



## MEMORANDUM

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**To:** Board of Directors

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

**From:** George Mikitarian  
President/CEO

**Subject:** Board/Committee Meetings – January 8, 2024

**Date:** January 4, 2024

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**The Pension Committee will meet at 11:00 a.m. in the first-floor conference room.**

**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.**

**Pension Administrative Committee:**

Stan Retz, Chairperson (January 1, 2023 - December 31, 2025)

Chris McAlpine (February 4, 2022 – January 31, 2025)

Leigh Spradling (March 1, 2022 – March 1, 2024)

Casey Crouch (December 5, 2022 – March 1, 2023)

PARRISH MEDICAL CENTER  
PENSION ADMINISTRATIVE COMMITTEE MEETING  
JANUARY 08, 2024 @ 11:00 A.M.  
FIRST FLOOR CONFERENCE ROOM 2/3/4/5

CALL TO ORDER

- I. Review and approval of minutes of the Special Meetings (August 24, 2023, September 11, 2023 and December 08, 2023).

***Motion: To recommend approval of the August 24, 2023, September 11, 2023 and December 08, 2023 Special Meeting minutes as presented.***

- II. Update on Pension Plan and Trust
- III. Membership Renewal for Casey Crouch

***Motion: To recommend the Finance Committee approve the renewal of membership for Casey Crouch for a three-year term from March 02, 2023 through March 01, 2026.***

- IV. Other
- V. Adjournment

**PARRISH MEDICAL CENTER  
PENSION ADMINISTRATIVE COMMITTEE SPECIAL MEETING  
AUGUST 24, 2023**

The members of the Pension Administrative Committee met on August 24, 2023 at 10:03 a.m. The following representing a quorum, were present:

Pension Administrative Committee:

Stan Retz, Chairperson  
Chris McAlpine  
Leigh Spradling  
Casey Crouch

Others Present:

Natalie Sellers, Sr. VP Communications, Community & Corporate Services  
Stephanie Parham, Executive Office Manager

**Call to Order**

The meeting was called to order by the Chairperson at 10:03a.m.

**Pension Plan**

Mr. McAlpine reviewed the status of PMC's fully funded Pension Plan and presented options for termination of the plan. Discussion ensued, and the following motion was made by Ms. Spradling, seconded by Mr. Crouch, and approved without objection.

***Action: moved to approve the resolution to request Foster & Foster to perform an actuarial study regarding the costs associated with terminating the Pension Plan under the following two scenarios (i) assuming all participants receive a single lump sum distribution and (ii) assuming all active employees and deferred vested terminees not in pay status receive a single lump sum distribution but all retirees and beneficiaries in any status continue to receive their benefits via the purchase of annuity contracts.***

Mr. McAlpine noted the committee will meet again on September 11, 2023, for review of the actuarial study. If decision is made to move forward, a recommendation to approve will be sent to the Board of Directors.

**Adjournment**

There being no further business, the meeting was adjourned at 10:30 a.m.

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Stan Retz, Chairperson

**PARRISH MEDICAL CENTER  
PENSION ADMINISTRATIVE COMMITTEE MEETING  
SEPTEMBER 11, 2023**

The members of the Pension Administrative Committee met with certain members participating via phone on September 11, 2023 at 09:33 a.m. The following representing a quorum, were present or participating via phone:

Pension Administrative Committee:

Stan Retz, Chairperson  
Chris McAlpine (absent-excused)  
Leigh Spradling  
Casey Crouch

Others Present:

George Mikitarian, President/CEO  
Natalie Sellers Sr. Vice President, Communications, Community and Corporate Services  
Thomasina Middleton, Director of Finance  
Pamela Perez, Recording Secretary  
Lester Eljaiek, Vice President, CFO  
Rick Burke, Gray Robinson  
Tim Anderson, Anderson Financial Partners  
Doug Lozen, Foster and Foster via phone 9:53am

**Call to Order**

The meeting was called to order by the Chairperson at 09:33a.m.

**Review and Approval of Minutes**

The following motion was made by Ms. Spradling and seconded by Mr. Crouch and approved without objection:

*Action Taken: Motion to approve the PAC minutes of May 01, 2023 meeting as presented.*

**Pension Plan Actuarial Study, Determination of the Plan**

Mr. Burke reviewed two versions for consideration in regards to the termination of the Plan. Mr. Retz reviewed the recommendations from Foster & Foster.

Mr. Mikitarian emphasized that the employees will not be harmed but will benefit and Mr. Retz followed up with mentioning that the employees will not lose money. Mr. Crouch clarified his understanding of the two versions and pointed out that the retirees that take a lump sum will have a decrease in their monthly benefit amount from what they are currently receiving. Discussion regarding an incentive amount to be in addition to the retirees that take a lump sum would be offered so that their monthly amount would not change. The incentive will be pulled out of the reversion amount.

Pension Administrative Committee Meeting  
September 11, 2023

Discussion ensued and the following motion was made by Mr. Crouch, seconded by Ms. Spradling and approved without objection.

***Motion: To approve the Resolution referred to as version two (2), option to receive a single lump sum with an incentive or continue to receive their elected annuity benefit via the Plan's purchase of an annuity contract.***

### **Pension Membership Opening**

Mr. Retz made mention of the vacancy on the Pension committee. Recruitment will be initiated to fill the vacancy.

### **Other**

For legal purpose, counsel does not need to amend the Favorable Determination Letter as it is not required.

### **Adjournment**

There being no further business, the meeting was adjourned at 10:32a.m.

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Stan Retz, Chairperson

**PARRISH MEDICAL CENTER  
PENSION ADMINISTRATIVE COMMITTEE MEETING  
DECEMBER 08, 2023**

The members of the Pension Administrative Committee met with certain members participating via phone on December 08, 2023 at 10:44 a.m. The following representing a quorum, were present:

Pension Administrative Committee:

Stan Retz, Chairperson  
Chris McAlpine  
Leigh Spradling  
Casey Crouch

Others Present:

Natalie Sellers, Sr. VP Communications, Community and Corporate Services  
Pamela Perez, Recording Secretary  
Stephanie Parham, Executive Office Manager Administration  
Michael Sitowitz, Interim Controller  
Rick Burke, Gary Robinson  
Doug Lozen, Foster and Foster  
Julia Reyes-Mateo, Executive Director HR  
Christina Moats, Benefits Coordinator

**Call to Order**

The meeting was called to order by the Chairperson at 10:44a.m.

**Public Comment**

The following individuals presented questions and comments to the committee;  
Mr. Cecil Nixon, Ms. Cynthia Murphy, Ms. Elenita Elizarde, Ms. Teri McMillan and Ms. Diana Burnett.

**Pension Plan and Trust and 403(b) Plan Documents**

Atty. Burke presented two sets of documents for the Committee's review and approval, copy appended, to amend both the Pension Plan and Trust and the 403(b) Plan.

Discussion ensued and the following motion was made by Mr. Crouch, seconded by Mr. McAlpine and approved without objection.

***Motion: To approve the Plan Documents for the Pension Plan and Trust as presented.***

The following motion was made by Mr. Crouch, seconded by Ms. Spradling and approved without objection.

***Motion: To approve the Plan Documents for the 403 (b) plan as presented.***

**Pension Plan Communication**

Mr. McAlpine advised that there will be communication distributed immediately to confirm contact information for all Pension Plan participants and provide general information. Future communications will describe the Plan termination process going, including lump sum payments and the annuity product that will be made available to current plan payees.

**Pension Investment Policy Update**

The current Pension Investment Policy has been updated to comply with applicable requirements of Chapter 2023-28, Laws of Florida, including Section 112.662 along with regulations adopted by the Department of Management Services.

**Adjournment**

There being no further business, the meeting was adjourned at 11:30a.m.

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Stan Retz, Chairperson



## MEMORANDUM

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**TO:** Parrish Healthcare Care Partners

**FROM:** George Mikitarian, President/CEO 

**SUBJECT:** Parrish Medical Center (PMC) Pension Plan Update

**DATE:** December 21, 2023

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The PMC Pension Plan was frozen as of September 30, 2016. PMC introduced the Defined Contribution (DC) 403(b) effective October 1, 2016.

Employees vested, as of September 30, 2016, in the PMC Pension (DB) plan stopped accruing any additional dollars towards this plan. The employee's value in the Pension (DB) plan was frozen as of September 30, 2016.

During the September 2023 Board of Directors meeting, the following resolution to terminate the Plan, as recommended by the Pension Committee was approved:

*“Resolved that in order to liquidate the Plan’s Trust, the Committee has recommended that active employee participants and vested terminated participants who are not in pay status receive a single lump sum distribution of their benefits and retirees and disabled retirees in pay status shall have the option to receive a single lump sum distribution of their remaining pension benefit or continue to receive their elected annuity benefit via the Plan’s purchase of an annuity contract as part of the Plan termination process.”*

These meetings have been and are open to the public and minutes are posted on our website. No one should be concerned about not receiving the full value of their earned Pension benefit. Everyone will always receive every penny that they have earned. The Pension is overfunded, with more than enough to pay 100% of what has been earned.

As always, we will provide transparent, comprehensive communication to all Plan participants after all regulatory items are addressed. The important thing to remember is that EVERY employee vested, as of September 30, 2016, will receive the full amount of their earned benefit. Attached for your reference is a fact sheet.

Plan participants can contact the Parrish Medical Center Pension Service Center by phone at this toll-free number (866) 305-8846, Plan code 718 from 8 am-5pm (EST) with any questions.



## Pension (Defined Benefit) Plan Frequently Asked Questions



**Q. When did the PMC Pension (Defined Benefit) plan freeze?**

A. The PMC Pension (DB) Plan was frozen as of September 30, 2016. PMC introduced a Defined Contribution (DC) 403(b) effective October 1, 2016.

**Q. What does that mean?**

A. Employees vested, as of September 30, 2016, in the PMC Pension (DB) plan stopped accruing any additional dollars towards this plan. The employee's value in the Pension (DB) plan was frozen as of September 30, 2016. Employees began enrolling in the Defined Contribution (DC) 403(b) plan effective October 1, 2016.

**Q. Is the frozen Pension Plan being terminated?**

A. On September 11, 2023 the Board of Directors approved the following resolution to terminate the previously frozen pension plan: "Resolved that in order to liquidate the Plan's Trust, the Committee has recommended that active employee participants and vested terminated participants who are not in pay status receive a single lump sum distribution of their benefits and retirees and disabled retirees in pay status shall have the option to receive a single lump sum distribution of their remaining pension benefit or continue to receive their elected annuity benefit via the Plan's purchase of an annuity contract as part of the Plan termination process." The termination effective date is September 30, 2023.

**Q. What happens when the frozen Pension (DB) Plan terminates?**

A. Each participating employee will receive a "Notice of Intent to Terminate" from the Plan Administrator. In a standard termination, you will also receive a second letter describing the benefits you will receive, called the "Notice of Plan Benefits," generally no later than six months after the date proposed for your plan's termination.

**Q. Why is the Plan being terminated?**

A. Terminating the frozen Plan will give participants control over their retirement funds and will relieve the need to retain the financial liability and related expenses on PMC's books. After each participant is paid in full, the remaining funds will be reinvested to support the fulfillment of the system's mission.

**Q. How can an employer terminate a pension plan?**

A. An employer can end a pension Plan in a standard termination when the Plan has enough money to pay all benefits owed to participants. In PMC's case, there is more than enough money to pay all benefits owed to participants.

**Q. Why terminate the already frozen Plan?**

A. The plan has been frozen since 2016. It is no longer prudent to retain the financial liability given the options available to plan participants; options that will

- result in no cost or loss to plan participants;
- provide greater control over retirement funds to the plan participants;
- provide access to professional financial advisory services – at no cost to plan participants

## Pension (Defined Benefit) Plan Frequently Asked Questions



- And, the remaining funds after paying each plan participants their benefit value will go back to the employer (PMC) to be reinvested to support the fulfillment of our mission. Such investments as Pay for Performance increases and other needed salary adjustments in response to market conditions.

**Q. What other retirement savings options are available to me?**

A. Effective October 1, 2016, we introduced the Defined Contribution Plan (403b). The plan is similar to traditional 401K plans and is portable. Benefits eligible employees may enroll in this retirement savings program upon hire and during benefits open enrollment. You also have financial wealth advisory services available through our Employee Assistance Program.

**Q. Who do I contact if I have more questions?**

A. Plan participants can contact the Parrish Medical Center Pension Service Center by phone at this toll-free number (866) 305-8846, Plan code 718 from 8 am-5pm (EST) with any questions.

PMC Pension Administrative Committee meetings are open to the public, and the meeting notices are published in the Florida Today newspaper as well as on the website [www.parrishhealthcare.com](http://www.parrishhealthcare.com). No one should be concerned about not receiving the full value of their earned Pension benefit. Everyone will always receive every penny that they have earned. The Pension is overfunded, with more than enough to pay 100% of what has been earned.

As always, we will provide transparent, comprehensive communication to all Plan participants after all regulatory items are addressed. The important thing to remember is that EVERY employee vested, as of September 30, 2016, will receive the full amount of their earned benefit.

## **QUALITY COMMITTEE**

Elizabeth Galfo, M.D., Chairperson  
Robert L. Jordan, Jr., C.M. (ex-officio)  
Billy Specht  
Billie Fitzgerald  
Herman A. Cole, Jr.  
Dan Aton  
Stan Retz, CPA  
Maureen Rupe  
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, JANUARY 8, 2024  
12:00 P.M.  
FIRST FLOOR, CONFERENCE ROOM 2/3/4/5**

### **CALL TO ORDER**

- I. Dan Aton | Board Appointment – Mr. Jordan
- II. Mark Liston, Interim CFO – Ms. Sellers
- III. Approval of Minutes  

*Motion to approve the minutes of the November 6, 2023 meeting.*
- IV. Vision Statement
- V. My Story
- VI. Dashboard
- VII. Early Outcomes of Robotics Program – Ms. Cottrell
- VIII. Other
- IX. 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 November 6, 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  
Maureen Rupe  
Jerry Noffel  
Christopher Manion, M.D.  
Gregory Cuculino, M.D.  
Aluino Ochoa, M.D., President/Medical Staff  
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 Mr. Retz and approved (12 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION TO APPROVE THE SEPTEMBER 11, 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 James and the health technology at PMC working to ensure integrated, person and family centered care.

**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.

**SEPSIS REVIEW**

Ms. Cottrell presented the CDC Hospital Sepsis Program and processes in place at Parrish Medical Center.

**OTHER**

There was no other business brought before the committee.

**ADJOURNMENT**

There being no further business, the Quality Committee meeting adjourned at 12:36 p.m.

Elizabeth Galfo, M.D.  
Chairperson



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# Quality Agenda

**January 8, 2024**

1. Dan Aton | Board Appointment
2. Mark Liston, Interim CFO
3. Approval of Minutes
4. Vision Statement
5. My Story
6. Dashboard
7. Early Outcomes of Robotics Program
8. 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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# Marty's story

[Marty's story](#)



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# Dashboard



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# Performance dashboard

Description	Definition	Aug-Oct	Nov 22-Oct 23	Opportunity
Stroke	Stroke management compliance	79%	81%	Goal: 100%
Sepsis	Severe Sepsis and Septic Shock Management bundle compliance	50%	54%	Goal: 76%
Early Elective Delivery	Percentage of elective deliveries among mothers with uncomplicated pregnancies at 37 and 38 weeks gestation	0%	0%	Goal: 0%
Readmission	All cause 30 day readmissions	8.7%	8.5%	Goal: 8.0%
Person Centered flow	Inpatient and outpatient emergency department throughput	343	447	164 *weighted goal
Person Experience	Top box HCAHPs domain score for overall rating	51%	59%	Target: 76%

# Performance dashboard

Description	Definition	Aug-Oct	Nov 22-Oct 23	National Rate
CLABSI	Central Line Associated Bloodstream Infection	6.55	1.953	0.781
CAUTI	Catheter Associated Urinary Tract Infection	1.24	0.370	0.624
MRSA bacteremia	Hospital onset MRSA bacteremia	2.69	0.618	0.827
<i>C. difficile</i> infection	Hospital onset <i>C. difficile</i> infection	0.304	0.496	0.465
SSI	Combined Abdominal hysterectomy and colon procedures	1.64	0.662	0.884

# Early outcomes of robotics program



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## Quantified Performance

Experience meets performance

 12 million+

Procedures performed through 2022 using the da Vinci® surgical system<sup>1</sup>

 28 years

Experience refining the learning journey to provide a structured and measured training pathway for surgeons, physicians, and care teams

 34,000+

Peer-reviewed scientific articles that reference Intuitive technologies<sup>1</sup>

 7,500+

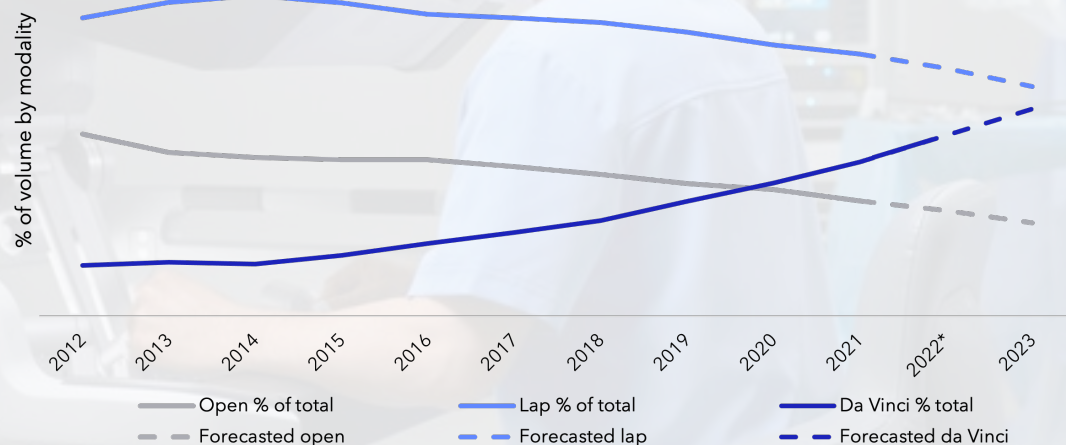
Da Vinci systems around the world<sup>1</sup>

1. As of December 2022.

Source: Intuitive 2022 earnings.

