vice President Finance are empowered to execute securities purchases and sales, direct delivery of investments into and out of safekeeping, cause securities to be re-registered in the name of the Plan, designate Committee-approved Investment Managers to execute trades within the restrictions of this policy, and authorize wire transfer of funds for settlement of purchases, consistent with the limitations set forth in this policy.
- D. Unless prohibited by law, from time to time, investments may be made which are not specifically authorized providing they are deemed to be in the best interest of the Plan and the recommendation is jointly made by the Committee and Chief Executive Officer. Prudence should be exercised when making investment decisions. The investment industry standard known as the "Prudent Person Rule" shall be followed to insure investment decisions are made in the Plan's best interest. This rule states that investments should be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation but for investment considering the probable safety of their capital, as well as the probable income to be derived from the investment. Once such investment is made, formal notification shall be set forth in the minutes of the next Committee meeting.

III. RECORD KEEPING/REPORTING

The Committee and/or his designee, the Chief Financial Officer must keep timely and accurate records of all portfolio activities. The following records must also be maintained and made available upon request from the Investment Managers:

- A. Securities register that details all the transactions to include description of the security, the cost, maturity, par value, date of issue, date of purchase, coupon rate, registered status, interest payment dates, effective rate of return, safekeeping location, amortization or accrual of premiums or discounts, if any, and final disposition.
- B. A ledger for the monthly balance, premium, discount, accrued interest receivable, interest income, and gains or losses on the investment portfolio by investment account number. It shall be the responsibility of the Vice President Finance to reconcile all general ledger accounts to the individual investment account records as of each month-end to ensure the

accounts are in balance.

- C. A monthly investment report shall be issued by the Investment Managers to the Committee and/or his designee, the Chief Financial Officer, which at a minimum sets forth the following information:
1. For each account (by class or type):
 - a. the par value
 - b. total cost value (book value)
 - c. weighted yield based on cost
 - d. total market value, weighted market yield, aggregate unrealized gain or loss from book, and income earned (all as of the report date)
 2. For the total portfolio:
 - a. the beginning cost and market value
 - b. the ending cost and market value
 - c. net contributions to the account
 - d. net withdrawals from the account
 - e. net cash flow to the account and income earned by the account (if different)
 - f. total return for the account on a cost and market value basis for the month and the previous 11 months
 - g. trailing quarter return on a cost and market value basis
 - h. fiscal year to day return on a cost and market value basis
 - i. trailing one year return on a cost and market value basis
 3. Also provided shall be a short narrative of the investment portfolio prospectus including strategies used by the Investment Manager and commentary on current market conditions affecting the portfolio's performance.
 4. The Committee or Chief Financial Officer shall provide this information, or summaries thereof, to the Board on a quarterly or semi-annual basis; unless an issue arises that requires the Board's attention sooner.
- D. Along with performance, security and market information, a trading summary should be provided to the Committee each quarter from each Investment Manager. The trading summary should outline the overall trading strategies employed by the Investment Manager given the market conditions and why the portfolio is structured the way it is at that time. Information should include discussion of trades executed in the portfolio for the period under review and why they were executed at that time.

IV. PORTFOLIO COMPOSITION

The Plan's investment portfolio shall exclusively consist of investments permitted by [Section 112.661\(5\)](#), Florida Statutes, as amended or relevant future statutes. This portfolio shall be maintained with a level of

liquidity at least equal to 30 days of cash expenses, and in addition, at least 10% of fixed income investments will have maturities of one year or less.

Total Pension Funds Asset Mix – The Plan’s assets shall be invested with specialist managers with a target ultimate allocation of 30% fixed income, 60% equities and 10% alternatives. The Target Asset Allocation shall be as follows:

Asset Class	Target Asset Allocation*		Market Index
	Target Weight	Maximum Weight	
Fixed Income			
Short Dur Gov't/Corp	0%	50%	ML Domestic Mstr 1-3 yr
Inter. Dur Gov't/Corp	30%	50%	Barclays Gov/Cred Intrm
Long Dur Gov't/Corp	0%	50%	Barclays US Long Credit A
Total	30%	n/a	
Equities/Alternatives			
Large Cap Growth	17.5%	60%	Russell 1000 Growth
Large Cap Value	17.5%	60%	Russell 1000 Value
Mid Cap Core	10%	60%	Russell Mid Cap
Small Cap Core	10%	60%	Russell 2000
International	5%	60%	MSCI EAFE
Total	60%	n/a	
Alternatives	10%	12%**	TBD – Area Specific

*While the “Target Asset Allocation” is meant to be a guide for the deployment of assets, the Committee shall, on a continuous basis, evaluate whether the Allocation continues to most likely accomplish the Objectives for the portfolio as discussed above.

**As later discussed in the section titled “Alternatives” below, the growth of the target weighting shall be limited to 12%.

V. ALTERNATIVES

The Committee may authorize an allocation of this portfolio to an asset class known as Alternative Investments. Alternative Investments involve investing in non-traditional asset classes and in traditional asset classes structured in a non-traditional manner. Managers of such investments are expected to use their specific investment skills to generate long-term equity-like returns that are not highly correlated to traditional asset classes. Alternative Investment strategies, such as long vs. short, tactical asset allocation, distress securities, managed futures, commodities, and arbitrage strategies may be used in

the portfolios to enhance investment returns, reduce volatility of portfolios and increase overall portfolio diversification.

Furthermore, Alternative Investments may also include Real Estate Investment Trust (REIT) Manager(s), Real Estate Limited Partnerships and Hedge Fund of Fund managers, in which case the underlying investments will be assessed to confirm compliance with applicable law, and any additional expenses required by these investments, such as management fees and unrelated business taxable income shall be included in assessing whether an investment's costs are reasonable, as required by [Florida Statutes Section 215.47\(2\)\(e\)](#). Hedge Fund of Fund managers shall exhibit the following characteristics:

- A. Fund of Fund Hedge Funds will be held in the forms of professionally managed pooled limited partnership investments offered by professional investment managers with proven records of superior performance over time.
- B. Fund of Fund Hedge Funds are subject to the same due diligence process as traditional investments, however due to their unique nature, additional criteria are to be considered.
- C. Transparency of the underlying hedge funds and to some degree their individual positions.
- D. Liquidity terms of the fund of funds may include lock-up periods and frequency of withdrawals
- E. No significant degree of leverage utilized at the limited partnership level.
- F. Financial commitment of the General Partner in the fund.

Each investment in Alternative Investments must be specifically approved by the Committee and such class of investments must never exceed **12%** of the portfolio (10% target investment plus a maximum of 2% deviation as described in the above table). At the time of commitment to a particular Alternative investment manager, the Committee will specifically address investment goals for such an investment. With the advice of the individual or entity that recommends investments or investment managers ("Investment Consultant"), the Committee shall agree to a benchmark against which to evaluate ongoing performance of the Alternative Investments in the overall asset allocation model.

VI. QUALITY - PERMITTED INVESTMENTS

Generally, the managers are expected to invest in readily marketable, high quality stocks, bonds, and cash equivalents. Private placements, restricted stocks, and nominally or closely held public issues for which the market is severely restricted or thinly traded, or any investment, which would jeopardize the tax-exempt status of the District are prohibited.

Additionally, the following quality factors and limitations should be met:

- A. **Fixed Income** – The Pension Fund may be invested in fixed income securities, as deemed prudent, including U.S. Government, agency obligations and corporate bonds. The average quality rating of bonds must be investment grade A or better, as judged by Moody's or S&P rating services. In any case, no more than 10% of the fixed income securities should be below investment grade, as defined by Moody's or S&P. Under no circumstances should the duration of the fixed income portion of the portfolio be longer than 125% of the Barclays Government/Credit Intermediate Index. The Budget and Finance Committee does not want an excessively long fixed income portfolio subject to interest rate risk.