## Da Vinci is surpassing laparoscopy

US case modality trend\*



Procedures included: bariatrics, cholecystectomy, colorectal, foregut, inguinal hernia, ventral hernia, hysterectomy—benign and malignant, lung resection, nephrectomy—partial and radical, and prostatectomy procedures. Estimates based on open and lap data from IQVIA, and Intuitive internal data for robotic procedure volumes. Data on file at Intuitive. 2022\* uses 2021 IQVIA projected volumes for lap and open and 2022 da Vinci actuals.

## Preparing for the future

77%

of resident applicants believed robotic-assisted surgery would be very important to their future<sup>1</sup>

49%

growth from new surgeons trained on da Vinci® systems through a residency or fellowship<sup>2</sup>

2,000+

total equivalency certificates, 2022-2023 academic year<sup>3</sup>

1. Krause, W., Bird, J. The importance of robotic-assisted procedures in residency training to applicants of a community general surgery residency program. J Robotic Surg 13, 379-382 (2019). [108-0859-5](#)

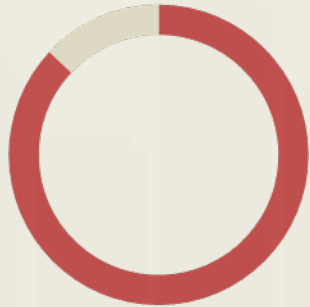
2. Information based on Intuitive internal data for 2022-2023 academic year.

3. July 1, 2022-June 30, 2023



# Total da Vinci practice: surgeon impact

Laparoscopy is tough on surgeons



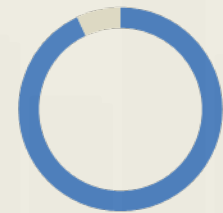
Up to  
**87%**

of surgeons suffer from symptoms or injuries due to high laparoscopic volumes<sup>1,2</sup>



**93%**

of surgeons believe that performing surgical procedures on the da Vinci system will **extend their career** compared to laparoscopy.<sup>3</sup>



1. Park A, Lee G, Seagull FJ, Meenaghan N, Dexter D. Patients benefit while surgeons suffer: an impending epidemic. J Am Coll Surg. 2010;210(3):306-313. doi:10.1016/j.jamcollsurg.2009.10.017
2. Epstein S, Sparer EH, Tran BN, et al. Prevalence of work-related musculoskeletal disorders among surgeons and interventionalists: a systematic review and meta-analysis. JAMA Surg. 2018;153(2):e174947.
3. Results are from a market research survey based on perceptions of 150 surgeons conducted in the US in November 2022 (General Surgeons, n=100; Bariatric Surgeons, n=50)

# Robotics program

## Robotic Assisted Surgery begins

- First case performed May 11, 2023
- First 12 cases performed in first 30 days
  - Ventral hernia
  - Inguinal hernia
  - Cholecystectomy

# Robotics program

**2023**

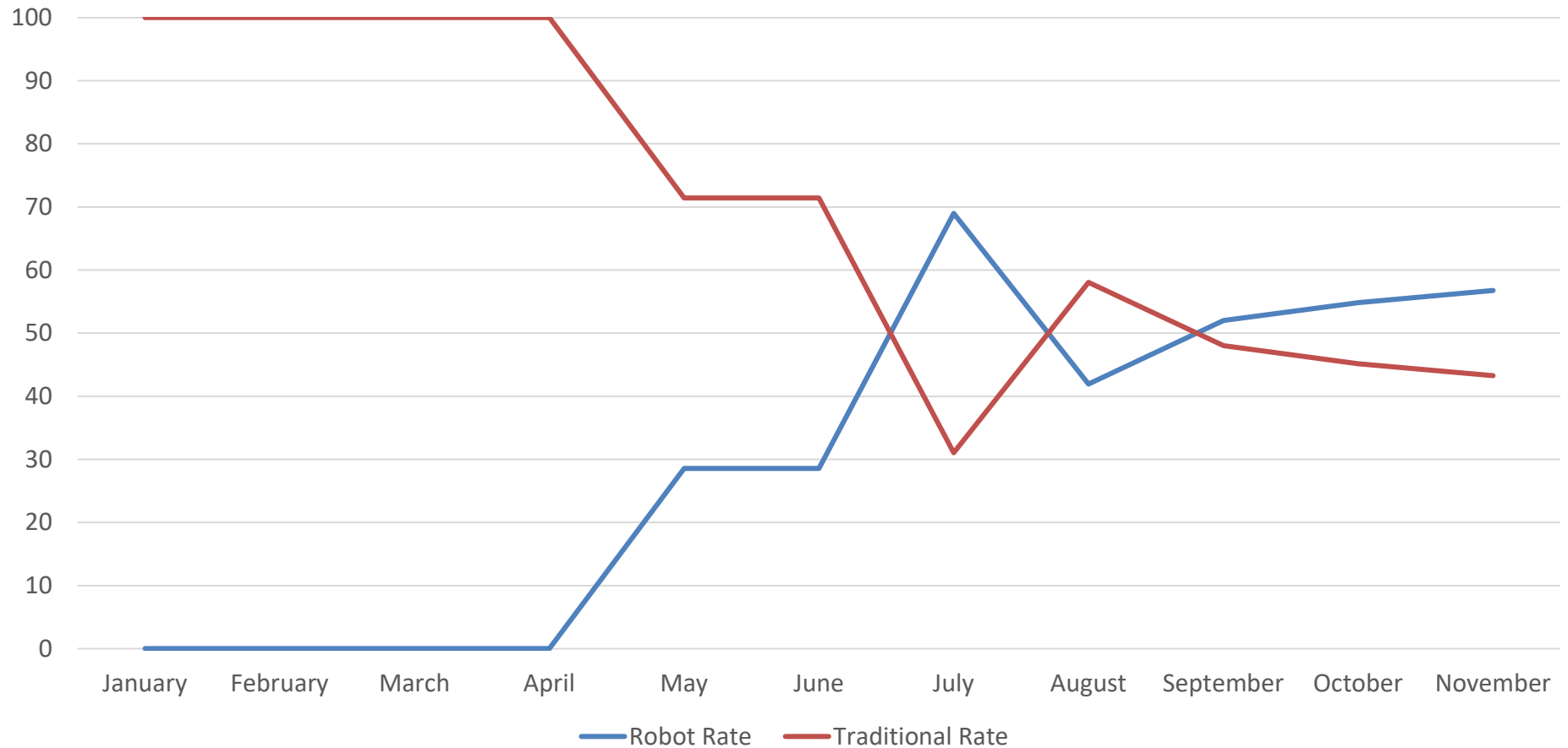
- 134 Robotic Cases
- Reduced open surgery by 33 cases
- Prevented 13 procedures from being referred out
- 4 surgeons and 3 specialties trained

# Robotics program

## Credentialed providers

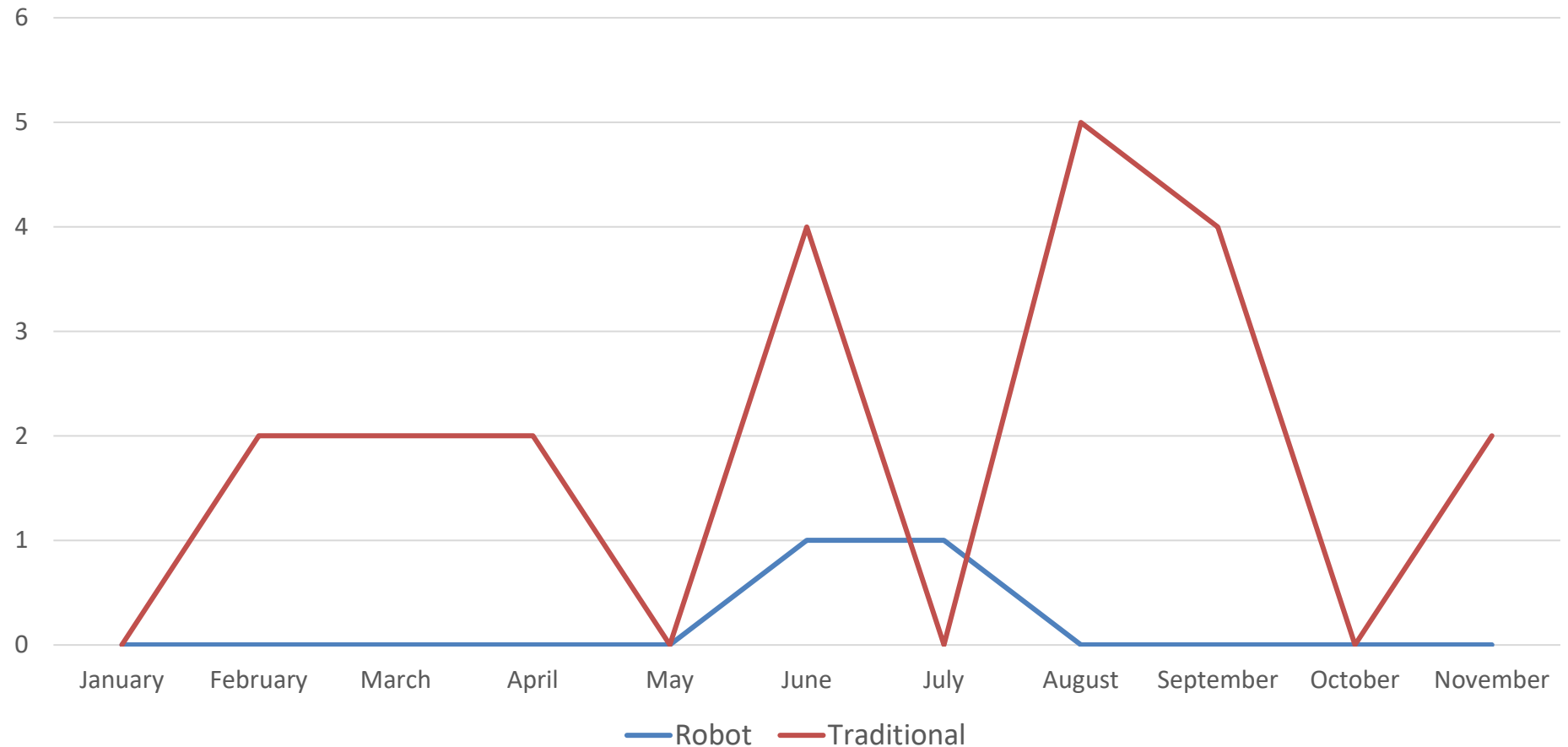
- Dr. Beibei Oelrich
- Dr. Alphonse Pecoraro
- Dr. Tanya Taival
- Dr. John Zambos

# Total Procedures



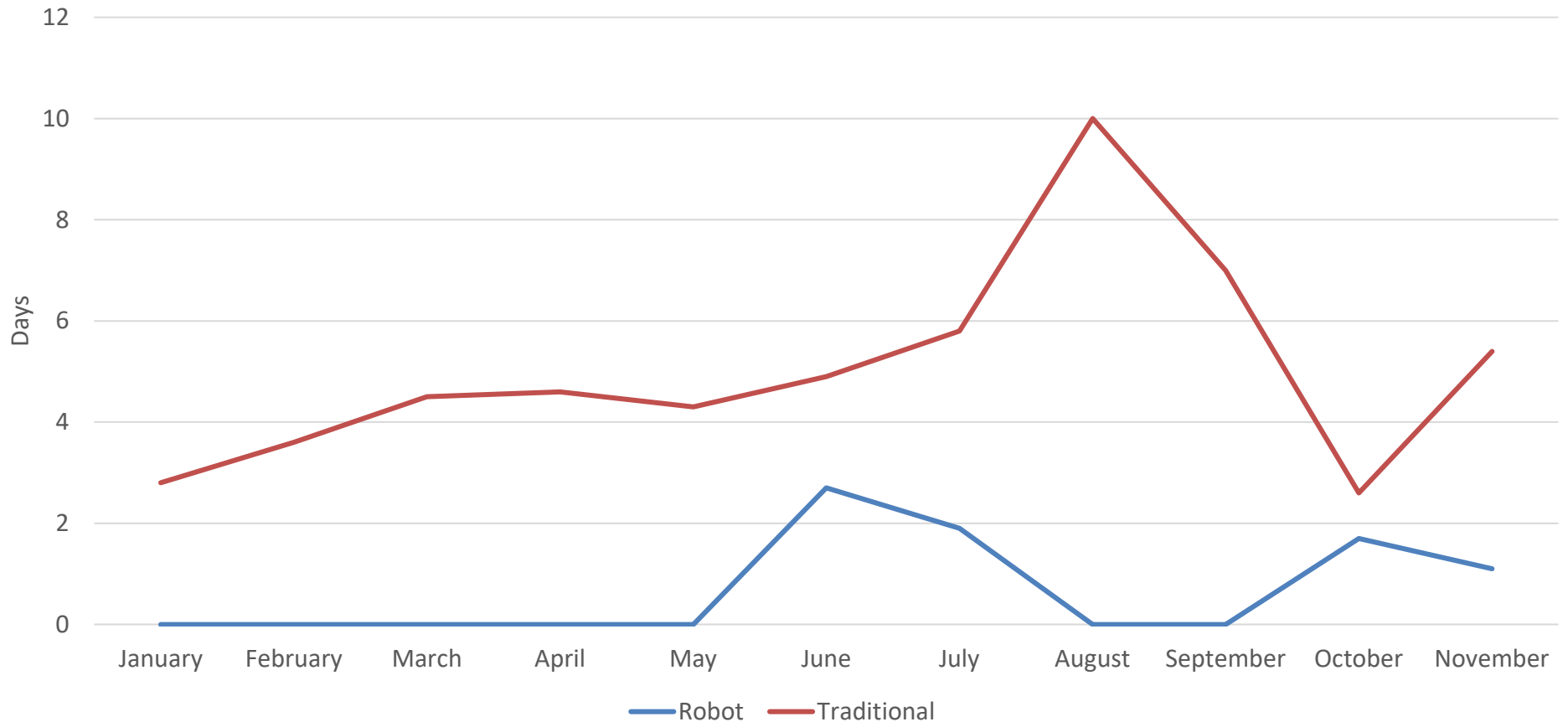
Procedures included: Colectomy, Hysterectomy, Inguinal hernia, umbilical hernia, oophorectomy

# Complications



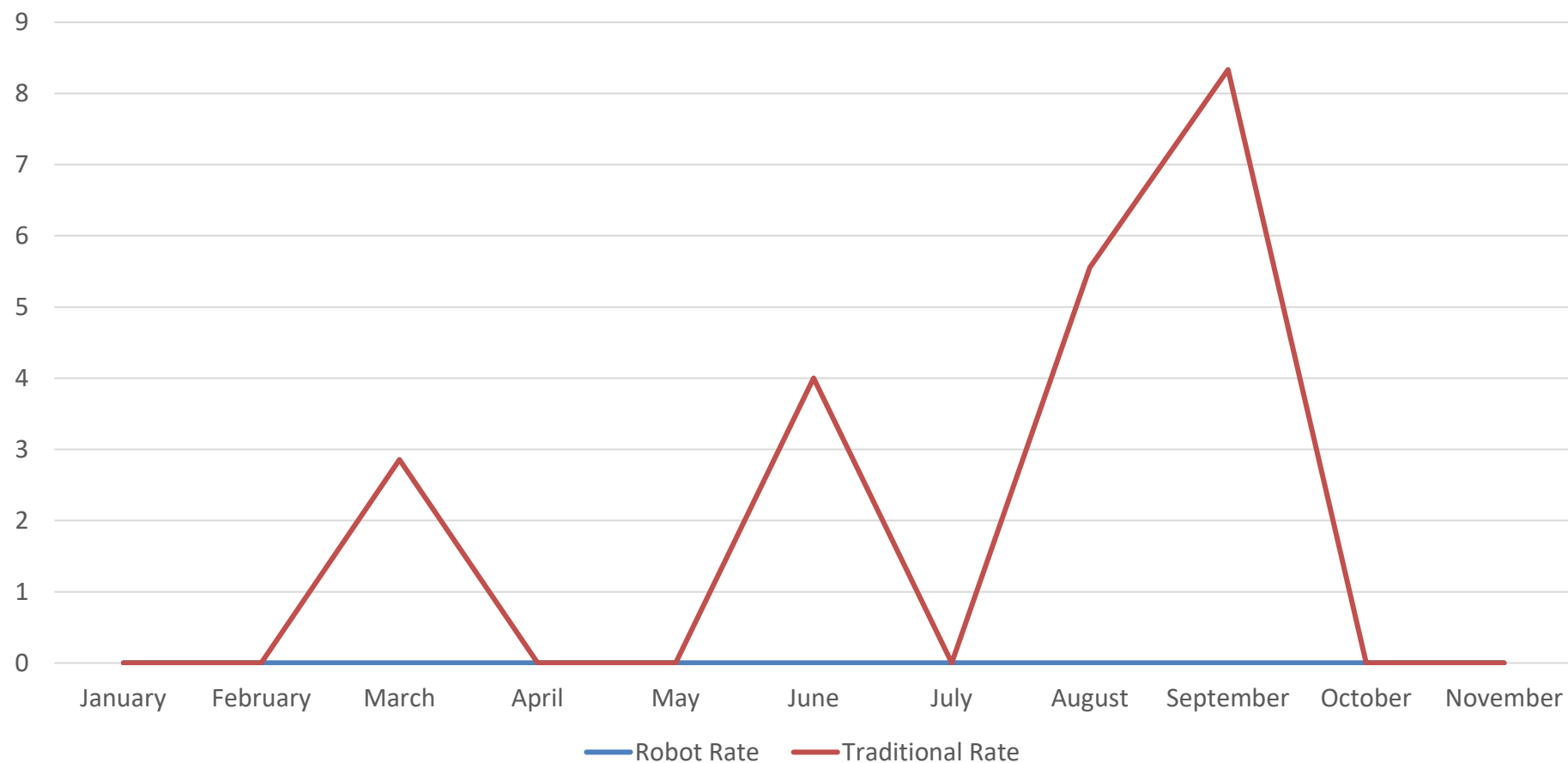
Procedures included: Colectomy, Hysterectomy, Inguinal hernia, umbilical hernia, oophorectomy

# Length of stay



Procedures included: Colectomy, Hysterectomy, Inguinal hernia, umbilical hernia, oophorectomy

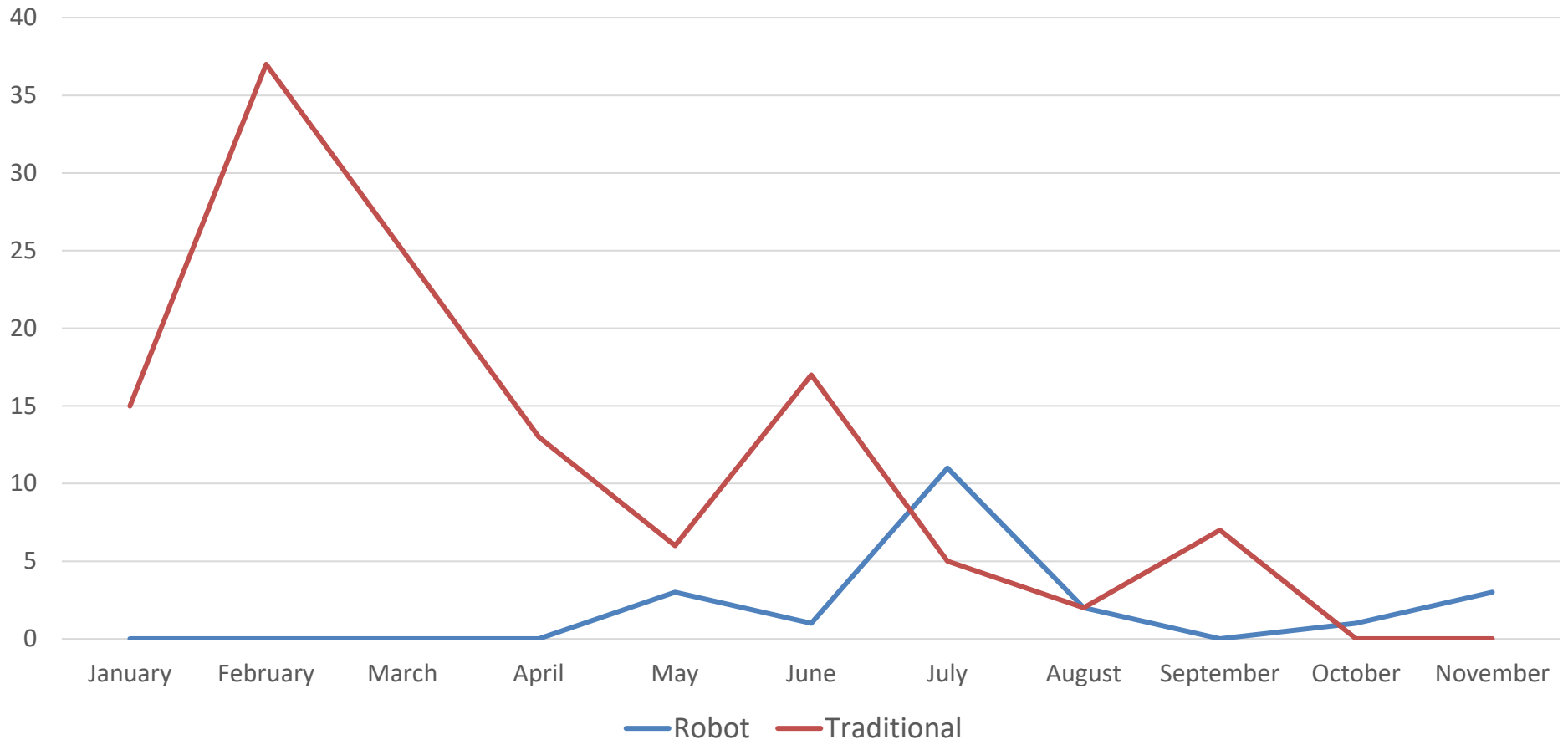
# Readmissions



Procedures included: Colectomy, Hysterectomy, Inguinal hernia, umbilical hernia, oophorectomy



# Revisits within 180 days



Procedures included: Colectomy, Hysterectomy, Inguinal hernia, umbilical hernia, oophorectomy

# 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)  
Billie Fitzgerald  
Maureen Rupe  
Dan Aton  
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, JANUARY 8, 2024  
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 November 6, 2023 meeting.***

- II. Public Comments

- III. Financial Review – Mr. Liston

- IV. Pension Committee Membership Renewal for Casey Crouch.

***Motion: To recommend the Board of Directors approve the renewal of Pension Committee membership for Casey Crouch for a three-year term from March 2, 2023 through March 1, 2026.***

- 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.

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 FINANCE COMMITTEE. TO THAT EXTENT OF SUCH DISCUSSIONS, A JOINT PUBLIC MEETING OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT BOARD OF DIRECTORS FINANCE COMMITTEE AND THE NORTH BREVARD MEDICAL SUPPORT, INC. SHALL BE CONDUCTED.

**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 November 6, 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 12:45 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: MOTION THAT THE FINANCE COMMITTEE OF THE BOARD OF DIRECTORS APPROVE THE SEPTEMBER 11, 2023 MEETING MINUTES OF THE FINANCE COMMITTEE, AS PRESENTED.***

**PUBLIC COMMENTS**

There were no public comments.

**FINANCIAL REVIEW**

Mr. Eljaiek summarized the September 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.

**CAPITAL PURCHASE – CRITICAL HARDWARE**

Ms. Cottrell summarized the memorandum contained in the agenda packet addressing the need to purchase data center equipment. Discussion ensued and the following motion was made by Mr. Jordan, seconded by Mr. Noffel, and approved (9 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOTION THAT THE BOARD OF DIRECTORS APPROVE THE PURCHASE OF CRITICAL HARDWARE FOR THE DATA CENTER AT A TOTAL COST NOT TO EXCEED \$2,500,000.***

**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 1:03 p.m.


Herman A. Cole, Jr.,  
Chairman

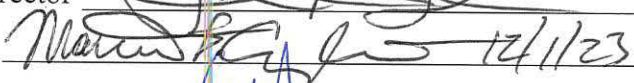
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
 OPERATING  
 PARRISH MEDICAL CENTER  
 TITUSVILLE, FLORIDA

**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 requested.

Asset Description	Asset Control KN #	Purchase Date	Purchase Amount	CE #	Reason for Disposal	Net Book Value (Provided by Finance)	Dept. #
Power podiatry chair	KN029560	03/09/2011	4520.29	PMC03272	Unit is obsolete and no functional for cases. Removed from service.	728.32	1.319

Requesting Department - Wound care Department Director 

Net Book Value (Finance) As of 11/20/23 EMC Member 

Sr. VP Finance/CFO \_\_\_\_\_ President/CEO \_\_\_\_\_

Board Approval: (Date) \_\_\_\_\_ CFO Signature 

Requestor Notified Finance \_\_\_\_\_

Asset Disposed of or Donated \_\_\_\_\_

Removed from Asset List (Finance) \_\_\_\_\_

Requested Public Entity for Donation \_\_\_\_\_

Entity Contact \_\_\_\_\_

Telephone \_\_\_\_\_

CREATED BY USER: FRANZAL

FROM FACILITY: SYSTEM FROM ASSET NUMBER: KN029560 FROM ASSET CLASS: BEGINNING FROM DEPARTMENT: BEGINNING  
 THRU FACILITY: SYSTEM THRU ASSET NUMBER: KN029560 THRU ASSET CLASS: END THRU DEPARTMENT: END  
 FROM STATUS DATE: BEGINNING FROM ACQUIRED DATE: BEGINNING FROM RETIRE DATE: BEGINNING FROM RETIRE TYPE: BEGINNING FROM RETIRE TYPE DATE:  
 THRU STATUS DATE: END THRU ACQUIRED DATE: END THRU RETIRE DATE: END THRU RETIRE TYPE: END THRU RETIRE TYPE DATE:

FACILITY: SYSTEM  
 CLASS: MEQ-SDSC MOVEABLE EQUIP - NORTH BLDG (OLD SDSC)

NUMBER	DESCRIPTION	LIFE	STATUS	STS DATE	ACQ DATE	RET DATE	COST	BOOK
DEPARTMENT: 1.319 1 WOUND CARE								
KN029560	POWER PODIATRY CHAIR		ACTIVE	04/08/11	03/09/11		4520.29	703.21
							-----	-----
							4520.29	703.21
TOTAL FOR CLASS:							4520.29	703.21

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 requested.

Asset Description	Asset Control KN #	Purchase Date	Purchase Amount	CE #	Reason for Disposal	Net Book Value (Provided by Finance)	Dept. #
Drager Anesthesia machine	KN028813	4/25/2007	42,413.57	PMC00619	Unit swapped out. Exchanged with new Mindray A5 anesthesia machines which include monitoring.	0.00	1.358

Requesting Department - OR Anesthesia Department Director *Rinda Hughes*  
 Net Book Value (Finance) *A. Frank 11/20/23* EMC Member *Rose Dickerson 11.28.23*  
 Sr. VP Finance/CFO \_\_\_\_\_ President/CEO *AM 12/6/23*  
 Board Approval: (Date) \_\_\_\_\_ CFO Signature \_\_\_\_\_  
 Requestor Notified Finance \_\_\_\_\_  
 Asset Disposed of or Donated \_\_\_\_\_  
 Removed from Asset List (Finance) \_\_\_\_\_  
 Requested Public Entity for Donation \_\_\_\_\_  
 Entity Contact \_\_\_\_\_  
 Telephone \_\_\_\_\_



CREATED BY USER: FRANZAL

FROM FACILITY: SYSTEM FROM ASSET NUMBER: KN028813 FROM ASSET CLASS: BEGINNING FROM DEPARTMENT: BEGINNING  
 THRU FACILITY: SYSTEM THRU ASSET NUMBER: KN028813 THRU ASSET CLASS: END THRU DEPARTMENT: END

FROM STATUS DATE: BEGINNING FROM ACQUIRED DATE: BEGINNING FROM RETIRE DATE: BEGINNING FROM RETIRE TYPE: BEGINNING FROM RETIRE TYPE DATE:  
 THRU STATUS DATE: END THRU ACQUIRED DATE: END THRU RETIRE DATE: END THRU RETIRE TYPE: END THRU RETIRE TYPE DATE:

FACILITY: SYSTEM  
 CLASS: MEQ-HOSP MOVEABLE EQUIP - HOSPITAL

NUMBER	DESCRIPTION	LIFE	STATUS	STS DATE	ACQ DATE	RET DATE	COST	BOOK
DEPARTMENT: 1.358 1 ANESTH								
KN028813	ANESTHESIA MACHINE (07-351-24) CE#03858		ACTIVE	07/06/07	04/25/07		42413.57	0.00
							-----	-----
							42413.57	0.00
<b>TOTAL FOR CLASS:</b>							42413.57	0.00



*Healing Families – Healing Communities®*

[parrishmed.com](http://parrishmed.com)

# Finance Committee

## FYTD November 30, 2023 – Performance Dashboard

Indicator	FYTD 2024 Actual	FYTD 2024 Budget	FYTD 2023 Actual
ED Visits	5,101	5,165	5,114
IP Admissions	674	835	756
Surgical Cases	752	1,112	996
LOS	5.5	4.3	4.6
OP Volumes	14,023	14,572	13,640
Hospital Margin %	-2.40%	7.88%	-0.47%
Investment Income \$	\$1.4 Million	\$1.4 Million	\$5.4 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, JANUARY 8, 2024  
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 November 6, 2023 meeting.*

- II. Reading of the Huddle
- III. Attorney Report – Mr. Boyles
- IV. Public Records – Ms. Ramos
- V. Other
- VI. 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.

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**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 November 6, 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 12:38 p.m.

**CITY LIAISON**

The Executive Committee convened at 12:38 p.m. for the purpose of the report from the City Manager, Mr. Scott Larese. Mr. Larese provided the latest edition of Titusville Talking Points, addressed questions from the committee, and provided information regarding the city. The Executive Committee recessed at 12:45 p.m.

**REVIEW AND APPROVAL OF MINUTES**

The Executive Committee reconvened at 1:03 p.m. to continue its agenda. 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 APPROVE THE SEPTEMBER 11, 2023 MEETING MINUTES OF THE EXECUTIVE COMMITTEE OF THE BOARD, AS PRESENTED.***

**READING OF THE HUDDLE**

Dr. Galfo presented the Weekly Huddle.

**ATTORNEY REPORT**

EXECUTIVE COMMITTEE

NOVEMBER 6, 2023

PAGE 2

Mr. Boyles summarized a recent bill filed by a local legislator which if passed, would result in the sale of the hospital. Mr. Boyles noted that Administration has retained Gray Robinson to address this matter in the upcoming session.

**OTHER**

There was no other business to come before the committee.

**ADJOURNMENT**

There being no further business to discuss, the committee adjourned at 1:40 p.m.

Stan Retz, CPA  
Chairman



GRAYROBINSON

**Florida's Public Records Laws:**

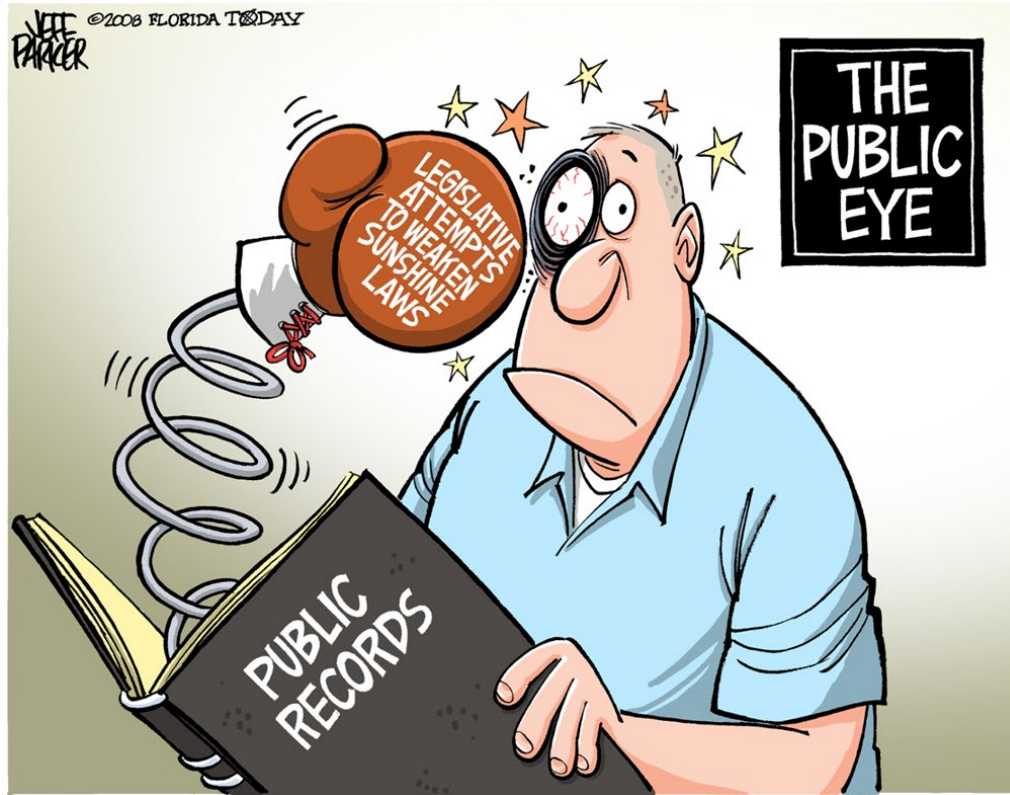
A Briefing for the North Brevard County Hospital District Executive Committee

January 8, 2024

**PRESENTED BY**

Heather M. Ramos  
Orlando Deputy Managing Shareholder  
[heather.ramos@gray-robinson.com](mailto:heather.ramos@gray-robinson.com)  
407.244.5670

# PUBLIC RECORDS LAW





# Public Records Law

## Important things to know:

- **Every** record made or received in connection with NBCHD business is a public record.
- If requested must be disclosed unless there is a statutory exemption (i.e., active investigation records of the NBCHD's Inspector General/ attorney work product).
- All NBCHD board members and NBCHD employees must permit inspection and copying of public records.
- NOT limited to traditional written documents.
- Includes texts and emails made or received in connection with official business.
- Includes YouTube videos, Facebook and Instagram posts.