- B. Equities – The Committee wishes to hold issues of high quality, marketable securities. Each equity manager must maintain an overall portfolio quality comparable to the applicable equal weighted Russell or MSCI Index. Equity managers must include a statement regarding their comparable overall portfolio quality within each quarterly report to the Committee.
- C. Prohibited Investments – In addition to the preceding general quality guidelines, the following categories of securities or security transactions are not permissible for investment without the Committee's prior written approval:
1. Short sales.
 2. Non-covered or Non-collateralized Put and Call Options.
 3. Margin purchases or lending or borrowing money.
 4. Letter stocks, private placements, or direct placements.
 5. Restricted stocks, and nominally or closely held public issues for which the market IS severely restricted or thinly traded.
Commodities or futures, or options on futures.
 6. Warrants.
 7. Equity securities of any company which have a record of less than three years continuous operation, including the operation of any predecessor
 8. Foreign equity securities not listed on one of the major U.S. exchanges, including NASDAQ.
 9. Bonds and cash equivalents denominated in foreign currencies or securities of foreign issuers including foreign financial institutions (American Depository Receipts or Canadian Issues denominated in U.S. dollars are allowed).
 10. Volatile derivative or synthetic instruments, specifically Interest Only Strips (IOs), Principal Only Strips (POs), Residuals, Accrual Bonds, Z Bonds, Accretion Bonds, Inverse Floaters, and any other derivative securities or strategies that do not comply with the basic investment objectives of this policy, which emphasizes the preservation of principal consistent with conservative asset growth. Specifically prohibited are securities whose characteristics as implemented by the manager include potentially high price volatility and whose returns are speculative or leveraged (when considered together with liquid/short term securities positions) or whose marketability may be severely limited.
 11. Direct / title holding real estate or mortgage investments.
 12. Securities of the investment manager, the custodian/trustee, their parent, or subsidiaries (excluding Money Market Funds).
 13. Security loans.

VII. DERIVATIVES AND REVERSE REPURCHASE AGREEMENTS

Investments in any derivative products, if specifically authorized by this investment policy within the permitted investments section, may be considered only if the Committee and/or its designee, the Chief

Financial Officer has developed sufficient understanding of the derivative products and had the expertise to manage them. For purposes of this policy, a derivative product is a financial instrument, the value of which depends on, or is derived from, the value of one or more underlying assets or index or asset values. The use of reverse repurchase agreements, if specifically authorized by this investment policy or the Committee, shall be limited to transactions where the proceeds are intended to provide liquidity and for which the Committee and/or its designee, the Chief Financial Officer has sufficient resources and expertise.

VIII. COMPETITIVE PURCHASE OR SALE OF SECURITIES

The Committee will seek to confirm or add into the applicable contracts that it shall be the responsibility of the Investment Manager(s) to obtain competitive bids for the purchase or sale of securities and execute based on best price available in the market. A log of bids obtained shall be maintained by each Investment Manager and made available to the Board and the Committee upon request. In the rare instance when competitive bids are not available for a security being purchased, the Investment Manager shall fully document such condition at the time of the trade and advise the Committee and/or its designee the Chief Financial Officer of actions taken by the Investment Manager to assure best price and best execution in light of the Plan's cash flow needs.

IX. Selection, Review, Watch List and Replacement of Managers

The Committee will establish a process for selecting investment managers for the Pension Funds. The total Portfolio and the individual manager's performance will be measured utilizing returns calculated net of investment management fees as follows:

- A. Total Portfolio – The total return objective for the total Portfolio is to earn at least 50bps per year in excess of the asset weighted blended index return as computed by the investment consultant. The Asset Weighted Blend Index return is comprised of the various market indices in proportion to the actual asset mix.
- B. Individual Asset Manager Performance Review and Evaluation – Individual asset managers are expected to not only outperform their passive alternative, but also their style peer group. Underperforming managers will be placed on a watch list and eventually replaced based on the following timing schedule:
 1. If a manager underperforms its specific passive alternative/benchmark (Russell 1000 Growth, Russell 1000 Value, etc.), or falls below the 33rd Percentile peer comparison (measured over the past rolling 3 and 5 year periods) for two consecutive or three out of five quarters, the manager is formally placed on a watch list.
 2. Watch list status triggers a meeting with the investment consultant to discuss performance.
 3. Once placed on the watch list, continued underperformance for two additional

quarters warrants replacement consideration. An analysis of performance shall be prepared by the investment consultant and reviewed by the President and/or his designee, the Chief Financial Officer and/or the Vice President Finance. The President and/or his designee, the Chief Financial Officer and/or the Vice President Finance will then present the findings with the consultant during a meeting of the Committee.

4. If replacement is recommended, a replacement search will be undertaken by the Investment Consultant. The Investment Consultant will provide Investment Managers for consideration based solely on pecuniary factors as defined by Florida Statutes §112.662.
 5. If the decision is made to retain the manager, the manager will remain on the watch list until performance improves or a replacement decision is made.
- C. The Committee reserves the right to change these guidelines at any time and will make the Manager aware of any changes in writing.
- D. It is intended that the Investment Managers, Consultant, and Committee review this document annually. In this regard, the Investment Manager's interest in consistency in these matters is recognized and will be taken into account when changes are being considered. If at any time the investment managers feel that the specific objectives herein cannot be met, or the guidelines constrict performance, the Committee should be so notified in writing. By initialing and continuing acceptance of this Investment Policy Statement, the Investment Manager accepts the provisions of this document. The Committee shall submit a copy of this policy to each Investment Manager, along with an addendum outlining their respective responsibilities and reporting requirements. The addendum should be signed by the Investment Manager and returned to the Committee for filing.

X. Annual or Fiscal Year Re-Balance of the Asset Style:

Rebalancing - From time to time, but no less than once a year, the Committee shall address the asset allocation of the portfolios and rebalance the portfolio to the targets in the preceding table or affirm the asset allocation of the portfolio. Annual rebalancing is not required.

XI. COMMUNICATIONS AFFECTING INVESTMENT MANAGERS

- A. It shall be incumbent upon the investment managers and the custodian to apprise the Committee of all transactions. On a monthly basis each manager shall supply an accounting statement that will include a summary of all receipts and disbursements, the cost and the market value of all assets and their percentage of the fund invested in equities, fixed income and money market investments. On a quarterly basis each manager shall provide an analysis of the quality of the assets, a summary of common stock diversification and attendant schedules. In addition, each manager shall deliver each quarter a report detailing the fund's performance, adherence to the investment policy, forecast of the market and economy, portfolio analysis and current assets of the trust. Written reports shall be provided to the Committee at the quarterly meetings. Each manager will provide immediate written and telephone notice to the Committee and the performance monitor of any significant market

- related or non-market related event. The Committee has retained a monitoring service to evaluate and report on a quarterly basis the rate of return and relative performance of the fund.
- B. Meetings: The Committee will meet at least semi-annually with the investment consultant representative to review the performance report. At least annually, the Committee will meet with or communicate in writing with each investment manager to discuss performance results, economic outlook, investment strategy and tactics and other pertinent matters affecting the fund.
 - C. The investment managers will immediately disclose any securities presently held which are not in compliance with this Policy. Furthermore, as part of its regular quarterly report, each manager shall include a listing of all fixed income securities and money market or short term investments held showing their credit ratings.
 - D. When the Fund owns securities, which complied with this Policy at time of purchase, that are subsequently downgraded below permissible levels, the investment manager will dispose of such securities at the earliest feasible date.
 - E. The Committee may recapture commission dollars, as appropriate in light of all circumstances.
 - F. The investment manager shall notify the Committee of any and all material events regarding the investment manager or any other agent, parent company or entity related to the investment manager and shall furnish the Committee with the Securities Exchange Commission (SEC) Form ADV, Part II, annually.
 - G. The equity managers will be responsible to vote all proxy statements, maintain documentation on their votes and outcome of the results. Annually, each manager maybe requested to submit a summary of the proxy activity for the prior 12 months.
 - H. The Committee, by delivery of this Investment Policy Statement to the Plan's actuary, communicates the following:
 - 1. Plan asset/investments for which a fair market value is not provided must be excluded from the assets used to determine annual funding cost;
 - 2. For each actuarial valuation, the Committee shall, with the advice of its investment professionals and its actuary, determine the total expected annual rates of return that will be earned by the Fund for the current year, for each of the next several years and for the long term.
 - I. If a Request for Proposals document is issued for Investment Manager services, the solicitation document must include the following: The Committee may not request documentation of or consider a vendor's social, political, or ideological interests when determining if the vendor is a responsible vendor. Additionally, the Committee may not give preference to a vendor based on vendor's social, political, or ideological interests.