## Important things to know:

- Public records must be retained for certain periods of time.
- Public records can only be destroyed in accordance with a specific process under state law.
- The law applies to communications with residents, members of the public, employees, consultants, contractors and legal counsel, and others involving NBCHD business, ***even if it is on your private computer, laptop, or phone.*** It is the nature of the record – not the location.
- Purely personal e-mails are not public records, but there is no “expectation of privacy” for communications on a NBCHD-owned computer.

## Important things to know:

- Public records include metadata.
- There is **no exemption for “unfinished business”** – drafts and notes can be a public record.
- Public records requests may be verbal, written, e-mailed, by any person at any time for any or no reason.
- You cannot require the requester to provide his or her name, and he or she does not have to say why the records are requested.
- If you receive a public records request, let George know immediately.



## The NBCHD receives a public records request:

- George is the “custodian of public records” – the “officer charged with the responsibility of maintaining the office having public records, or his or her designee.” [Sec. 119.011(5), Fla. Stat.]
- Custodian must acknowledge requests promptly. [Sec. 119.07(1)(c)]
- Custodian must respond to requests in “good faith.” [Sec. 119.07(1)(c)]
- Duty of “good faith” is subjective – question for the courts, based on the circumstances of the request.
- No specific statutory timeframes.

## The NBCHD receives a public records request:

- Statutory obligation of the records custodian – to provide access to, or copies of, public records at any reasonable time, under reasonable conditions, provided the required fees are paid.
- A custodian must produce the records regardless of the number of records involved or the inconvenience. [Lorei v. Smith, 464 So. 2d 1330 (Fla. 2nd DCA 1985)].
- If a public records request is insufficient to identify the records, the NBCHD has a duty to notify the requestor that more information is needed.
- The NBCHD can charge a **reasonable service charge** for the cost of the extensive use of information technology resources or of personnel because of the nature or volume of public records to be inspected or copied. [Sec. 119.07(4)(d)]

## Example:

**From:** [REDACTED]  
**Date:** Fri, Mar 10, 2023, 5:05 PM  
**To:** RecruitmentAndRetention <[RecruitmentAndRetention@parrishmed.com](mailto:RecruitmentAndRetention@parrishmed.com)>  
**Subject:** [EXTERNAL Sender] Public Record Request

\*\*\*WARNING\*\*\*

This message came from an external source. Please do not click links or open attachments if unexpected or unusual due to high security risk.

Actual Sender Address: [gitrop74@gmail.com](mailto:gitrop74@gmail.com)

Begin Original Message:

---

I have a public record request please-  
I would like to request the salaries of a Secretary III, II, I and a Central Unit Manager and also a Central Unit Representative. Thank you in advance for your help.



# Public Records Law

## Example:



Mr. Mikitarian:

This is a request for public records under the Florida public records law, Chapter 119, related to the Provider Relief Fund (PRF) Distributions received by the North Brevard County Hospital District, its affiliates, and subsidiaries. Please provide the following:

1. Documents related to PRF payments and refunds including the recipient of PRF funds; the dates and amount of each payment; the date and amount of monies, if any, returned to the program; and email or other correspondence related to the PRF payment.

This request includes, but is not limited to, (a) any PRF applications; (b) PRF funding requests; (c) certifications or attestations related to PRF funds; (d) descriptions or statements of the need for PRF funding; and (e) the terms and conditions for the PRF payments to the North Brevard Medical Support, Inc. and the North Brevard County Hospital District.

2. Reports describing the use of the PRF funds.

This request includes, but is not limited to, (a) reports detailing interest earned on the PRF receipts; (b) the use of the PRF distributions for eligible expenses, lost revenues, unreimbursed expenses or costs attributable to COVID-19 after the PRF payments were applied; and (c) any reports requested by the Secretary of Health and Human Services relating to compliance with payment terms and conditions.

3. Financial records detailing the use of the PRF funds.
4. Audits of the PRF program at the North Brevard County Hospital District, North Brevard Medical Support, Inc., and any of their affiliates or subsidiaries.

This request includes, but is not limited to, (a) records used to document the information gathered during any PRF audit and (b) correspondence, email or other communications regarding any audit findings.

5. Documents verifying compliance with the terms and conditions of the PRF, including certifications and attestations.
6. Correspondence, email, text messages or other communications discussing PRF payments.

We are willing to pay reasonable costs to fulfill this request. Please contact me in advance if you expect these costs to exceed \$100.00. If these records or a portion of these records are deemed exempt, please state in writing the basis for the denial, including the exact statutory citation authorizing the denial.

## Important things to know:

- No prohibition against using the Public Records Act as a discovery device – an attorney representing a party in pending litigation **cannot** directly contact a represented opposing party. [Rules Regulating Fla. Bar 4-4.2; Fla. Bar Ethics Opinion 09-1]
- Documents produced in response to a civil or criminal discovery request **may not be** the same as records produced in response to a Chapter 119 public records request.





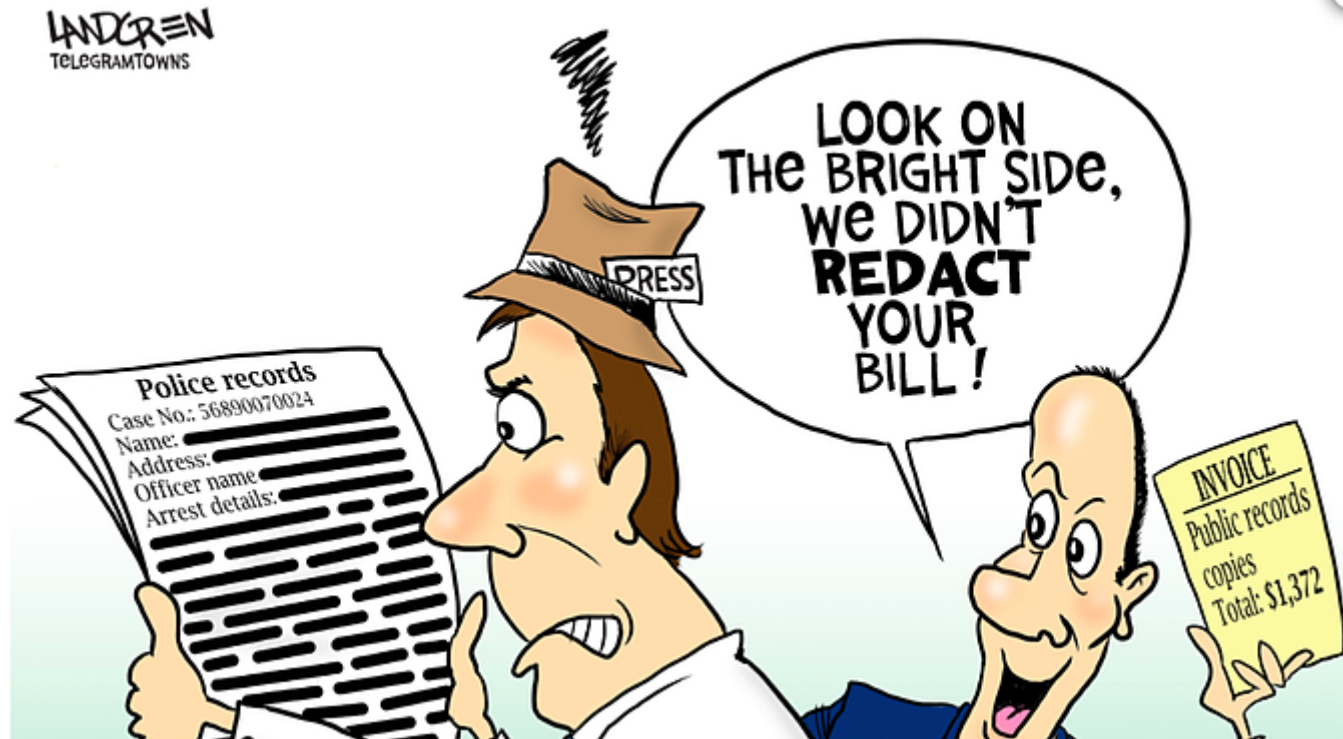
# Public Records Law (and Sunshine Law)

## *For violations of the law*

- **The State Attorney or a Grand Jury can be involved**
- **Private parties can sue**
- Penalties can include:
  - Jail time – 1 year in jail for a knowing violation
  - Fines – \$500 for an unintentional violation
  - Attorney's fees
  - Trial
  - Nasty press coverage



## Questions?





GRAYROBINSON

Thank You! Questions?

**Heather M. Ramos**

Orlando Deputy Managing Shareholder

[heather.ramos@gray-robinson.com](mailto:heather.ramos@gray-robinson.com)

407.244.5670

**EDUCATION COMMITTEE**

Billie Fitzgerald, Chairperson  
Maureen Rupe, Vice Chairperson  
Robert L. Jordan, Jr., C.M. (ex-officio)  
Elizabeth Galfo, M.D., Chairperson  
Billy Specht  
Herman A. Cole, Jr.  
Dan Aton  
Stan Retz, CPA  
Ashok Shah, M.D.  
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, JANUARY 8, 2024  
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 November 6, 2023 meeting.*

II. Annuity Process – Mr. Chris Jones, USICG

III. Improving outpatient post-operative care through follow-up phone calls – Ms. Dickerson

IV. Other

IV. Executive Session (if necessary)

**ADJOURNMENT**

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**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 November 6, 2023, at 2:03 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. (2:10 p.m.)  
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 2:03 p.m.

**REVIEW AND APPROVAL OF MINUTES**

The following motion was made by Mr. Cole, seconded by Dr. Galfo, and approved (9 ayes, 0 nays, 0 abstentions). Dr. Shah was not present at the time the vote was taken.

***ACTION TAKEN: MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 11, 2023 EDUCATION COMMITTEE MEETING, AS PRESENTED.***

**VELYS ROBOT AND NAVIGATION SYSTEM**

Dr. Musto gave a presentation regarding Orthopedic surgery and the advancements with the VELYS Robot and Navigation System. A copy of his PowerPoint is appended to the minutes.

**BOARD ASSESSMENT QUESTIONNAIRE**

Mr. Lifton summarized the rationale, process and responses to the Board of Directors self-assessment questionnaire recently administered to the Board and the subsequent verbal follow-up. A copy of his PowerPoint is appended to the minutes.

**PEOPLE DEVELOPMENT INITIATIVES**

Ms. Crabtree reviewed the Student Experience and Nurse Residency Experience Programs available at Parrish Medical Center. She also answered questions and received comments from the Board members.

**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 3:11 p.m.

Billie Fitzgerald  
Chairperson



January 2024

# DEFINED BENEFIT PLAN ANNUITY PLACEMENT SERVICES

Christopher Jones  
[www.usicg.com](http://www.usicg.com)





# Today's Agenda

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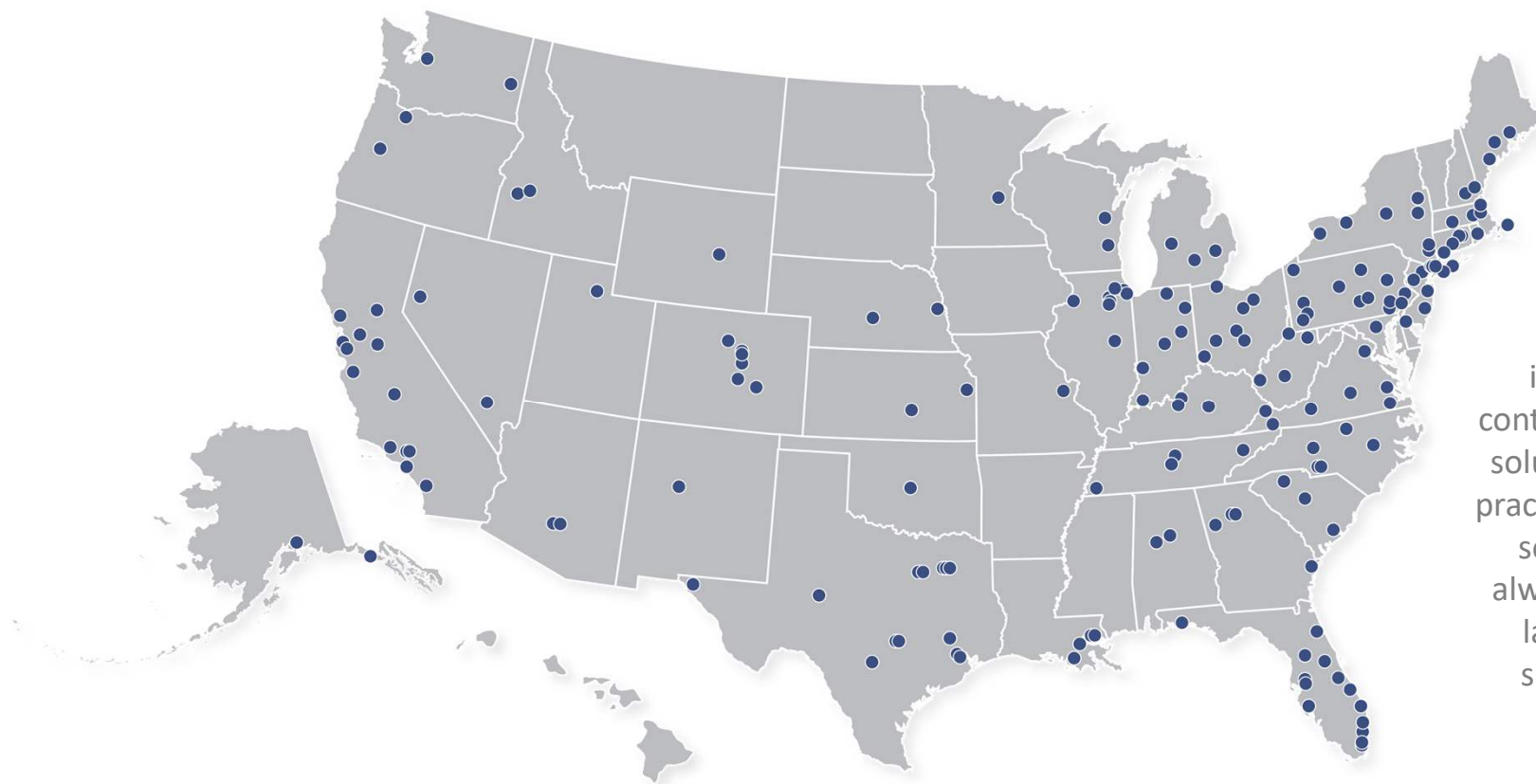
- Overview of USI
- Overall Project Management Approach & Services
- Annuity Placement Process
- Participant Support Capabilities
- Insurance Carrier Market
- Why USI
- Q&A





## About USI National Resources, Local Expertise

USI offers tremendous geographic and business diversity with more than 9,000 professionals in approximately 200 local offices serving every state and abroad.



A national practice committee drives innovation, provides continuous insight on client solutions, and shares best practices across the country so our local teams are always equipped with the latest knowledge and services to meet your everyday needs.



# Leading Retirement Consulting Firm **USI Consulting Group**

USI's retirement consulting and benefits administration division, serving a national client base with offices connected across the U.S.



Qualified & Non-qualified Plans

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Regulatory & Compliance

Employee Communications

- **\$140M** in U.S. Revenue and **~\$36.7B** in assets under advisement\*
- Recognized as one of the 10 largest defined benefit administration service providers by PLANSPONSOR\*\*
- Consult with approximately 3,800 +\*\*\* retirement plans
- Broad and deep knowledge based on the shared expertise and experience of 675 professionals located across the U.S.
- Headquarters and operations in Glastonbury, CT, NY (Operations); WA (Operations); 35 sales/account offices nationwide

USI Consulting Group ("USICG") is a corporation (incorporated in the State of Connecticut) and is a wholly-owned subsidiary of USI Holdings Corporation ("USI"), a private equity partner with KKR and CDPQ.

\*Investment Advisory through USI Advisors, Inc. A federally registered investment advisor. USI Consulting Group is an affiliate of USI Advisors, Inc. (860.633.5283)

\*\*USI Consulting Group has been recognized as one of the 10 largest defined benefit (DB) administration service providers, as measured by both participants and numbers of plans fully outsourced. Source: PLANSPONSOR, 2021 Defined Benefit Administration Survey: <https://www.plansponsor.com/research/2021-defined-benefit-administration-survey/>

\*\*\*As of December 2020 internal statistical information



## USI Consulting Group Expertise **Best in Class Industry Talent**

Our associates are top professionals with significant consulting, insurance, financial and accounting backgrounds that will help fulfill your needs



- Actuaries
- Investment Consultants
- Attorneys
- AIF<sup>®</sup>s, CAIA<sup>®</sup>s, CEBS<sup>®</sup>, CFA<sup>®</sup>s, CFP<sup>®</sup>s, CIMA<sup>®</sup>s, EAs, FSAs, QPAs, RPA<sup>®</sup>s\*
- Account Managers and Recordkeepers
- Benefit Plan Administrators

\* Accredited Investment Fiduciary ("AIF<sup>®</sup>"), Chartered Alternative Investment Analyst ("CAIA<sup>®</sup>"), Certified Employee Benefit Specialist ("CEBS<sup>®</sup>"), Chartered Financial Analyst ("CFA<sup>®</sup>"), Certified Financial Planner ("CFP<sup>®</sup>"), Certified Investment Management Analyst ("CIMA<sup>®</sup>"), Enrolled Actuary ("EA"), Fellow of the Society of Actuaries ("FSA"), Qualified Pension Administrator ("QPA"), Retirement Plans Associate ("RPA<sup>®</sup>")

**Complex Issues Require Knowledgeable Experts in Your Corner**



# Overall Project Management Approach & Services

## De-Risking Spectrum

### Settlement

Plan Termination

Buy-in annuity contract

Partial buy-out annuity contract

Lump sum window (retired)

Lump sum window (deferred)

Implement LDI strategy

Change Investment Allocation

Increase contributions

Freeze benefit accruals

Permanent small lump sum

Freeze participation

Cash balance formula

Traditional, ongoing plan

Funding/  
Investment

Plan Design



# Overall Project Management Approach & Services

## Annuity Contract Objectives Education

- **Reduce risk**
  - Investment, mortality, interest rate
- **Reduce plan size**
  - Full transfer
  - Partial transfer
- **Investment strategy**
- **No impact to plan participants**
  - Payments are uninterrupted
  - Participants are eligible for the same options and timing as under the plan
- **Reduce administration**
- **Contracts are non-participating**
- **Insurance Carrier pricing based on:**
  - Mortality/longevity
  - Investable yield curve
  - Duration of liability and certainty of cash flows
  - Carrier-specific cost of capital, etc.



DB Plan Sponsor

One-Time  
Payment



Insurance Carrier

Monthly  
Payments,  
Tax Forms



Plan Participant



# Overall Project Management Approach & Services

## Financial Decisions Education



Review Funds  
and Liquidity



Borrow to  
Fund



# Overall Project Management Approach & Services

## Fiduciary Decision-Making Education



Carrier Market  
and Financials



DOL Requirements



Process and  
Timeline



# Overall Project Management Approach & Services

## Preparation



Ensure Participant Data is Complete and Accurate



Coordinate with HR, Administration & Actuary to Assemble Required Plan Documents and Administrative Procedures



Determine Contracts: Split Annuity Contract (Deferred/Immediate); Contract Type





# Overall Project Management Approach & Services

## Implementation



Lead periodic calls for accountability of all parties



Provide project plan, monitor progress and deliverables



Create centralized secure site for sharing documents



Execute purchase and provide documentation of process



# Annuity Placement Process

## Annuity Selection & Placement



Operate as a  
Co-fiduciary

- Provide written recommendation



Make selections based  
on safety, price and  
service

- Provide report of carrier analysis



# Annuity Placement Process

## **USICG consultants will compare all bids based on that day's market conditions and the following DOL fiduciary factors:**

- The quality and diversification of the annuity provider's investment portfolio
- The size of the insurer relative to the proposed contract
- The level of the insurer's capital and surplus
- The lines of business of the annuity provider and other indication of the insurer's exposure to liability
- The structure of the annuity contract and the guarantees supporting the annuities such as the use of separate accounts
- The availability of additional protection through state guaranty associations and the extent of their guarantees

The Department of Labor (DOL), in Interpretive Bulletin 95-1, states that ERISA fiduciaries must choose the "safest available annuity" when buying a group annuity contract for a pension plan and can't rely solely on insurance agency ratings.



# Annuity Placement Process

## Insurance Carrier Analysis

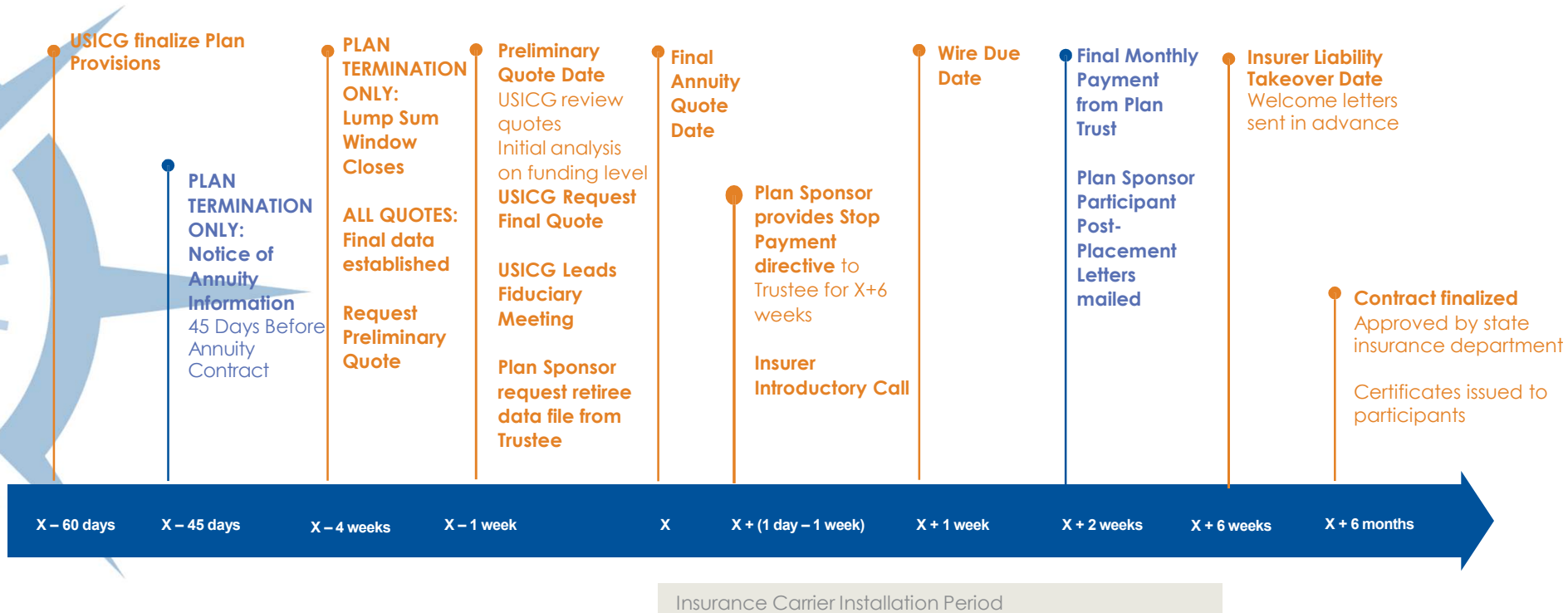
### Fiduciary Factors for Consideration: Each Participating Carrier is Scored

	Factor
1	Conflict of Interest
2	Financial Strength and Business Risk
3	Quality and Diversity of Investment Portfolio
4	Size of Insurance Company vs. Size of Annuity Contract
5	Capital & Surplus
6	General vs. Separate Account
7	Rating Agency Metrics
8	Administrative Capability
9	Industry Record & Reputation
10	State Guaranty Coverage
	<b>TOTAL SCORE</b>



# Annuity Placement Process

## Timeline

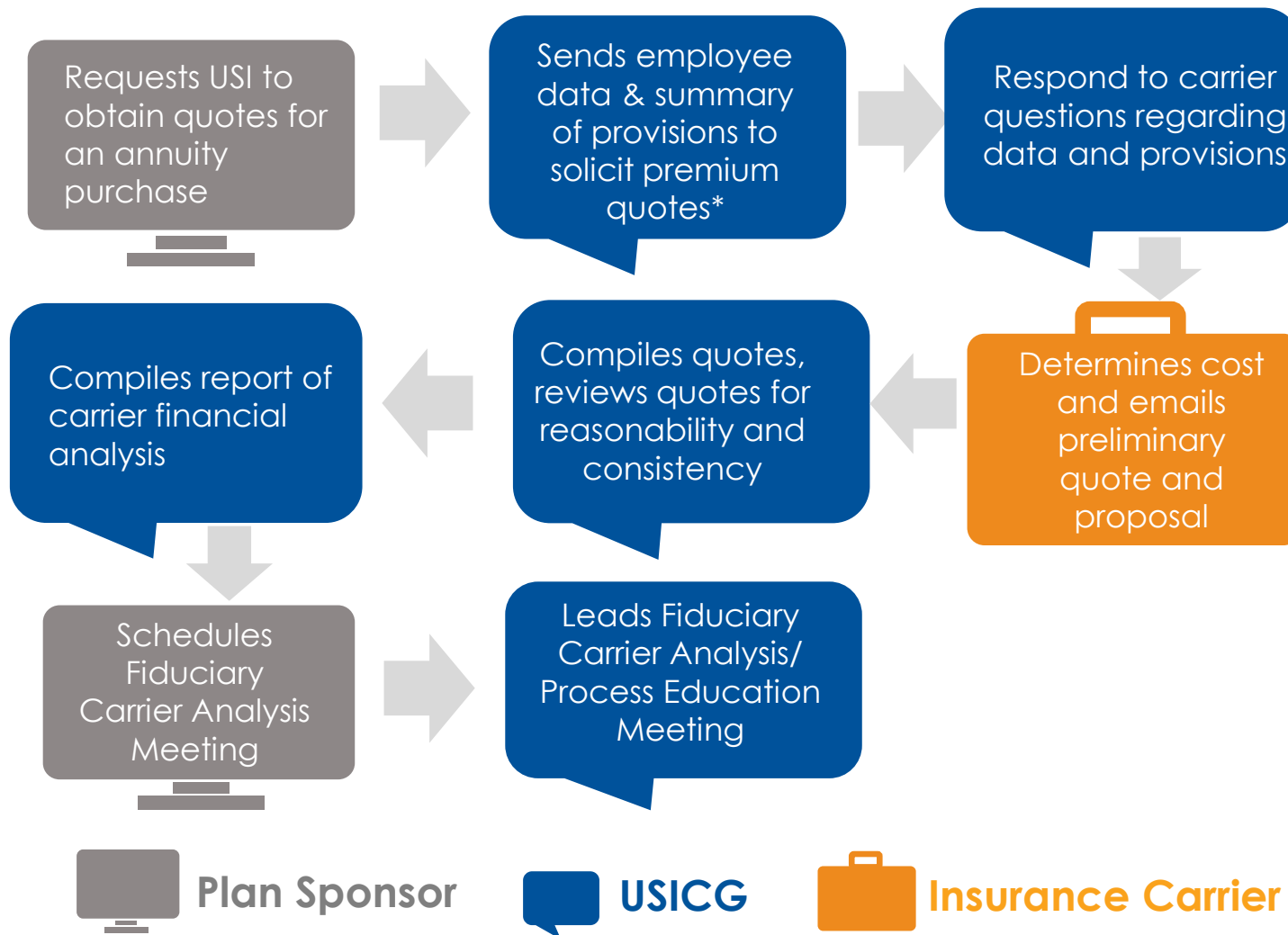


● Participant Notices    ● Milestones



# Annuity Placement Process

## Step by Step Guide | Preliminary Actions

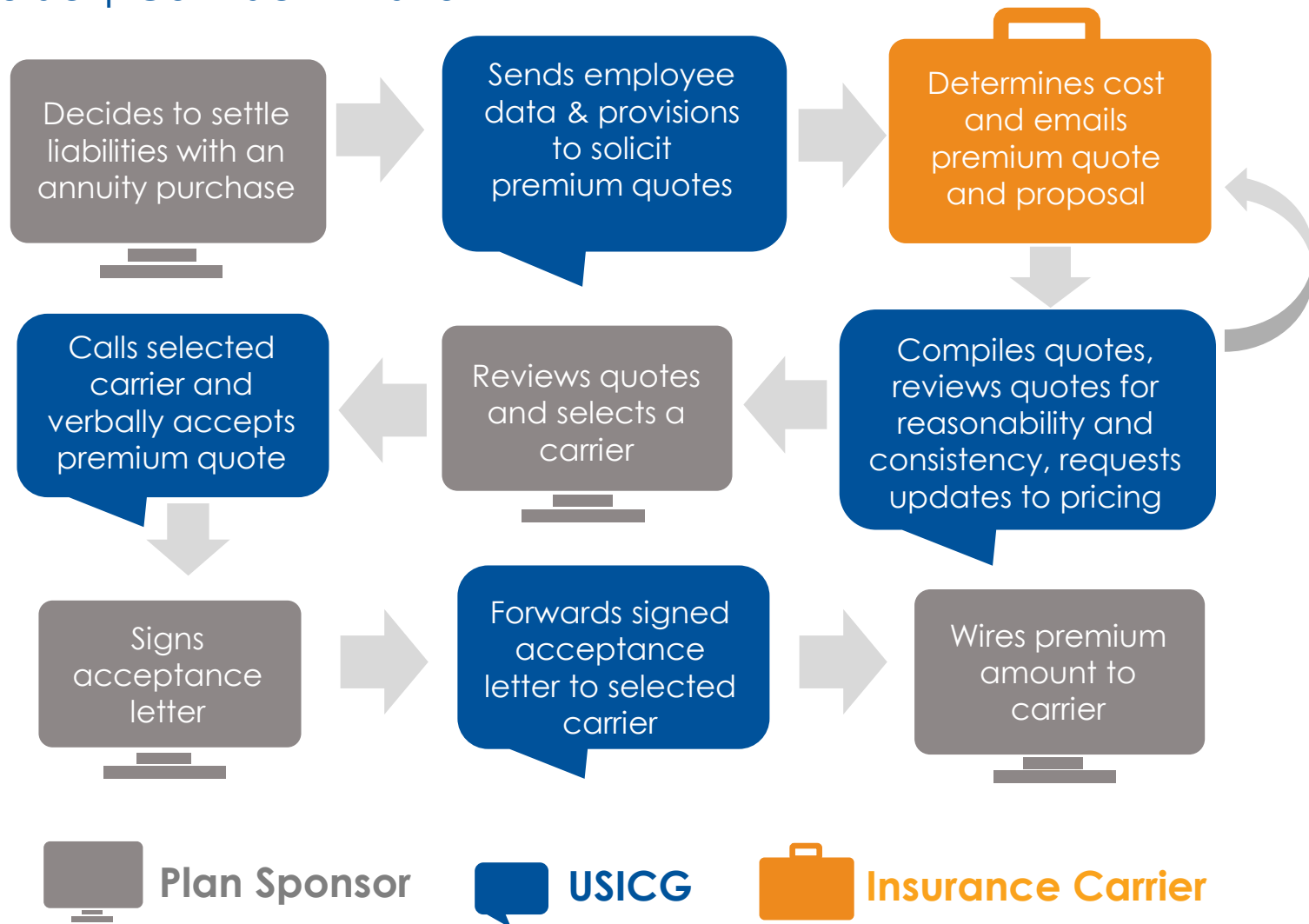


**\*USI completes the complex job of reviewing plan documents, SPDs and other administrative procedure documents to summarize the plan specifications for the insurance carriers, for seamless transfer of administration.**