2.

XII. CUSTODIAN AND SAFEKEEPING

Any securities in the investment portfolio should be held with a third party, and all securities purchased by and all collateral obtained by the Plan, should be properly designated as an asset of the Plan by the custodian. No withdrawal of such securities in whole or in part shall be made from safekeeping, except by the Committee and/or its designee, the Chief Financial Officer or an authorized staff member.

The Committee may also receive bank trust receipts in return for investment of surplus funds in

securities. Any trust receipts received must enumerate the various securities held, together with the specific number of each security held. The actual securities on which the trust receipts are issued may be held by any bank depository chartered by the United States Government or the State of Florida or their designated agents. Securities transactions between a broker/dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction.

XIII. INTERNAL CONTROLS

The Committee and/or its designee the Chief Financial Officer and/or the Vice President Finance shall establish a written policy for the implementation of a system of internal controls, designed to prevent losses of funds which might arise from fraud, employee error, misrepresentation by third parties, or imprudent actions. This internal control policy shall provide for a review of the Plan's controls by independent auditors as part of any financial audit periodically required by the Plan.

- A. System of Controls – The President and/or his designee, the Chief Financial Officer and/or the Vice President Finance, is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.
- B. Accordingly, the President and/or his designee, the Chief Financial Officer and/or the Vice President Finance shall establish a process for periodic independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:
 - 1. Control of collusion. Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
 - 2. Separation of transaction authority from accounting and record keeping. By separating the person who authorized or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
 - 3. Custodial safekeeping. Securities purchased from any bank or dealer including appropriate collateral (as defined by Florida Statute) shall be placed with an independent third party for custodial safekeeping.
 - 4. Avoidance of physical delivery securities. Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
 - 5. Clear delegation of authority to subordinate staff members. Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
 - 6. Written confirmation of telephone transactions for investments and wire transfers.

Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via letter, fax and/or email and must be from an authorized person.

7. Development of a wire transfer agreement with the lead bank or third party custodian. This agreement should outline the various controls, security provisions, and delineate responsibilities of each party making and receiving wire transfers.
8. Delivery vs. Payment – All trades where applicable will be executed by delivery vs. payment (DVP). This ensures that securities are deposited in the eligible financial institution prior to the release of funds. Securities will be held by a third party custodian as evidenced by safekeeping receipts.
9. A monthly investment report shall be issued by the Investment Managers to the Committee and/or his designee, the Chief Financial Officer for submission to the Board of Directors, which at a minimum sets forth the information listed above in sub-section 3 of the Record Keeping / Reporting section.

XIV. FLORIDA STATUTES AND APPLICABLE DISTRICT ORDINANCES

Investment of the Plan assets shall be subject to the limitations and conditions set forth in [Section 215.47 \(1\) - \(6\), \(8\), \(9\), \(11\), and \(17\), Florida Statutes](#), unless otherwise authorized by law or ordinance. No additional investment may be made in the investment category which exceeds the applicable limit, unless authorized by law or ordinance.

XV. REPORTING REQUIREMENTS

- A. The Investment Policy Statement shall, upon adoption or amendment by the Committee and approval by the Hospital Board, be filed with the Department of Management Services, the Plan's sponsor, and the consulting actuary.
- B. The determination of the expected rates of return shall be filed with the Department of Management Services, with the Plan's sponsor, and the consulting actuary.
- C. The Committee shall prepare, at least annually, a report of investment activities for submission to the Hospital Board, and make available, upon request, the same to the public.
- C.D. The Committee shall timely comply with the reporting requirement of Section 112.662 by filing a comprehensive report by December 15 of each odd-numbered year. [112.662(4)]. Investment managers and the Committee's Investment Consultant shall assist in the preparation of required reports and shall annually confirm to the Committee their compliance with Chapter 2023- 28.

XVI. CONTINUING EDUCATION

It will be the responsibility of the Committee and/or its designee, the Chief Financial Officer and/or the Vice President Finance, to the extent that such individuals are responsible for making investment decisions for the Hospital's assets, to complete 8 hours annually of continuing education in subjects or courses of study related to investment practices and products.

Approval Signatures

Step Description	Approver	Date
BOD	Herman Cole: Chairman, Board of Directors [SP]	12/2018
President/CEO	George Mikitarian: President/CEO [AJ]	11/2018
EMG	Michael Sitowitz: Controller	11/2018
Compliance	Corporate Compliance [NV]	11/2018
Executive Management	Michael Sitowitz: Controller	11/2018
	Michael Sitowitz: Controller	11/2018

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Finance Committee

FYTD October 31, 2023 – Performance Dashboard

Indicator	FYTD 2024 Actual	FYTD 2024 Budget	FYTD 2023 Actual
ED Visits	2,624	2,528	2,503
IP Admissions	354	425	385
Surgical Cases	385	534	496
LOS	5.3	4.3	4.7
OP Volumes	7,570	7,323	6,764
Hospital Margin %	-2.56%	8.52%	-3.63%
Investment Income \$	-\$1.2 Million	\$0.7 Million	\$2.3 Million

EXECUTIVE COMMITTEE

Stan Retz, CPA, Chairman

Robert L. Jordan, Jr., C.M.

Herman A. Cole, Jr.

Elizabeth Galfo, M.D.

Maureen Rupe

George Mikitarian, President/CEO (non-voting)

**DRAFT AGENDA
EXECUTIVE COMMITTEE
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
MONDAY, DECEMBER 4, 2023
FIRST FLOOR, CONFERENCE ROOM 2/3/4/5
IMMEDIATELY FOLLOWING FINANCE COMMITTEE**

CALL TO ORDER

- I. Approval of Minutes.

Motion to approve the minutes of the October 2, 2023 meeting.

- II. Reading of the Huddle
- III. Attorney Report – Mr. Boyles
1. Resolution Declaring Surplus Property
 - a. 2210 Cheney Highway

Motion to recommend the Board of Directors adopt the resolution of the Board of Directors of the North Brevard County Hospital District declaring as surplus real property the property located at 2210 Cheney Highway, Titusville, Florida 32780.

- IV. Other
- V. Executive Session (if needed)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES, AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110.

THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS EXECUTIVE COMMITTEE. TO THE EXTENT OF SUCH DISCUSSIONS, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS EXECUTIVE COMMITTEE AND NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
EXECUTIVE COMMITTEE**

A regular meeting of the Executive Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on October 2, 2023, in Conference Room 2/3/4/5, First Floor. The following members were present:

Stan Retz, CPA, Chairman
Robert L. Jordan, Jr., C.M., Vice Chairman
Herman A. Cole, Jr.
Elizabeth Galfo, M.D.
Maureen Rupe
George Mikitarian (non-voting)

Members Absent:
None

A copy of the attendance roster of others present during the meeting is appended to the file copy of these minutes.

CALL TO ORDER

Mr. Retz called the meeting to order at 12:55 p.m.

REVIEW AND APPROVAL OF MINUTES

Discussion ensued and the following motion was made by Mr. Jordan, seconded by Dr. Galfo and approved (5 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED TO APPROVE THE AUGUST 7, 2023 MEETING MINUTES OF THE EXECUTIVE COMMITTEE OF THE BOARD, AS PRESENTED.

READING OF THE HUDDLE

Dr. Galfo presented the Weekly Huddle.

ATTORNEY REPORT

Mr. Boyles reviewed the Resolution previously sent to the Committee regarding the Qui Tam Action filed by Dr. Craig Deligdish. Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Galfo, and approved (5 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO RECOMMEND THE BOARD OF DIRECTORS TO APPROVE THE RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT AUTHORIZING DEFENSE OF QUI TAM ACTION ON BEHALF OF THE DISTRICT AND THE EXECUTIVE EMPLOYEES OF THE DISTRICT NAMED THEREIN.