# Annuity Placement Process

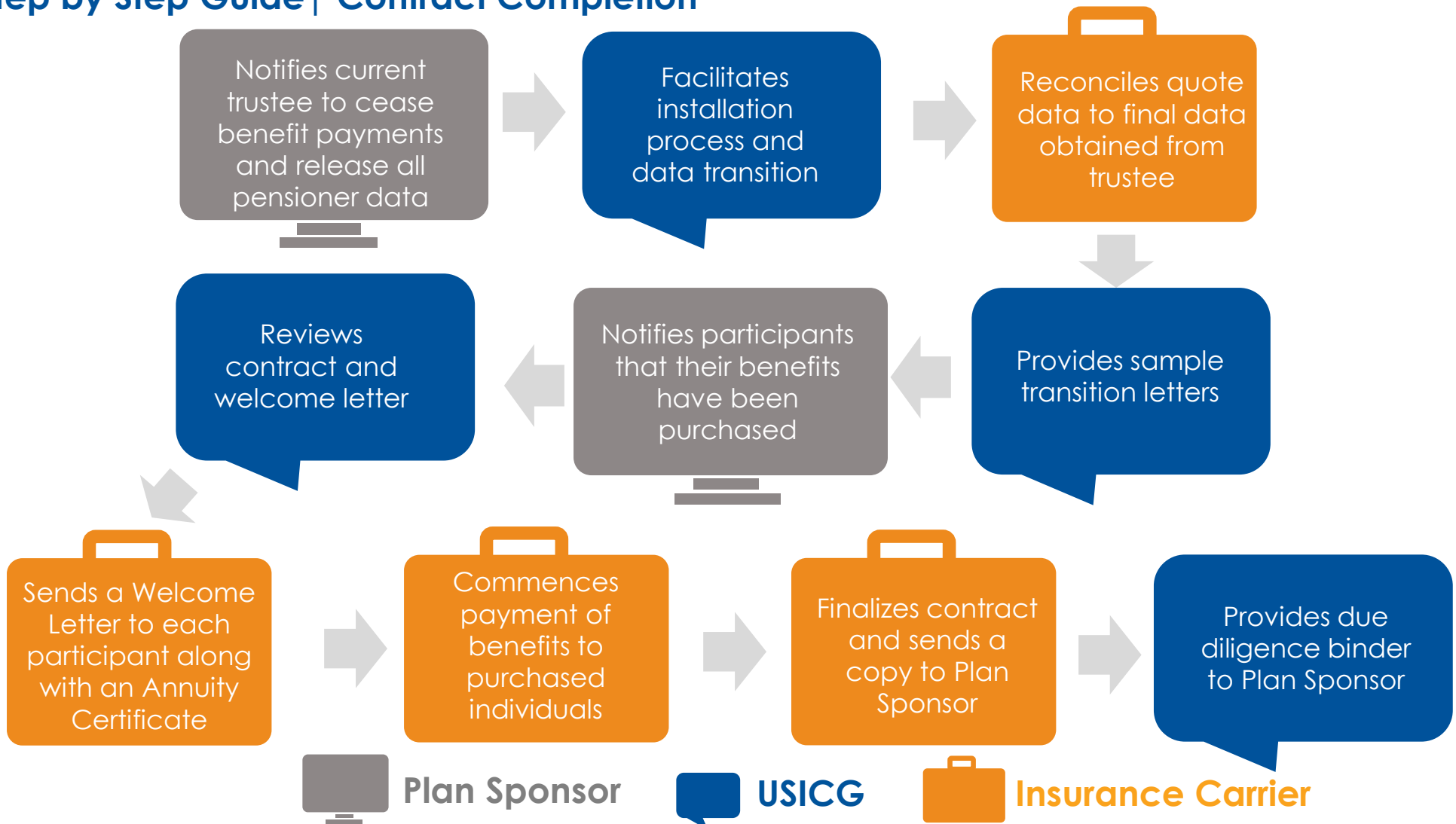
## Step by Step Guide | Contract Initiation





# Annuity Placement Process

## Step by Step Guide | Contract Completion







# Participant Support Capabilities

## Call Center & Participant Support Capabilities



Dedicated and experienced service center team



Provide participant service center (call center) available as participants transition from plan to insurance carrier



Customize employee communications



Operate as a Mailing Center



# Insurance Carrier Market

## Annuity Selection & Placement | Potential Insurance Carriers

### DEFERRED AND IMMEDIATE



### IMMEDIATE ONLY





# Insurance Carrier Market

## Underwriting Considerations



Minimum/  
Maximum  
Premium  
Size



Plan  
Complexities:

- Optional forms
- Employee Contributions
- COLA
- Disability
- Supplemental benefits



Deferred/  
Immediate  
Mix



Industry,  
Geography,  
Benefit Size



Carrier  
Capacity  
and  
Licensing



# Insurance Carrier Market

## Annuity Selection & Placement | Potential Insurance Carriers

Comdex	Insurance Carrier	Limitations	Enhancements
100	New York Life Insurance Company	Minimum \$50m+ Not quoting deferred	Assets in Kind ("AIK")
98	MassMutual Financial Group	Minimum \$40m <50% deferred	Separate Account: commingled (>350M) and dedicated (>\$1B); AIK
96	Securian Financial Group	Minimum \$10m Not quoting deferred State of MN prevents Sep. Acct.	AIK
96	American United Life Insurance Company	Minimum \$10m Not licensed NY, PR	Separate Account
96	Western and Southern Life Assurance Company	Not licensed AK, ME, NH, RI, PR; NY contract under review with NY Ins. Dept.	AIK
95	Metropolitan Life Insurance Company	Minimum \$150m+ Not quoting deferred	AIK; Separate Account: commingled and dedicated (>\$1B); Buy-In
95	Prudential Financial	Minimum \$50m <10% deferred	Separate Account; Buy-In; AIK with discount
95	Pacific Life Insurance Company	Minimum \$50m <50% deferred	Separate Account; Buy-In; Insured LDI; AIK with discount



# Insurance Carrier Market

## Annuity Selection & Placement | Potential Insurance Carriers

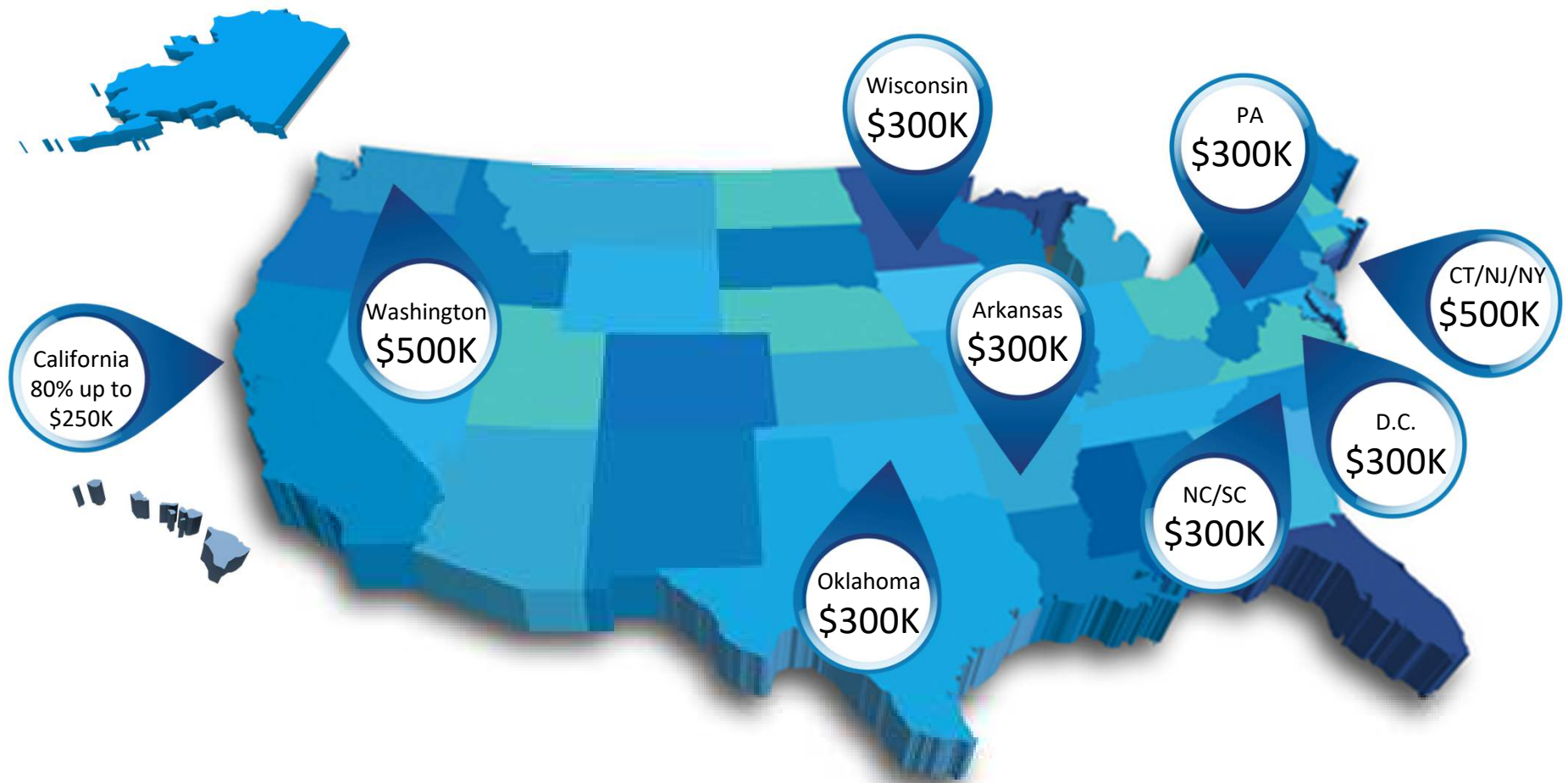
Comdex	Insurance Carrier	Limitations	Enhancements
95	Legal & General Group, Plc	Target \$25m+	Separate Account; Buy-In; AIK with discount
90	Nationwide	Minimum \$50m <30% deferred	Separate Account
90	Mutual of Omaha Life Insurance Company	Maximum \$5m in NY	AIK
90	Principal Life Insurance Company	Minimum \$5m	Separate Account; Buy-In (not NY); AIK
88	Midland National Insurance Company	Entered 2020; Maximum 2000 lives; Not licensed in NY, PR	Separate Account; AIK
80	American General Life Insurance Company	Minimum \$250m	AIK
80	Athene Annuity & Life Assurance Company	Minimum \$250m	Separate Account; Buy-In; AIK
79	CUNA Mutual Holding Company	Maximum \$100m Not presently quoting VA	
76	Mutual of America	Target \$20m; will quote less Not quoting deferred	
76	American National, subsidiary of Brookfield Reinsurance	Entered Q4 2022; Soft \$10m minimum; Not licensed in NY	Separate Account; Buy In; AIK
60	Fidelity & Guaranty	Entered 2021; minimum \$100m; <20% deferred, no NY	Separate Account
Not Rated	Reinsurance Group of America	Entered Q4 2022 as a partner insurer; Minimum \$500m	AIK



# Insurance Carrier Market

## State Guaranty Association Coverage:

Maximum Liability for Most of U.S. Present Value of an Annuity Contract \$250K (Unless Noted)





# Why USI Consulting Group?

## Experience & Reputation

- Our extensive credentialed staff comes at a reasonable price and merges the best of the consultant and brokerage firms in one organization.
- Capable of performing any and all aspects of a plan termination within our firm under one roof with deep staff bench strength unlike smaller annuity brokerage and consulting firms.
- Contracted by a major insurance company for last 10 years to work with their pension actuaries and support their defined benefit clients' plan termination and de-risking projects.
- Recognized market-place "glide path to termination" expertise developed over time through pro-active focused approach on our clients' long-term best interests (references available).
- Ensure participant related activity is handled and communicated effectively so the process doesn't become a burden for the plan sponsor and HR staff
- Rigorous annuity auction process run personally by the CEO (a former large insurance company actuary for 15 years) that ultimately ensures our client gets the best product and best pricing.
- USI is one of the largest insurance broker/consultants in the country bringing market clout to our annuity contract negotiations.
- Much experience in providing defined benefit call center services to participants for our existing client team that is terminating numerous plans each year.
- USI's client engagement philosophy is to partner with our clients to see that their goals and objectives are met and expectations exceeded, all done with the least amount of disruption to their business.

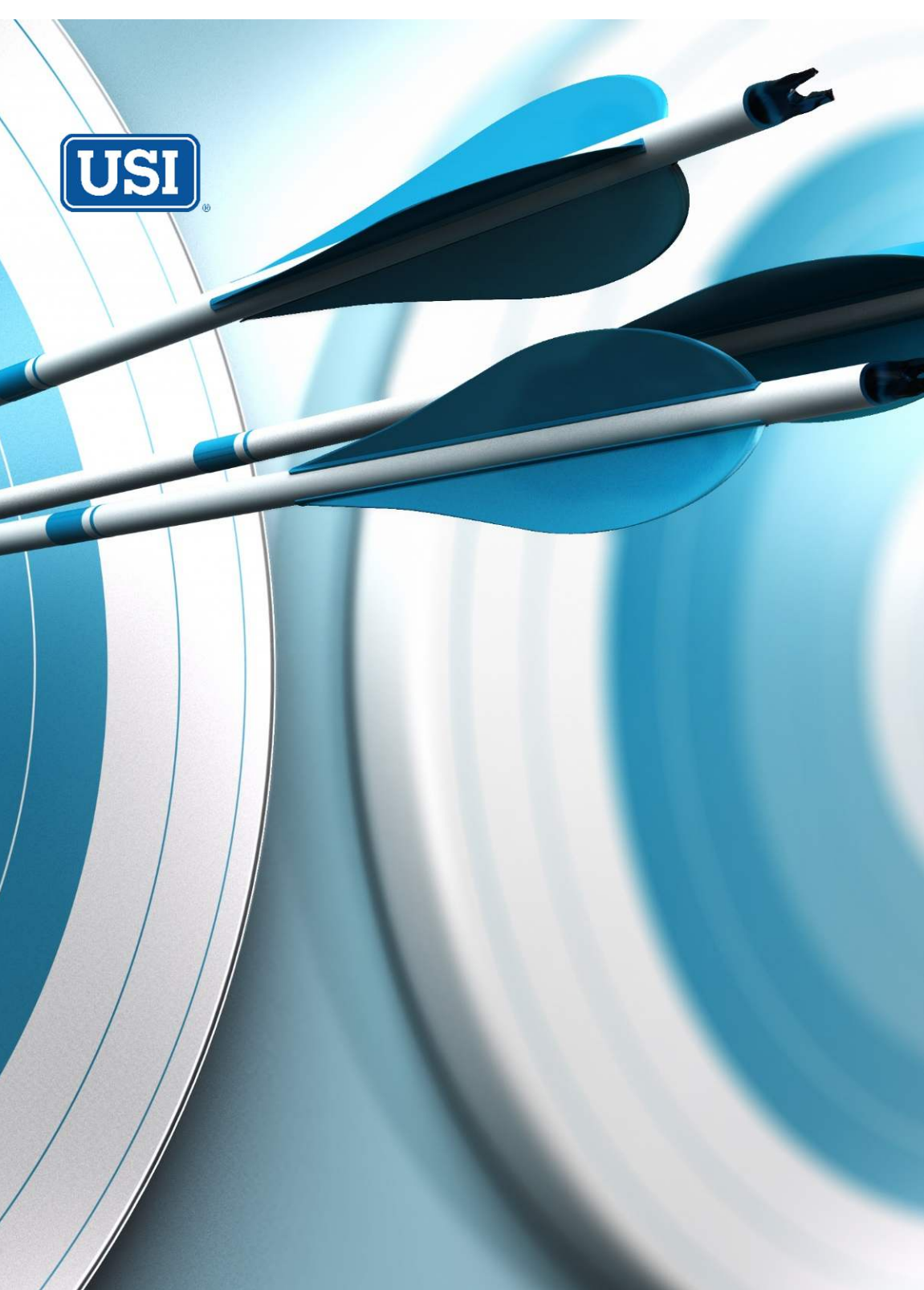


Questions

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Thank you!





# Appendix



# Annuity Purchase Services

- Review the plan document and amendments and prepare the quotation specifications and assumptions to be used by the carriers.
- Collect and prepare the participant data in the proper format and content for the insurance company actuarial pricing programs.
- Provide, via secure email, the above information to the major insurance companies in this market.
- Perform a comprehensive market search to solicit bids and respond to carrier questions as needed to properly price the placement.
- Review each carrier proposal or accuracy and work to explain any deviations from each other.
- Run the favored bids through a valuation system to determine reasonableness and pricing assumptions used.
- Provide 10-point fiduciary analysis and additional financial information for participating carriers in support of DOL compliance.
- Conduct fiduciary education meeting to review insurance carrier analysis.
- Create a binder to document the data, individual carrier proposals, bid summary, carrier comparison, acceptance procedures, wire transfer instructions and financial credit rating information to satisfy DOL Interpretive Bulletin 95-1 for “safest available annuity.”
- Negotiate with each carrier on behalf of the plan sponsor to obtain the most competitive final bids.
- Coordinate final bids and help plan sponsor choose the winning carrier based on financial strength, ease of administration and pricing.
- Assist with paperwork completion for final acceptance including the premium payment agreement and sample contract.
- Provide the plan sponsor with sample participant transition letters to explain the purchase.
- Mail customized participant transition letters to the affected participants.
- Provide Outsourcing services to the purchased group during the installation phase to address any participant questions.
- Coordinate installation of contract by participating in installation calls, facilitating data transfer, addressing carrier questions in coordination with actuary, Outsourcing team and plan sponsor.
- Assist winning carrier with takeover of participant data to initiate repetitive payments and issuance of annuity certificates.
- Perform a legal review of the group annuity contract followed by the contract installation process.



# Annuity Placement Process

- On placement day, the cost quotes are received around 12:30 p.m. and expire at 3:30 p.m. The strategy for placement day must be done beforehand because of the time element.
- At the placement meeting, an “auction” is held. Oftentimes, the most favorable premium quote will significantly improve the various insurance companies bidding against one another.
- A letter of commitment is prepared for the insurance company. After the placement, a final report is prepared documenting the whole process and the due diligence of the plan sponsor (in case of any questions by the participants, DOL or the Internal Revenue Service as well as the directors and/or other officers of the company).
- When a group single premium annuity contract is received (which might be several months), the contract is reviewed to make sure that it complies with all that had been agreed upon.



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[parrishmed.com](http://parrishmed.com)

# The Who, What, When and Why of Post Surgical Follow-up Phone Calls



# Post Surgical Follow-up Phone Calls

## Goals

- Improved patient satisfaction and overall experience

## Communication

- Positive outcomes and reduced re-admissions

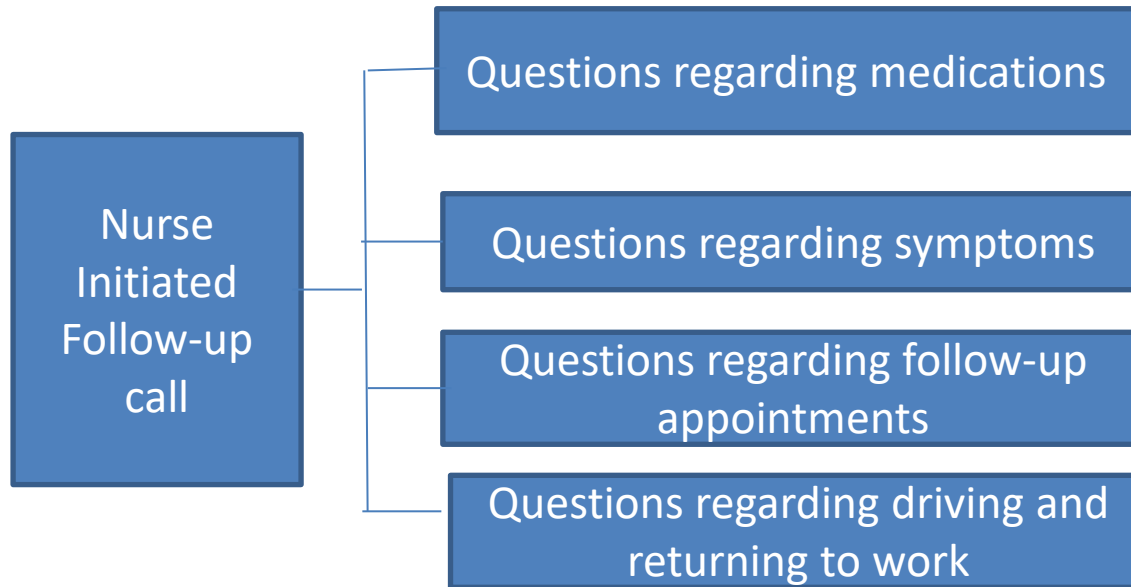
## Symptom management

## Dressings

## Reduced complications

## Activities

# Call Tree







# Pre and Post Calls

Using any number from 0 to 10, where 0 is the worst facility possible and 10 is the best facility possible, what number would you use to rate this facility.

## Perioperative

Oct 2023	Sep 2023	Aug 2023	July 2023
94.4% (n=18)	81.8% (n=22)	80.0% (n=15)	56.3% (n=16)

# Healing Moments Weekly Huddle Story “No Small Act”

**DRAFT AGENDA**  
**BOARD OF DIRECTORS MEETING - REGULAR MEETING**  
**NORTH BREVARD COUNTY HOSPITAL DISTRICT**  
**OPERATING**  
**PARRISH MEDICAL CENTER**  
**JANUARY 8, 2024**  
**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. New Providers (memo included)
- V. Review and Approval of Minutes (November 6, 2023 Regular Meeting)
- VI. Open Forum for PMC Physicians
- VII. Public Input and Comments\*\*\*<sup>1</sup>
- VIII. Unfinished Business\*\*\*
- IX. New Business\*\*\*
  - A. 2024 Board of Directors Committee Roster  
**Motion to approve the 2024 Board of Director Committee Roster, as presented.**
  - B. PMC Pension Plan Update – Ms. Sellers and Mr. McAlpine
- 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 approve the renewal of Pension Committee membership for Casey Crouch for a three-year**

**term from March 2, 2023, through March 1, 2026.**

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. Pension**

1. **Motion to recommend to the Board of Directors approve the Resolution and Secretary's Certificate of the Board of Directors of the North Brevard County Hospital District Terminating the North Brevard County Hospital District Pension Plan and Trust Agreement.**
2. **Motion to recommend to the Board of Directors approve the Resolution and Secretary's Certificate of the Board of Directors of the North Brevard County Hospital District Approving the Amendment to the North Brevard County Hospital District d/b/a Parrish Medical Center 403(b) Plan.**

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. \*\*\*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. Budget and Finance Committee
- C. Executive Committee
- D. Educational, Governmental and Community Relations Committee
- E. Planning, Physical Facilities & Properties Committee

XIV. Process and Quality Report – Administration

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

XVI. Other

XVII. Closing Remarks – Chairman

**BOARD OF DIRECTORS MEETING**

**JANUARY 8, 2024**

**PAGE 3**

**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.**

**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.**

**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.**



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# Welcome New Providers

## Navin Bajaj, MD, Internal Medicine/Critical Care

**Medical School:** All India School of Medical Sciences

**Residency:** St. Vincent's Medical Center, Bridgeport, CT

**Fellowship:** Critical Care Fellowship, University of Missouri Kansas City  
Sleep Medicine Fellowship, Boston University Medical Center, Boston, MA



# Welcome New Providers

**Nimesh Nemani, MD, Internal Medicine/Critical Care**

**Medical School:**

Poona University, NDVMPS  
Medical College, India

**Residency:**

Mt. Sinai Hospital, NY

**Fellowship:** Critical Care, Mt.  
Sinai Hospital, NY





# Welcome New Providers

## Osman Farooq, MD, Internal Medicine/Critical Care

**Medical School:** Poznan  
University of Medical Sciences,  
Poland

**Residency:** Internal Medicine,  
Orlando Health, FL

**Fellow** : Critical Care, Orlando  
Health, Orlando, FL

**MBA:** Rollins College, Winter  
Park



# Welcome New Providers

## Sarmad Chaudhry, MD, Pulmonary Medicine/Critical Care

### Medical School:

Ayyub Medical College, Abbottabad,  
Pakistan

### Residency:

Marshall University School of  
Medicine, Huntington, WV

Fellowship: Pulmonary Medicine,  
Marshall University, Critical Care  
University of Pittsburgh Medical  
Center



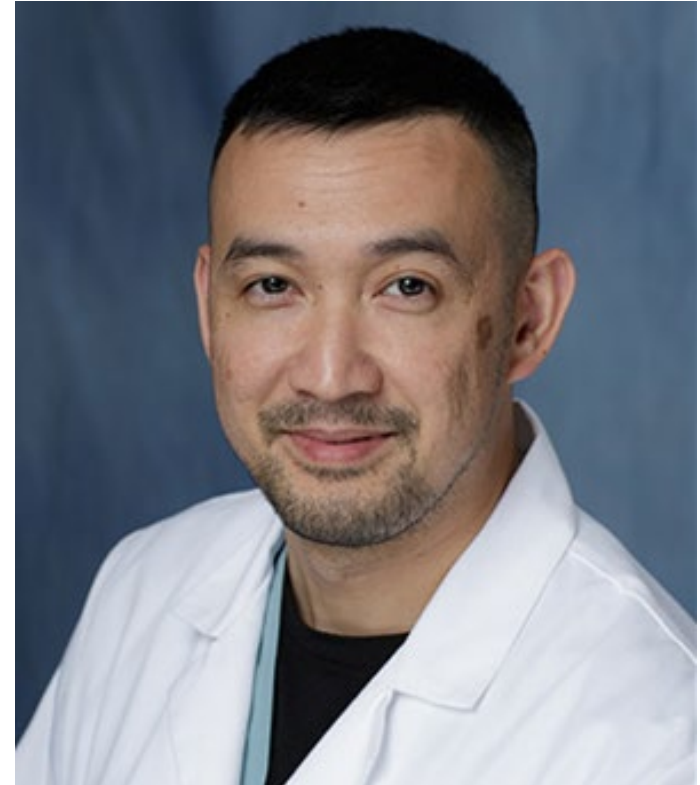
# Welcome New Providers

## Peter Nguyen, MD – Anesthesiology

### Medical School:

University of California,  
Davis School of Medicine

**Residency:** University of Florida -  
UF Health Shands Hospital



# Welcome New Providers

## Austin McCarthy, MD - Anesthesiology

**Medical School:** University of Central Florida College of Medicine

**Residency:** Jackson Health – University of Miami Miller School of Medicine



# Welcome New Providers

## Kevin Funez, MD – Anesthesiology

**Medical School:** American University  
of the Caribbean, Cupecoy,  
Sint Maarten

**Residency:** Penn State  
Milton S. Hershey  
Medical Center, Hershey, PA

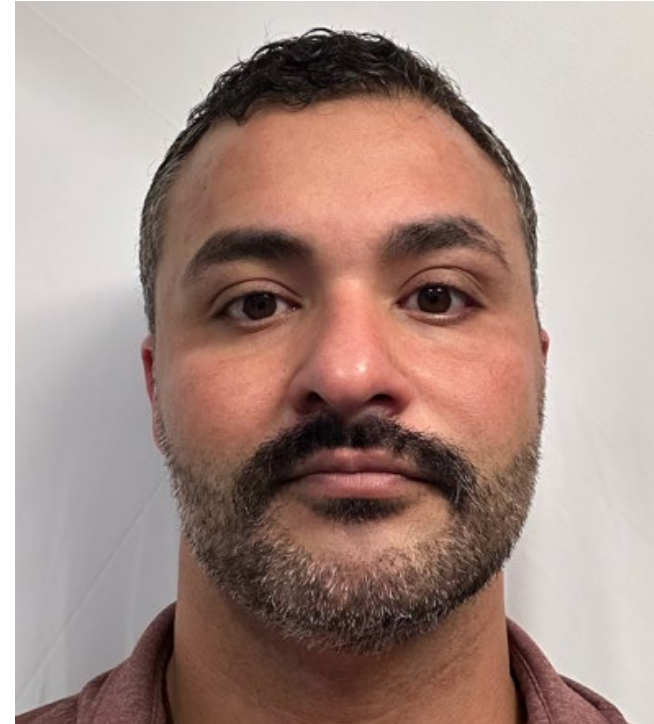


# Welcome New Providers

## Patrick Fattouch, MD – Anesthesiology

**Medical School:** University of  
Sint Eustatius School of Medicine  
Netherland, Antilles

**Residency:** Detroit Medical Center  
Wayne State University  
Detroit



**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 3:12 p.m. on November 6, 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.  
Elizabeth Galfo, M.D.  
Ashok Shah, M.D.  
Billie Fitzgerald  
Maureen Rupe  
Billy Specht  
Jerry Noffel

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. Jordan called the meeting to order at 3:12 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. Galfo, and approved (9 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**

There were no recognitions.

### **REVIEW AND APPROVAL OF MINUTES**

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

***ACTION TAKEN: MOVE TO APPROVE THE MINUTES OF THE SEPTEMBER 11, 2023 REGULAR MEETING, THE MINUTES OF THE SEPTEMBER 11, 2023 FIRST PUBLIC HEARING, AND THE MINUTES OF THE SEPTEMBER 25, 2023 SECOND PUBLIC HEARING OF THE BOARD OF DIRECTORS OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT DBA PARRISH MEDICAL CENTER, AS PRESENTED.***

### **OPEN FORUM FOR PMC PHYSICIANS**

There were no physician comments.

### **PUBLIC COMMENTS**

A member of the public spoke at this time. A copy of the public appearance request is appended to the file copy of these minutes.

Related to the public comment, Mr. Mikitarian shared that the Department of Environmental Protection is responsible for the protection and restoration of water, adding that there are five know legal entities responsible for the protection specifically of Florida's waterways.

### **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 in block by Mr. Cole, seconded by Dr. Galfo, and approved (9 ayes, 0 nays, 0 abstentions).

***ACTION TAKEN: MOVED THAT THE BOARD OF DIRECTOR'S OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT APPROVE TO REFORMAT THE DELINEATED PRIVILEGES FOR ALLIED HEALTH – CRITICAL CARE AS PROPOSED.***



***ACTION TAKEN:* MOVED THAT THE BOARD OF DIRECTOR'S OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT APPROVE THE AMENDMENT OF DELINEATED PRIVILEGES FOR FAMILY MEDICINE TO INCLUDE INTERPRETATION/PROCEDURE: POLYSOMNOGRAM-MSLT.**

***ACTION TAKEN:* MOVED THAT THE BOARD OF DIRECTOR'S OF THE NORTH BREVARD COUNTY HOSPITAL DISTRICT APPROVE THE USE OF SPECIALLY TRAINED ALLIED HEALTH PROFESSIONAL – SURGERY WITH ROBOTICS PERSONNEL DURING OB/GYN SURGERIES.**

### **CONSENT AGENDA**

Discussion ensued regarding the consent agenda, and the following motion was made by Dr. Galfo, seconded by Mr. Cole, and approved (9 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 purchase of critical hardware at total cost not to exceed \$2,500,000.

### **COMMITTEE REPORTS**

#### **Quality Committee**

Dr. Galfo 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 was a great success. Mr. Morak thanked Mr. and Mrs. Boyles along with Gray Robinson as the top presenting sponsor of the Gala, adding that this was Mr. and Mrs. Boyles 11<sup>th</sup> year sponsoring this event.

**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 3:41p.m.

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

**NORTH BREVARD COUNTY HOSPITAL DISTRICT  
OPERATING PARRISH MEDICAL CENTER  
MEDICAL EXECUTIVE COMMITTEE MEETING – REGULAR SESSION MINUTES  
December 19, 2023 @ 5:30pm**

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

**Absent:** L. Stuart, MD, C. Jacobs, MD, K. George, MD, B. Mathews, MD, H. Cole,  
C. McAlpine, G. Mikitarian, C. Rajan, DO

A meeting of the Medical Executive Committee of the North Brevard County Hospital District operating Parrish Medical Center was called to order on December 19, 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 5:34 pm.

**I. REVIEW AND APPROVAL OF MINUTES**

Motion to approve the Regular Session minutes of November 21, 2023 as written and distributed *was made by Dr. Manion, seconded by Dr. Fernandez and unanimously approved.*

**2. OLD Business:** None.

**3. NEW Business:**

**a. Triennial Order Review:** (sent electronically, 12/5, 12/13/2023)

CAT Hypotension w/o SIRS / SEPSIS Protocol E3167  
Continuous Neb/Adult COPD AST E3492  
Bronchoscopy Micro Requisition E3467  
CAT Cardiac Dysrhythmia Protoc E3166  
Colectomy-Post Op E80ad  
Continuous Neb-Peds Asthma E3494  
CAT Acute Change in LOC Proto E3163  
CAT Chest Pain Protocol E3169  
Colon Resection ERAS PostOP E3544abc  
Continuous Neb-Hyperkalemia E3493  
CAT Acute Hemorrhage Protocol E3165  
Neutropenic Fever-Adult E1265ad  
Thyroidectomy-Post E3156abc  
MSE Laceration E3409  
**Newborn Management-Admission E318ab \***

**Triennial Order Review *continued*:**

Hip Fracture-Post E328abc  
MSE Pain Nausea Management E3426  
PACU 12 & Under E1101  
MSE Head injury E3498  
MSE UTI or Pyelo E3499

**MOTION TO TABLE APPROVAL FOR THE ORDRE SET; NEWBORN MANAGEMENT – ADMISSION E318ab PENDING EDITS WAS MADE BY DR. MANION, SECONDED BY DR. R. PATEL AND U NANIMOUSLY APPROVED.**

**MOTION TO APPROVE THE TRIENNIAL ORDER SET REVIEW IN BLOCK (WITH THE EXCEPTION NOTED) AS WRITTEN AND ELECTRONICALLY DISTRIBUTED WAS MADE BY DR. MANION, SECONDED BY DR. R. PATEL AND UNANIMOUSLY APPROVED.**

**CONSENT AGENDA - STANDING ORDERS *distributed electronically***

**December 13, 2023**

- AAA Repair - Postoperative (E3232ae) - Adjusted Vital Signs and added pre-checked Nasal Decolonization under Nursing Orders, Corrected missing reflexing VTE Prophylaxis orders by adding them under the VTE Assessment under General, Updated Diets.
- Colon Resection Enhanced Recovery Post Operative (E3544ad) - Added non-prechecked Nasal Decolonization under Nursing Orders, Changed Acetaminophen and Methocarbamol dosage instructions, Adjusted VTE Prophylaxis order placement and moved them below the VTE Assessment under General.
- General Surgery Postoperative (E1054ac) - Added non-pre-checked Nasal Decolonization under Nursing Orders, Corrected missing VTE Prophylaxis orders by adding them under the VTE Assessment under General.
- Cat Sepsis Protocol (E3172ab) - Updated Lactic Acid to match the approved Sepsis and ED Sepsis Lactic Acid instructions, Adjusted Blood Culture

comments, Updated IV Fluid section with Sodium Chloride adjustments to match ED Sepsis order set, Updated iStat Lab into Obtain Arterial Blood Gas, Added Procalcitonin under Laboratory, Removed Random Cortisol under Laboratory.