OTHER

There was no other business to come before the committee.

ADJOURNMENT

There being no further business to discuss, the committee adjourned at 1:16 p.m.

Stan Retz, CPA
Chairman

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT
DECLARING SURPLUS REAL PROPERTY**

The Board of Directors of North Brevard County Hospital District, d/b/a Parrish Medical Center, at a public hearing meeting duly called and held, at which sufficient notice was provided and a quorum was present, hereby adopts the following recitals and resolutions:

Whereas, North Brevard County Hospital District (the “**District**”) is a special hospital district of the State of Florida created by special act of the Florida Legislature in 1953 by Chapter 28924, Laws of Florida, re-codified by Ch. 2003-362, Laws of Florida (the “**Act**”); and

Whereas, the Act authorizes the Board of Directors of the District (the “**Board**”) to sell surplus real property owned by the District and provides a number of procedures that the District is required to follow to sell such real property; including but not limited to the following:

1. The District must hold a public hearing, either at a regular or special meeting called for such purpose, after publishing notice in a newspaper of general circulation specifically describing the real property (if the hearing is held at a special meeting, notice must be published at least fourteen (14) days prior to the hearing); and
2. At the public hearing, by Resolution of the Board, it must be determined that (i) the real property is not presently needed by the District for carrying out its purposes as provided in the Act, (ii) there is not a future need for the real property, and (iii) the property should be declared surplus real property; and
3. After the real property is designated as surplus, the Board must obtain an appraisal of the real property from an independent appraiser; and
4. After receipt of the appraisal, the real property must be advertised for sale in a newspaper of general circulation at least thirty (30) days prior to the receipt of bids; and
5. The Board must allow potential buyers to submit bids, which must be sealed; however, the Board reserves the right to reject all bids; and

Whereas, the District previously adopted a policy to classify as surplus any of its personal or real property that is obsolete or the continued use of which is uneconomical or inefficient, or which serves no useful function (the “**Policy**”), as more particularly described in **Exhibit “A,”** in particular in the section entitled “Procurements for Recommendation to the Board of Directors for the Disposal of Real Property;” and

Whereas, the District presently owns property and a Health and Fitness Center located at 2210 Cheney Highway, Titusville, Florida 32780 (the “**Property**”), as more particularly described in **Exhibit “B;”** and

Whereas, the Board finds based on the foregoing facts that declaring the Property as surplus real property is in the best interests of the District and the residents of the District; and

Whereas, the District desires to comply with the Act, Florida Statutes and the Policy in declaring the Property as surplus real property now; therefore be it

Resolved, that the Board finds that the Property is not presently needed by the District for carrying out its purposes as set forth in the Act; and, be it further

Resolved, that the Board finds there is not a future need by the District for the Property, and, be it further

Resolved that the board finds that a sale of all or a portion of the Property is in the best interests of the affected community because it is a non-performing asset and not a part of the core mission of the District which is to operate a general hospital and related health care facilities for the benefit of the affected community and be it further

Resolved that a sale of a portion of the Property would be subject to receiving approval from the City of Titusville for a lot split of the Property; and be it further

Resolved, that the Board has and will comply with all of the procedures it is required to follow to sell surplus real property under the Act, Florida Statutes and the Policy and that the Board hereby declares the Property as surplus real property; and, be it further

Resolved, that the Board directs an appraisal be obtained from an independent appraiser to establish the value of the Property; and, be it further

Resolved, that the Board directs that the Property or a portion thereof be advertised for sale in a newspaper of general circulation in North Brevard County, Florida at least thirty (30) days prior to the date sealed bids to purchase the Property are due, and at least five (5) days prior to any scheduled pre-bid conference, and, be it further

Resolved, that the Board reserves the right to reject all bids; and, be it further

General Authorizing Resolution

Resolved, that each officer of the District be, and the same hereby is, authorized, empowered, and directed for, in the name of, and on behalf of the District to do all acts, and take all actions, and prepare all papers, instruments, and documents, and do all other things in connection with the matters and transactions contemplated by these resolutions, which such officer in his sole discretion approves as being proper, appropriate, or necessary in connection therewith, with the signature of the officer so acting being deemed conclusive evidence of his approval.

SIGNATURE PAGE FOLLOWS

These Resolutions shall take effect immediately upon their adoption.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2023.

BOARD OF NORTH BREVARD COUNTY
HOSPITAL DISTRICT

By: _____

Name: _____
Title: Chairman

Attest:

By: _____

Name: _____
Title: Secretary

EXHIBIT "A"

DISPOSAL OF SURPLUS PROPERTY POLICY

Disposal of Surplus Property, 9500-23

POLICY TYPE: ADMINISTRATIVE

POLICY

It shall be the policy of Parrish Medical Center to classify as surplus any of its personal or real property that is obsolete or the continued use of which is uneconomical or inefficient, or which serves no useful function.

PROCESS FOR RECOMMENDATION TO THE BOARD OF DIRECTORS FOR THE DISPOSAL OF SURPLUS PERSONAL PROPERTY:

- A. PMC department directors who consider property in their department no longer serviceable will prepare and forward a written request for inspection and disposal of the obsolete item.

The Request for Disposal of Obsolete or Surplus Property form (located on ICARE), shall contain the following information;

1. asset control number of the property (KN#)
2. description of the property; including make, model
3. reason for disposal
4. recommended method of disposal
5. physical location of property

Once the Request for Disposal of Obsolete or Surplus Property is EMT approved, indicating that the EMT has inspected the item, it will be forwarded to the Sr. Vice President of Finance for approval before being submitted to the President/CEO. Upon approval by the President/CEO, the request shall be submitted to the hospital board for final disposition. Requesting departments should retain a copy of the request form, and may not remove, transfer, or dispose of property from the department until final Board approval for disposition.

- B. Once Board approval is received the Finance Department shall notify the requesting department that the property has been approved for disposal. The department director should then submit a work order to EVS (Housekeeping) or Plant Services Departments, depending on the type of asset for removal. The requestor copy of the original Request for Disposal of Obsolete or Surplus Property form will be signed and dated by the department removing the asset. A copy of the form will be retained by the department and a copy provided for the Director of Materials Management. Based on the Board approved

disposition, the Director of Materials Management will dispose of the asset in accordance with Florida Statutes, providing a signed and dated copy of the request form to the Finance Department, once the asset has been discarded, donated or sold.

PROCESS FOR THE HOSPITAL BOARD OF DIRECTORS FOR DISPOSAL OF SURPLUS PROPERTY:

- A. The Board shall consider any list of unserviceable personal property as recommended by the President/CEO and the Sr. Vice President - Finance/CFO of the hospital. The minutes of any such hospital meeting shall reflect the deliberation of the Board and the fact that the property is obsolete, uneconomical, inefficient, or serves no useful function.
- B. Thereafter, the Board may classify as surplus and instruct the Sr. Vice President - Finance/CFO to dispose of all such items in accordance with Florida Statutes.
- C. The Sr. Vice President, Finance/CFO will make recommendations to the Board of Directors as to the removal of any capital assets that cannot be located and are listed on the capital asset ledger.

PROCESS FOR THE HOSPITAL DIRECTOR OF MATERIALS MANAGEMENT TO FOLLOW:

- A. Property classified as surplus by PMC shall first be offered as surplus property to other governmental units in the PMC taxing district with a request for competitive bids, or in the absence of competitive bids, as a donation on a first requested basis.
- B. In the event no acceptable bid is received within sixty (60) calendar days, the property shall be offered to such other governmental units along with the information in Item C, below.
- C. Each offer to governmental units shall disclose the value, conditions, and age of the property offered for disposal. The most acceptable bid shall be determined by the Director, Materials Management. Costs of transferring the disposal property shall be arranged and paid by the successful bidder.

ALTERNATIVE PROCESS:

- A. In the event the procedures described in A, B, and C above do not result in a disposal of the approved surplus property, the President/CEO shall be authorized to dispose of such surplus property to any person. If the disposal property is without commercial value, it may be donated, destroyed, or abandoned (by approved methods).
- B. Under the alternative procedure herein, if the value of the property is estimated to be more than one hundred dollars (\$100), but less than two hundred dollars (\$200), such property shall be sold to the highest responsible bidder after a request for bids, or by public auction.

In the event the value of the property is estimated to be two hundred dollars (\$200) or more, the property may be sold only to the highest responsible bidder, or by public auction, after

publication of notice not less than one (1) week no more than two (2) weeks prior to sale. The publication notice shall be in accordance with Florida Statutes 274.06.

PROCESS FOR RECOMMENDATION TO THE BOARD OF DIRECTORS FOR THE DISPOSAL OF SURPLUS REAL PROPERTY:

- A. The Board of Directors of the District must hold a public hearing to determine that the real property is not presently needed by the District for carrying out the purposes of Chapter 28924, Laws of Florida, as amended, that there is not a future need for the property, and that the property should be declared surplus.
- B. The public hearing must be held at either a regular meeting or a special meeting called for such purpose after publishing a notice in a newspaper of general circulation specifically describing the real property proposed to be declared surplus; this notice must be published at least fourteen (14) days prior to the holding of a special meeting.
- C. After the Board determines by resolution that real property is surplus, it must obtain an appraisal of the property from an independent appraiser.
- D. After receipt of the appraisal, the District may negotiate an exchange of the surplus property for other property needed by the District so long as the district obtains consideration equivalent to the appraised value of the surplus property.
- E. In the alternative, the District may sell the surplus property after advertising the same for sale in a newspaper of general circulation at least fourteen (14) days prior to the date of receipt of bids. The District must require sealed bids, reserving the right to reject all bids. The surplus property may be sold only to the highest bidder for cash.

EXHIBIT "B"

LEGAL DESCRIPTION OF THE PROPERTY

The Property is identified as 2210 Cheney Highway, Titusville, Brevard County, Florida 32780, and by the Brevard County Property Appraiser as Parcel ID 22-35-21-00-00504.0-0000.00, and is legally described as follows:

The land referred to herein below is situated in the County of Brevard, State of Florida, and is described as follows:

A parcel of land lying in Section 21, Township 22 South, Range 35 East, lying north of the right-of-way of State Road No. 50 per O.R. Book 1610, Page 767, south and west of the centerline of a perpetual drainage easement per O.R. Book 1610, Page 767 (at page 782) and east of the east right-of-way line of ZOLTAN DRIVE as shown on the plat of "THE HAMLET PHASE ONE" per Plat Book 33, Page 9, all as recorded in the Public Records of Brevard County, Florida and being more particularly described as follows:

Commence at the southwest corner of the Southwest 1/4 of said Section 21; thence N. 89°53'00" E. along the south line of said Southwest 1/4 a distance of 24.85 feet to an intersection with the southerly extension of the east right-of-way line of said ZOLTAN DRIVE; thence N. 00°33'57" E. along said extension, a distance of 57.00 feet to a point on the north right-of-way line of State Road No. 50, said point being the Point of Beginning of the lands herein described; thence continue N. 00°33'57" E. along said extension and east right-of-way line a distance of 442.65 feet to a point on said centerline of the perpetual drainage easement; thence departing said east right-of-way line and along said centerline the following three (3) courses to wit: N. 89°53'00" E. a distance of 1,295.10 feet; S. 00°21'00" E. a distance of 246.88 feet; S. 00°07'00" E. a distance of 195.74 feet to a point on said north right-of-way line of State Road No. 50; thence departing said centerline, S. 89°53'00" W. a distance of 1,301.38 feet to the Point of Beginning.

EDUCATION COMMITTEE

Billie Fitzgerald, Chairperson
Maureen Rupe, Vice Chairperson
Robert L. Jordan, Jr., C.M. (ex-officio)
Ashok Shah, M.D.
Stan Retz, CPA
Elizabeth Galfo, M.D.
Herman A Cole, Jr.
Jerry Noffel
Billy Specht
Aluino Ochoa, M.D.
George Mikitarian, President/CEO (Non-voting)

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE
MONDAY, DECEMBER 4, 2023
IMMEDIATELY FOLLOWING EXECUTIVE SESSION
FIRST FLOOR CONFERENCE ROOM 2/3/4/5**

CALL TO ORDER

- I. Review and Approval of Minutes

Motion to approve the minutes of the October 2, 2023 meeting.
- II. Parrish Laboratory Modernization – Dr. Carmona/Mr. Hendricks
- III. Other
- V. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE EDUCATION COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110.

THIS NOTICE WILL FURTHER SERVE TO INFORM THE PUBLIC THAT MEMBERS OF THE BOARD OF DIRECTORS OF NORTH BREVARD MEDICAL SUPPORT, INC. MAY BE IN ATTENDANCE AND MAY PARTICIPATE IN DISCUSSIONS OF MATTERS BEFORE THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE. TO THE EXTENT OF SUCH DISCUSSION, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT, BOARD OF DIRECTORS EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS COMMITTEE AND NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.

**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS
COMMITTEE**

A regular meeting of the Educational, Governmental and Community Relations Committee of the North Brevard County Hospital District operating Parrish Medical Center was held on October 2, 2023, at 1:57 p.m. in Conference Room 2/3/4/5, First Floor. The following members were present:

Billie Fitzgerald, Chairperson
Maureen Rupe, Vice Chairperson
Robert L. Jordan, Jr., C.M.
Elizabeth Galfo, M.D
Ashok, Shah, M.D.
Stan Retz, CPA
Jerry Noffel
Billy Specht
Herman A. Cole, Jr.
Aluino Ochoa, M.D
George Mikitarian (non-voting)

Member(s) Absent:
None

CALL TO ORDER

Ms. Fitzgerald called the meeting to order at 1:57 p.m.

REVIEW AND APPROVAL OF MINUTES

The following motion was made by Mr. Jordan, seconded by Dr. Galfo, and approved (10 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOVED TO APPROVE THE MINUTES OF AUGUST 7, 2023
EDUCATION COMMITTEE MEETING, AS PRESENTED.***

BOARD ASSESSMENT QUESTIONNAIRE

Mr. Lifton provided an introduction and overview of the Board Self-Assessment to be conducted, noting the results will be provided at the November 6, 2023 meeting.

BURRELL COLLEGE OF OSTEOPATHIC MEDICINE

Ms. Ramos presented the opportunity of PMC hosting Medical School students from Burrell College of Osteopathic Medicine to shadow with PMC physicians. Discussion ensued and the committee declined to proceed.

OTHER

No other items were presented for consideration by the committee.

ADJOURNMENT

There being no further business to come before the committee, the Educational, Governmental and Community Relations Committee meeting adjourned at 2:38 p.m.

Billie Fitzgerald
Chairperson



Healing Families – Healing Communities®

parrishmed.com

Foreword

- Lab Basics
- Core Lab History
- Pre-Install
- Installation
- Post-Install
- Benefits
- Field Trip



Laboratory - Basics

- Blood Specimens – tubes drawn from patients
- Analyzers – equipment that measures blood
- Automation – robots that move and process tubes

Hematology - Basics

- Examples:

Test	Red Blood Cells	White Blood Cells	Platelets
For	Blood Loss	Infection	Clotting

Chemistry - Basics

- Examples:

Test	Glucose	Troponin	Creatinine
For	Blood Sugar, Diabetes	Heart Attack	Kidney Problems

History

- Project started in 2019
- Replaced outdated lab analyzers



Pre-Installation

- Planning, Selection, Contracting
- Receive Analyzers, Validate Temporary Area
- Disassemble, Disposition Old Analyzers
- Construction, Inspection
 - Power, Water, HVAC, AHCA
- Ready to install Automation!

Pre-Installation

Disassembly



Installation

Receipt and Assembly



Validation



Post-Install







Benefits

- Hematology Capacity: 100% gain (200 vs. 100/hr)
- Chemistry Capacity:
 - Glucose: 100% gain (2400 vs 1200/hr)
 - Troponin: 15% gain (200 vs 170/hr)
- Automation Capacity: 76% gain

Benefits

- Reduced Hands-On Work
- Receive Specimen Automatically
- Automate Transport to Blood Cell Counter
- Release Results Automatically
- Store Tested Blood Tubes Easily
- Ability to Do More in Less Time

FIELD TRIP TOUR QUESTIONS?

DRAFT AGENDA
BOARD OF DIRECTORS MEETING - REGULAR MEETING
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
DECEMBER 4, 2023
NO EARLIER THAN 2:00 P.M.,
FOLLOWING THE LAST COMMITTEE MEETING
FIRST FLOOR, CONFERENCE ROOM 2/3/4/5

CALL TO ORDER

- I. Pledge of Allegiance
- II. PMC's Vision – *Healing Families – Healing Communities*
- III. Approval of Agenda
- IV. Recognitions(s)
 - A. Dr. Nimish Naik, M.D. – Fellowship in Infectious Disease
 - B. Dr. Kevat Patel, M.D. – Certification in Health Care Quality and Management
 - C. New Providers (memo included)
- V. Review and Approval of Minutes (October 2, 2023 Regular Meeting.)
- VI. Open Forum for PMC Physicians
- VII. Public Input and Comments***₁
- VIII. Unfinished Business***
- IX. New Business***
 - A. **North Brevard Medical Support, Inc, Liaison Report** –Mr. Retz
- X. Medical Staff Report Recommendations/Announcements
- XI. Public Comments (as needed for revised Consent Agenda)
- XII. Consent Agenda***
 - A. Finance
 1. Motion to recommend to the Board of Directors to declare the equipment listed in the requests for Disposal of Obsolete or Surplus Property Forms as surplus and obsolete and dispose of same in accordance with FS274.05 and FS274.96.

B. Executive Committee

1. Motion to recommend the Board of Directors adopt the Resolution of the Board of Directors of the North Brevard County Hospital District declaring as Surplus Real Property the property located at 2210 Cheney Highway, Titusville, FL 32780.

***1 Pursuant to PMC Policy 9500-154:

- non-agenda items – 3 minutes per citizen
- agenda items for board action -- 3 minutes per citizen, permitted prior to board discussion for regular agenda action items and prior to board action on consent agenda
- 10 minute total per citizen
- must be related to the responsibility and authority of the board or directly to an agenda item [see items marked ***]

XIII. Committee Reports

- A. Quality Committee
- B. Finance Committee
- C. Executive Committee
- D. Educational, Governmental and Community Relations Committee
- E. Planning, Physical Facilities & Properties Committee

XIV. Process and Quality Report – Mr. Mikitarian

- A. Other Related Management Issues/Information
- B. Hospital Attorney - Mr. Boyles

XVI. Other

XVII. Closing Remarks – Chairman

XVIII. Executive Session (if necessary)

ADJOURNMENT

NOTE: IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE/SHE WILL NEED A RECORD OF PROCEEDINGS AND, FOR SUCH PURPOSES, MAY NEED TO ENSURE A VERBATIM RECORD OF THE PROCEEDINGS IS MADE AND THAT THE RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PERSONS WITH A DISABILITY WHO NEED A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADMINISTRATIVE OFFICES AT 951 NORTH WASHINGTON AVENUE, TITUSVILLE, FLORIDA 32796, AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. FOR INFORMATION CALL (321) 268-6110.

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ANY MEMBER OF THE PUBLIC THAT WILLFULLY INTERRUPTS OR DISTURBS A MEETING OF THE BOARD OF DIRECTORS IS SUBJECT TO REMOVAL FROM THE MEETING BY AN OFFICER AND SUCH OTHER ACTIONS AS MAY BE DEEMED APPROPRIATE AS PROVIDED IN SECTION 871.01 OF THE FLORIDA STATUTES.

DRAFT
NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING
PARRISH MEDICAL CENTER
BOARD OF DIRECTORS – REGULAR MEETING

A regular meeting of the Board of Directors of the North Brevard County Hospital District operating Parrish Medical Center (the District) was held at 2:38 p.m. on October 2, 2023 in Conference Room 2/3/4/5, First Floor. The following members were present:

Robert L. Jordan, Jr., C.M., Chairperson
Stan Retz, Vice Chairperson
Herman A. Cole, Jr.
Ashok Shah, M.D.
Billie Fitzgerald
Maureen Rupe
Billy Specht
Jerry Noffel

Member(s) Absent:
Elizabeth Galfo, M.D. (excused)

A copy of the attendance roster of others present during the meeting is appended to the file copy of these minutes.

CALL TO ORDER

Mr. Jordan called the meeting to order at 2:38 p.m. and determined a quorum was present per Article 1.1.4 of the District Bylaws.

PLEDGE OF ALLEGIANCE

Mr. Jordan led the Board of Directors, staff and public in reciting the Pledge of Allegiance.

PMC’S VISION – *Healing Families – Healing Communities*®

Mr. Jordan led the Board of Directors, staff and public in reciting PMC’s Vision – *Healing Families – Healing Communities*®.

APPROVAL OF MEETING AGENDA

Mr. Jordan requested approval of the meeting agenda in the packet as revised. Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Shah, and approved (8 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED TO APPROVE THE REVISED MEETING AGENDA OF THE BOARD OF DIRECTORS OF THE DISTRICT AS PRESENTED.

RECOGNITIONS

Mr. Jordan wished Mr. Specht happy birthday.

REVIEW AND APPROVAL OF MINUTES

Discussion ensued and the following motion was made by Mr. Cole, seconded by Dr. Shah, and approved (8 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVE TO APPROVE THE MINUTES OF THE AUGUST 7, 2023, REGULAR MEETING OF THE BOARD OF DIRECTORS, AS PRESENTED.

OPEN FORUM FOR PMC PHYSICIANS

There were no physician comments.

PUBLIC COMMENTS

There were no public comments.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

MEDICAL STAFF REPORT RECOMMENDATIONS/ANNOUNCEMENTS

Discussion ensued and the following motion was made by Mr. Cole, seconded by Mr. Specht, and approved (8 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOVED THAT THE BOARD OF DIRECTOR'S OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT APPROVE TO APPOINT REGAN WAGNER AS CONTENT EXPERT ON THE INFECTION CONTROL COMMITTEE AS REQUIRED BY JC IC.01.01.01 EP6.

CONSENT AGENDA

Discussion ensued regarding the consent agenda, and the following motion was made by Mr. Cole, seconded by Mr. Retz, and approved (8 ayes, 0 nays, 0 abstentions).

ACTION TAKEN: MOTION TO APPROVE THE FOLLOWING REVISED CONSENT AGENDA ITEMS:

Consent Agenda

A. Finance

1. Motion to Recommend the Board of Directors Approve the FY 2024 Capital Budget in the amount of \$ 2,000,000.00.
2. Motion to recommend to the Board of Directors to declare the equipment listed in the requests for Disposal of Obsolete or Surplus Property Forms as surplus and obsolete and dispose of same in accordance with FS274.05 and FS274.96.

B. Executive Committee

1. Motion to recommend to the Board of Directors to approve the resolution of the Board of Directors of the North Brevard County Hospital District authorizing defense of the Qui Tam Action on behalf of the District and the Executive Employees of the District named therein.

COMMITTEE REPORTS

Quality Committee

Mr. Jordan reported all items were covered during the Quality Committee meeting.

Finance Committee

Mr. Cole reported all items were covered during the Finance Committee meeting.

Executive Committee

Mr. Retz reported all items were covered during the Executive Committee meeting.

Educational, Governmental and Community Relations Committee

Ms. Fitzgerald reported that all items were covered during the Educational, Governmental and Community Relations Committee meeting.

Planning, Physical Facilities and Properties Committee

Mr. Jordan reported the Planning, Physical Facilities and Properties Committee did not meet.

PROCESS AND QUALITY REPORT

No additional information was presented.

Hospital Attorney

Legal counsel had no report.

OTHER

Mr. Morak shared that the JPMF Gala is November 4, 2023, adding that tickets and sponsorships were still available. Mr. Morak thanked Mr. and Mrs. Boyles along with Gray Robinson as the top sponsor.

Mr. Cole announced that the North Brevard Rotary Club would be hosting a beverage tasting event at Sandpoint Park on October 7, 2023, from 1-5p.m. The beneficiary of the event is Sandpoint Park and the all-inclusive improvements to the park.

CLOSING REMARKS

There were no closing remarks.

ADJOURNMENT

There being no further business to discuss, the Parrish Medical Center Board of Directors meeting adjourned at 2:46 p.m.

Robert L. Jordan, Jr., C.M.
Chairman

MEDIA ADVISORY

CONTACTS:

Natalie Sellers, MS, APR, SSC, FACHE
Sr. Vice President, Communications, Community & Corporate Services
Tara Boers, Communications Specialist
Email: communications@parrishmed.com



951 N. Washington Ave.
Titusville, FL 32796
321-268-6111

parrishhealthcare.com

Nimesh H. Naik, MD, Parrish Medical Center Infectious Disease Doctor Earns National Distinction Among 219 Distinguished Physicians, Scientists Receiving Infectious Diseases Society of America Honors

TITUSVILLE, FL (Nov. 20)— Nimesh H. Naik, MD, of Parrish Medical Center, has been named a Fellow by the Infectious Diseases Society of America (IDSA). Fellowship in IDSA (FIDSA) is one of the highest honors in the field of infectious diseases. It recognizes distinguished physicians and scientists from the United States and around the world who have achieved professional excellence and provided significant service to the profession.

Dr. Naik is a graduate of the University of Zambia, Lusaka, Zambia, and completed Infectious Disease training at Buffalo University, The State University for New York (SUNY). He currently practices at Parrish Medical Center in Titusville Florida. His particular areas of interest are Actinomycosis (a long-term (chronic) bacterial infection that commonly affects the face and neck), HIV/AIDS, Hepatitis viral infections, as well as bone and joint infections.

“The 219 individuals chosen to receive the FIDSA designation this year are on the front lines of discovery, patient care and public health, and we are proud to honor their work and dedication,” said Carlos del Rio, MD, FIDSA, president of IDSA. “These ID physicians and scientists represent the passion and commitment needed to educate leaders around the globe about current and future health threats. We all benefit from their pivotal contributions to our local communities and expertise within the field of medicine. I am proud to work and learn alongside them.”

“On behalf of the Medical Staff, our entire family of Parrish Healthcare Care Partners, and the patients we have the honor serve, I extend our heartfelt congratulations to Dr. Naik for earning this distinguished honor. Being recognized by ones’ peers is indeed among the highest honors,” said Parrish Medical Center Medical Staff President Aluino L. Ochoa, MD.

Applicants for IDSA Fellowship must be nominated by their peers and meet specified criteria that include continuing identification with the field of infectious diseases, national or regional recognition and publication of their scholarly work. Nominees are reviewed and elected by the IDSA Board of Directors. Fellows of IDSA work in many different settings, including clinical practice, teaching, research, public health and health care administration.

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About IDSA

The Infectious Diseases Society of America (IDSA) is an organization of over 12,000 physicians, scientists, public health experts and other health care professionals dedicated to promoting health through excellence in infectious diseases research, education, prevention and patient care. The Society was founded in 1963 and is based in Arlington, Virginia. For more information, see www.idsociety.org.

About Parrish Healthcare

Parrish Healthcare, America’s first Joint Commission Integrated Care Certified network, includes: Parrish Medical Center, a Mayo

Clinic Care Network member and one of the nation’s most recognized hospitals for clinical quality, patient safety, and healing environments; Parrish Medical Group, NCQA certified patient-centered medical homes; and Florida Health Network, a coalition of healthcare providers, insurers and others working together to improve quality and safety and lower healthcare costs on behalf of individuals, families and businesses.



MEDIA ADVISORY

CONTACTS:

Natalie Sellers, MS, APR, SSC, FACHE
Sr. Vice President, Communications, Community & Corporate Services
Tara Boers, Communications Specialist
Email: communications@parrishmed.com



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321-268-6111

parrishhealthcare.com

Kevat Patel, MD, Parrish Healthcare Earns Certification in Health Care Quality and Management

TITUSVILLE, FL (Nov. 27)— Kevat Patel, MD, of Parrish Healthcare received his certification in Health Care Quality & Management (HCQM) from the American Board of Quality Assurance and Utilization Review Physicians (ABQAURP).

Earning the HCQM Certification demonstrates that the practicing professional has practical knowledge and tools that can reduce medical errors, ensure patient safety, eliminate waste and unnecessary services, while avoiding potentially harmful delays in care.

Certification demonstrates accountability. The result is a safer, more efficient and cost-effective system that better satisfies the needs of patients, providers, purchasers, and payers. Professionals achieving this certification are deeply committed to patient safety, health care quality, and effective care.

Dr. Patel serves as the Medical Director for Parrish Medical Group, and is the Director of the Hospitalist group at Parrish Medical Center where he also serves as Chair, of the Department of Medicine.

Dr. Patel is an active member of the Society of Hospital Medicine, American Medical Association, American College of Physicians and a contributing member of the Harvard Alumni in Healthcare. Having conducted extensive research in his area of expertise with publication in many academic journals, Dr. Patel is passionate about the fields of Primary Care medicine, Hospitalist medicine, Behavioral Health and Epidemiology.

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About Parrish Healthcare

Parrish Healthcare, America's first Joint Commission Integrated Care Certified network, includes: Parrish Medical Center, a Mayo Clinic Care Network member and one of the nation's most recognized hospitals for clinical quality, patient safety, and healing environments; Parrish Medical Group, NCQA certified patient-centered medical homes; and Florida Health Network, a coalition of healthcare providers, insurers and others working together to improve quality and safety and lower healthcare costs on behalf of individuals, families and businesses.

About Parrish Medical Group

Parrish Medical Group, a Parrish Healthcare integrated care partner, is North Brevard's largest network of primary care physicians and specialists. PMG's physicians are specialized in many areas of medicine and together, have one common goal – to provide

coordinated, comprehensive healthcare to its patients. PMG physicians recently united to better serve patients from Port Canaveral and Port St. John to Titusville. In practice as independent physicians for many years, Parrish Medical Group represents family practice and internal medicine along with many specialties. Visit parrishmedgroup.com or call 321-268-6111.



Kevan Patel, MD



Healing Families – Healing Communities®

parrishhealthcare.com

Welcome New Providers

Haroon Chughtai, MD, Interventional Cardiologist

Medical School: Quaid-e-Azam
Medical College / Punjab Medical
College, Punjab, Pakistan

Residency: Internal Medicine – Mount
Sinai School of Medicine

Fellowship: Wake Forest University
Health Services, Saint Joseph Mercy
Hospital, Saint John Medical Hospital



Welcome New Providers

Bernardo Medina, MD, Anesthesiologist

Medical School:

University of Connecticut School
of Medicine

Intern: University of Miami

Residency:

Anesthesiology Residency
Baystate Medical Center



Welcome New Providers

Earl Mark Brewster JR, MD, FACOG

Medical School: University of the West
Indies School of Medicine

Residency: OBGYN Morehouse School
of Medicine

Fellow American Association of
Obstetricians and Gynecologists

Fellow American Academy of
Gynecologic Laparoscopists

Fellow American Academy of Cosmetic
Surgeons



Welcome New Providers

GUADALUPE RODRIGUEZ, M.D.FACOG

Medical School:

University of Guadalajara School of
Medicine

Residency:

Mount Sinai School of Medicine

Board certified Obstetrics and
Gynecology

Board Certified in Anti-Aging and
Regenerative Medicine



Welcome New Providers

Rafael G. Montalvo, MD

Medical School:

Ponce School of Medicine, Ponce, PR

**Residency: University of Texas Health Science
Center, Houston**

**Fellowship: University of Texas Health Science
Center, Cardiothoracic Anesthesia Fellowship**

**Fellowship: University of Texas Health Science
Center, Pain Management**



Welcome New Providers

Kevin Souza, MD

Medical School: University of Colorado Anschutz Medical Campus, Aurora, CO

Residency: Larkin Community Hospital, South Miami FL



**NORTH BREVARD COUNTY HOSPITAL DISTRICT
OPERATING PARRISH MEDICAL CENTER
MEDICAL EXECUTIVE COMMITTEE MEETING – REGULAR SESSION MINUTES
November 21, 2023 @ 5:30pm**

Present: M. Navas, MD, K. Patel, MD, G. Cuculino, MD, C. Manion, MD,
C. Fernandez, MD, R. Patel, MD, L. Stuart, MD, P. Carmona, MD, G. Mikitarian,
A. Ochoa, MD

Guest: Introduction of Lisa Dickerson, VP/CNO

Absent: C. Jacobs, MD , K. George, MD, B. Mathews, MD, H. Cole, C. McAlpine

A meeting of the Medical Executive Committee of the North Brevard County Hospital District operating Parrish Medical Center was called to order on October 17, 2023 at 5:30pm in the Conference Center. A quorum was determined to be present.

CALL TO ORDER.

Dr. Ochoa called the meeting to order at 5:32 pm.

Dr. Ochoa introduced Lisa Dickerson, VP/CNO welcoming her to Parrish Healthcare. Ms Dickerson provided a brief overview of her career in healthcare and thanked the Medical Staff for their warm welcome. After, having excused herself, Dr. Ochoa continued with the Agenda.

I. REVIEW AND APPROVAL OF MINUTES

Motion to approve the Regular Session minutes of October 17, 2023 as written and distributed *was made by Dr. Navas, seconded by Dr. Stuart and unanimously approved.*

2. OLD Business: None.

3. NEW Business:

a. Dr. Cuculino – Safety Concern – Second Troponin

Dr. Cuculino expressed his concern that a critical lab value was not called back to the Physician despite the value.

Dr. Carmona noted that PER THE POLICY the patient's condition was already established with the second troponin, and that the ongoing review of the labs went hand in hand with a heightened awareness of the patient's condition by the physician. He further noted that per the Cardiologist review, would the care plan for this patient have changed with the additional call. Dr. Cuculino noted in this case, no, however he has experienced another Cardiologist where the care plan did change, and given the inconsistency, he thought it justified the additional phone call.

Dr. Rajan stressed that it was so much the number, it was the DELTA of the two values that required attention.

Ultimately the conversation resulted in both parties agreeing that the cardiologists are the best arbiters of this and to defer to their judgement when available.

4. Policies requiring MEC approval: (The policies were distributed for review electronically November 3, 2023)

9900-71 Admission/Discharge/Transfer During a Code Purple

The words CODE PURPLE were replaced with the word Hurricane, policy was reformatted to current standard, workflow updated to include MEC/President/CEO.

9950-40 Department of Medicine Reinstatement of Admitting Privileges

No edits to the content, the policy was reformatted to current standard, workflow changed to MEC/President/CEO.

Policy Guiding OPPE and FPPE General Policy Initial Appointment and Modification to Privilege. No edits to the content, the policy was reformatted to the current standard, workflow changed to MEC/President/CEO.

Criteria for Global Endometrial Ablation Credentialing

Reviewed by M. Navas, MD, without edits. The policy format was updated to current standard, workflow changed to MEC/President/CEO.

Criteria for Credentials for Capsule Endoscopy

Reviewed by K. George, MD, without edits. The policy format was updated to current standard, workflow changed to MEC/President/CEO.

Review Procedure, 9900-30 (Procedure for Notice and Medical Staff participation in changes or additions to Board Bylaws)

Reviewed by J. Rojas, MD, without edits. The policy format was updated to current standard and workflow changed to MEC/President/CEO.

Department Procedure for Temporary Privileges: Locum Tenens

No edits to content, the policy format was updated to current standard and workflow changed to MEC/President/CEO.

Department Policy for Requirements for Establishment of Competency in

Obstetrics The Policy was reviewed by R. Henry, MD without edits however, the link provided for recommended coursework was noted to be no longer valid and was updated to reflect the correct link. The format was made current, the workflow changed to MEC/President/CEO.

Establishing Criteria for Credentials in Telemedicine

No edits to content, the format was made current, the workflow changed to MEC/President/CEO.

Abbreviations Management

No edits to content, the format was made current, the workflow changed to MEC/President/CEO.

A MOTION WAS MADE BY DR. RAJAN TO APPROVE THE POLICIES AS WRITTEN AND DISTRIBUTED. THE MOTION WAS SECONDED BY DR. STUART AND UNANIMOUSLY APPROVED.

5. Committee Reports:

- October 23, 2023 EMR Committee (*attached*)
- November 13, 2023 Credentials & Medical Ethics REGULAR (*attached*)

MOTION TO ENTER THE COMMITTEE REPORTS INTO THE RECORD AS WRITTEN AND DISTRIBUTED WAS MADE BY DR. CUCULINO, SECONDED BY DR. RAJAN AND UNANIMOUSLY APPROVED.

Department Reports:

- October 25, 2023 Department of Emergency Medicine (*attached*)

MOTION TO APPROVE the DEPARTMENT OF EMERGENCY MEDICINE MINUTES OF OCTOBER 25, 2023 INTO THE RECORD AS WRITTEN AND DISTRIBUTED WAS MADE BY DR. STUART, SECONDED BY DR. NAVAS AND UNANIMOUSLY APPROVED.

Lab Critical Values 10-26-2023

MOTION TO APPROVE THE LAB CRITICAL VALUES (10-26-2023) AS WRITTEN AND DISTRIBUTED WAS MADE BY DR. FERNANDEZ, SECONDED BY DR. CARMONA AND UNANIMOUSLY APPROVED.

6. The Meeting of the Board of Directors September 11, 2023

Quality Committee – (*attached*)

The Regular Session (*attached*)

THE MINUTES OF THE BOARD OF DIRECTORS SEPTEMBER 11, 2023 MEETING (REGULAR SESSION & QUALITY COMMITTEE) WERE ENTERED INTO THE RECORD AS WRITTEN AND DISTRIBUTED.

I. CONSENT AGENDA - STANDING ORDERS

- General Surgery Preoperative (E1053ad) - Added Indocyanine Green, Modified Diet section with NPO adjustments, Added Pregnancy Test for Age < 55 under Laboratory and above Cardiology, Modified Indocyanine Green Label Comments, Added Initiate IV Access under Nursing Orders w/ Intervention Text for Robotics, Replaced Primary Procedure with Schedule Surgical Procedure under General.

- Urinary Tract Infection - Adult (E3649abc) - Multiple revisions, review as if new.
- Telemetry Orders (E353abc) - Removed the external defibrillator order, atropine order, lorazepam and temazepam orders, Unselected the aspirin order, Unselected and changed to a single troponin, Added Thyroid Profile wRfx FT4 to Labs, Removed the Lidocaine order.
- Covid-19 Care (E3622abc) - New Order Set created from combination of Covid-19 Hospitalist and Covid-19 Treatment E3603.
- Covid-19 Treatment (E3603) - Retiring.
- Preeclampsia/Gestational Hypertension (E345ab) - Retiring

MOTION TO APPROVE THE CONSENT AGENDA OF NOVEMBER 13, 2023 (ISSUED PRIOR ELECTRONICALLY) AS WRITTEN AND DISTRIBUTED WAS MADE BY DR. R. PATEL, SECONDED BY DR. STUART AND UNANIMOUSLY APPROVED.

7. **Report from Administration:** Mr. Mikitarian referenced the Bill considering the future of the organization and welcomed any questions. There were none.

Report from the Board. None, Mr. Cole was not in attendance.

Open Forum: None

**There being no further business the meeting concluded at 5:48pm.
NEXT MEETING DECEMBER 19, 2023**

**Aluino Ochoa, MD
President, Medical Staff**

**Christopher Manion, MD
Secretary/Treasurer, Medical Staff**