- PostPartum Hemorrhage (E1213ab) - We have removed the CCP option from the Order for Blood Products. Updated oxytocin concentration from: 30,000 milliunits/500mL to: 10 units/500mL, Updated the med comments.
- Blood Products (E3788ac) - Removed the Covid Convalescent Plasma option, Corrected all units of cc to mm<sup>3</sup>.

**MOTION TO APPROVE THE CONSENT AGENDA AS WRITTEN AND DISTRIBUTED ELECTRONICALLY WAS MADE BY DR. R. PATEL, SECONDED BY DR. CUCULINO AND UNANIMOUSLY APPROVED.**

**Committee Reports:**

December 11, 2023 – Regular Session Credentials & Medical Ethics

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

**The Meeting of the Board of Directors October 2, 2023**

Quality Committee – *(attached)*

The Regular Session *(attached)*

**MOTION TO ENTER THE BOARD OF DIRECTOR/S MEETING MINUTES INTO THE RECORD AS WRITTEN AND DISTRIBUTED WAS MADE BY DR. CUCULINO, SECONDED BY DR. CARMONA AND UNANIMOUSLY APPROVED.**

Report from Administration: None

Report from the Board: None

Open Forum: None

*There being no further business the meeting adjourned at 5:38pm.*

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Aluino Ochoa, MD  
President, Medical Staff

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Christopher Manion, MD  
Secretary/Treasurer

**NEXT MEETING JANUARY 16, 2024**

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

**2024 BOARD OF DIRECTORS, OFFICERS AND COMMITTEES**

---

**BOARD OF DIRECTORS**

Robert L. Jordan, Jr., C.M.  
Herman A. Cole, Jr.  
Elizabeth Galfo, M.D.  
Billie Fitzgerald  
Dan Aton  
Stan Retz, CPA  
Maureen Rupe  
Billy Specht  
Ashok Shah, M.D.

**OFFICERS**

Robert L. Jordan, Jr., C.M., Chairman  
Stan Retz, CPA, Vice Chairman  
Elizabeth Galfo, M.D., Secretary  
Herman A. Cole, Jr., Treasurer

**COMMITTEES**

**EXECUTIVE COMMITTEE**

Stan Retz, CPA, Chairperson  
Robert L. Jordan, Jr., C.M., Vice Chairperson  
Elizabeth Galfo, M.D., Secretary  
Herman A. Cole, Jr., Treasurer  
Maureen Rupe Member-at-Large  
George Mikitarian, President/Chief Executive Officer (Non-voting)

**EDUCATIONAL, GOVERNMENTAL AND COMMUNITY RELATIONS**

Robert L. Jordan, Jr., C.M. (ex-officio)  
Stan Retz, CPA  
Billie Fitzgerald, Chairperson  
Maureen Rupe, Vice Chairperson  
Elizabeth Galfo, M.D.  
Herman A. Cole, Jr.  
Ashok Shah, M.D.  
Dan Aton  
Billy Specht  
Aluino Ochoa, M.D., President/Medical Staff\*  
George Mikitarian, President/Chief Executive Officer (Non-voting)

**FINANCE COMMITTEE**

Herman A. Cole, Jr., Chairperson  
Robert L. Jordan, Jr., C.M., (ex-officio)  
Billie Fitzgerald  
Stan Retz, CPA, Vice Chairperson  
Dan Aton  
Maureen Rupe  
Christopher Manion, M.D.\*  
Aluino Ochoa, M.D., President/Medical Staff\*\*  
George Mikitarian, President/Chief Executive Officer (Non-voting)



**2024 BOARD OF DIRECTORS, OFFICERS AND COMMITTEES**

**PAGE 3**

**PLANNING, PHYSICAL FACILITIES AND PROPERTIES COMMITTEE**

Robert L. Jordan, Jr., C.M. (ex-officio)  
Maureen Rupe  
Herman A. Cole, Jr.  
Billy Specht  
Dan Aton  
Aluino Ochoa, M.D., President/Medical Staff\*  
George Mikitarian, President/Chief Executive Officer (Non-voting)

**AUDIT COMMITTEE**

Robert L. Jordan, Jr., C.M. (ex-officio)  
Herman A. Cole, Jr.  
Stan Retz, CPA  
Dan Aton

**QUALITY COMMITTEE**

Elizabeth Galfo, M.D., Chairperson  
Robert L. Jordan, Jr., C.M. (ex-officio)  
Stan Retz, CPA  
Herman A. Cole, Jr.  
Billie Fitzgerald  
Dan Aton  
Maureen Rupe, Vice Chairperson  
Ashok Shah, M.D.  
Billy Specht  
Greg Cuculino, M.D.  
Aluino Ochoa, M.D., President/Medical Staff  
TBD Designee/Medical Staff Review Committee  
TBD Designee/Utilization Management/Medical Records Committee\*\*  
Christopher Manion, M.D., Designee/Credentials and Medical Ethics Committee  
George Mikitarian, President/Chief Executive Officer (Non-voting)

**JOINT CONFERENCE COMMITTEE**

Board Member  
Board Member  
Board Member  
Board Member  
Aluino Ochoa, M.D., President/Medical Staff, Chairman  
Pedro Carmona, M.D., Vice President/Medical Staff  
MEC Member – To Be Determined  
MEC Member – To Be Determined  
George Mikitarian, President/Chief Executive Officer (Ex-Officio with Vote)

**2024 BOARD OF DIRECTORS, OFFICERS AND COMMITTEES  
PAGE 4**

**BOARD OF DIRECTORS AD HOC CREDENTIALS COMMITTEE**

Robert L. Jordan, Jr., C.M. (ex-officio)  
Elizabeth Galfo, M.D.  
Billie Fitzgerald  
Ashok Shah, M.D.  
Dan Aton

**INVESTMENT COMMITTEE**

Robert L. Jordan, Jr., C.M. (ex-officio)  
Stan Retz, CPA  
Herman A. Cole, Jr.  
Dan Aton

**BOARD LIAISON APPOINTMENTS**

**Joint Risk Management Committee**

Ashok Shah, M.D.

**Medical Staff Review Committee**

Ashok Shah, M.D.

**North Brevard Medical Support, Inc.**

Stan Retz, CPA

\*Medical Staff Representatives

\*\*Designated as the alternate to represent Medical Staff in absence of primary delegate.  
The Vice President of the Medical Staff will represent the President of the Medical Staff  
in his absence at all Board meetings.

(January 3, 2024)

## 2024 BOARD OF DIRECTORS, OFFICERS AND COMMITTEES

PAGE 5

### SCHEDULE OF MEETINGS

Ad Hoc Credentials Review Committee Executive Session	–	First Monday TBD
Quality Committee	–	First Monday Noon
Finance Committee	–	First Monday (Immediately following Quality)
Executive Committee	–	First Monday (Immediately following Finance)
Board of Directors Executive Session	–	First Monday (To commence no earlier than 1:30 p.m.)
Education Committee	–	First Monday (Immediately following Executive Session)
Planning Committee	–	First Monday (Immediately following Education Committee)
Board Meeting	–	First Monday (To begin no earlier than 2:00 p.m. or immediately following the last Committee meeting)
Audit Committee	–	TBA
Joint Conference Committee	–	TBA
Medical Executive Committee	–	Third Tuesday 5:30 p.m.
Medical Staff	–	First Tuesday March, June, September, December 5:30 p.m.

**RESOLUTION OF THE  
BOARD OF DIRECTORS OF THE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
TERMINATING THE NORTH BREVARD COUNTY HOSPITAL DISTRICT, A  
SPECIAL TAX DISTRICT OPERATING PARRISH MEDICAL CENTER PENSION  
PLAN AND TRUST AGREEMENT**

The Board of Directors of the North Brevard County Hospital District, d/b/a Parrish Medical Center, at a meeting duly called and held for which notice was given in accordance with Florida Statutes Chapter 286.011, and at which a quorum was present, hereby adopts the following recitals and resolutions:

**WHEREAS**, the 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; and

**WHEREAS**, the District established the North Brevard County Hospital District, a Special Tax District operating Parrish Medical Center Pension Plan and Trust Agreement, (the "Plan"), effective as of February 15, 1972; and

**WHEREAS**, pursuant to an amendment to the Plan effective September 30, 2016, benefit accruals ceased under the Plan and no new employees were allowed to participate in the Plan as of such date and earnings after such date were not considered under the Plan; and

**WHEREAS**, the Pension Administrative Committee of the District (the "Committee") assists in the administration of the Plan and provides recommendations to the District regarding the Plan; and

**WHEREAS**, after recommendation by the Committee, the District terminated the Plan, effective September 30, 2023; and

**WHEREAS**, the Committee has recommended the District adopt two amendments to the Plan, one of which relates to the specifics of the final distribution of Plan assets and the other of which amends the Plan to comply with all of the applicable requirements of the Internal Revenue Code in effect upon termination of the Plan, both of which are attached hereto as Exhibit "A" and Exhibit "B", respectively.

**RESOLVED**, that the District hereby adopts both of the amendments recommended by the Committee, attached hereto as Exhibit "A" and Exhibit "B", respectively.

**RESOLVED**, that the proper officers of the District are hereby authorized and directed to take any and all actions necessary to effect the foregoing resolutions and that any and all actions heretofore taken by any officer or director of the District in connection to the foregoing resolutions are ratified, confirmed and approved in all respects.

This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of January, 2024.

BOARD OF NORTH BREVARD COUNTY  
HOSPITAL DISTRICT

By: \_\_\_\_\_  
Printed Name: Robert L. Jordan, Jr.  
Its: Chairman

ATTEST:

By: \_\_\_\_\_  
Printed Name: Elizabeth T. Galfo, M.D.  
Its: Secretary

#52233338 v1  
11/27/23

**EXHIBIT "A"**

**AMENDMENT TO THE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
A Special Tax District Operating  
PARRISH MEDICAL CENTER  
PENSION PLAN AND TRUST AGREEMENT**

**WHEREAS**, the North Brevard County Hospital District ("Employer") established the Parrish Medical Center Pension Plan and Trust Agreement ("Plan"), effective as of February 15, 1972, as subsequently amended, and

**WHEREAS**, the Plan was terminated on September 30, 2023; and

**WHEREAS**, the Employer desires to amend the Plan to specify the distribution methodology upon termination of the Plan in order to liquidate the Plan's Trust Fund; and

**WHEREAS**, the Employer has the right to amend the Plan; and

**NOW THEREFORE, BE IT RESOLVED**, that the Plan is hereby amended as follows, effective as of the date of execution hereof.

1. The following is added as new Section 5 of Article VII of the Plan.

5. **Distribution Methodology on Plan Termination.**

(a) The Plan terminated on September 30, 2023. As a result of the termination of the Plan and notwithstanding anything in the Plan to the contrary, the normal methodology by which Participants elect payment of their benefits will cease and the Fund shall be liquidated and paid in accordance with the provisions of this Section 5 of Article VII. All Participants who are actively employed by the Employer on September 30, 2023, all terminated vested Participants who are not in pay status on September 30, 2023, and all Beneficiaries who are not in pay status on September 30, 2023, shall receive a single lump sum distribution equal to the actuarial present value of their Vested Accrued Benefit (computed utilizing the assumptions specified in Section 2 (a) and (b) of this Article VII). All terminated Participants who are in pay status on September 30, 2023, and all Beneficiaries who are in pay status on September 30, 2023, shall have option of continuing to receive their current annuity benefit via the Plan's purchase of an annuity contract or receiving the commuted value of their remaining annuity payments (computed utilizing the assumptions specified in Section 2(a) and (b) of this Article VII) in a single lump sum. The Participants referenced in the immediately preceding sentence are referred to as the "Eligible Distributees." The Committee shall inform the Eligible Distributees of this voluntary benefit election and shall allow such Eligible Distributees a limited window opportunity during which they can make their benefit election, provided such election must be made, in writing, no earlier and no later than the dates prescribed and communicated by the Committee. Provided however, the Committee may determine a later date for receipt of the election, at its discretion. The Committee will provide each Eligible Distributee a benefit election form relating to this voluntary benefit election, which will include a calculation of the lump sum payment amount. If an Eligible Participant fails to timely return a completed election form to the Committee, such Participant will be

deemed to have elected to receive his current annuity benefit via the Plan's purchase of an annuity contract. For purposes of this Plan, an alternate payee under a qualified domestic relations order shall be considered a Beneficiary.

(b) Upon termination of the Plan, if any Participant or Beneficiary cannot be located after a reasonable diligent search, the Committee may make a direct rollover to an IRA selected by the Committee in accordance with the automatic rollover provisions of Code Section 401(a)(31)(B). However, an automatic rollover under this Section 5(b) of Article VII may be made on behalf of any missing Participant or Beneficiary, regardless of the amount of the automatic rollover.

2. Section 4 of Article VIII of the Plan is hereby deleted in its entirety and the following is substituted in lieu thereof.

4. **Reemployment of Retired Participants.** If a retired Participant is reemployed on a full-time or part-time basis by the Employer, the payment of his monthly retirement benefits shall be suspended during the period of such reemployment; provided, however, that if the Participant has attained his Normal Retirement Date, such suspension shall only occur in those calendar months in which he is credited with 80 or more hours of service with the Employer. Upon the subsequent termination of employment by such Participant, the Participant shall be entitled to receive a retirement benefit based upon his years of Continuous Service and Earnings prior to the date of his previous retirement, as well as his years of Continuous Services and Earnings earned during the period of reemployment. The provisions of this Section 4 of Article VIII shall not apply after September 30, 2023.

**IN WITNESS WHEREOF**, the Employer has caused this Amendment to be executed and duly attested as of the \_\_\_\_\_ day of January, 2024.

ATTEST:

PARRISH MEDICAL CENTER, on behalf of  
the Board of Directors of the North Brevard  
County Hospital District, a Special Tax  
District

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: George Mikitarian  
Title: President/CEO

## EXHIBIT "B"

### AMENDMENT TO THE NORTH BREVARD COUNTY HOSPITAL DISTRICT A Special Tax District Operating PARRISH MEDICAL CENTER PENSION PLAN AND TRUST AGREEMENT

**WHEREAS**, the North Brevard County Hospital District ("Employer") established the Parrish Medical Center Pension Plan and Trust Agreement ("Plan"), effective as of February 15, 1972, as subsequently amended, and

**WHEREAS**, the Plan was terminated on September 30, 2023; and

**WHEREAS**, the Employer desires to amend the Plan to keep the Plan in compliance with the Plan qualification requirements that apply to the Plan as of the date of Plan termination; and

**WHEREAS**, the Employer has the right to amend the Plan; and

**NOW THEREFORE, BE IT RESOLVED**, that the Plan is hereby amended as follows, effective September 30, 2023, except to the extent otherwise provided herein.

#### ARTICLE I

##### COMPLIANCE WITH PLAN QUALIFICATION REQUIREMENTS

**1.01** This Amendment is intended to keep the Plan in compliance with the Plan qualification requirements that apply to the Plan, effective as of the date of Plan termination, except to the extent otherwise provided herein.

#### ARTICLE II

##### AMENDMENT RELATING TO THE SECURE 2.0 ACT OF 2022

**2.01 In General.** On December 29, 2022, the SECURE 2.0 Act of 2022 (SECURE 2.0) became law. Provisions of SECURE 2.0 may affect certain Plan provisions. The provisions of SECURE 2.0 are effective at various times, as reflected in the provisions under this Article II. The Plan Administrator shall administer the provisions of this Article II consistent with a "good-faith" interpretation of SECURE 2.0. The provisions of this Article II supersede any inconsistent provisions of the Plan.

**2.02 Increase in age for Required Beginning Date for required minimum distributions.** As provided under §107 of SECURE 2.0, effective for distributions required to be made after December 31, 2022, with respect to Participants who attain age 72 after such date, the age for determining a Participant's Required Beginning Date is age 73.

**2.03 Recognition of tribal government domestic relations orders.** As provided under §339 of SECURE 2.0, effective for domestic relations orders received by the Plan Administrator after December 31, 2022, including any such order which is submitted for reconsideration after such date, a qualified domestic relations order includes a domestic relations order



issued by or under the laws of an Indian tribal government, a subdivision of such an Indian tribal government, or an agency or instrumentality of either.

**2.04 Special rules applicable to benefit overpayments.** Effective as of December 29, 2022 (and with respect to certain actions before December 29, 2022, as provided under §301 of SECURE 2.0), the provisions of Code Section 414(aa) – Special Rules Applicable to Benefit Overpayments (as added under §301 of SECURE 2.0) apply to the Plan.

- (a) **Impact on Plan qualification.** The Plan shall not fail to be treated as satisfying the requirements of Code Section 401(a) merely because: (i) the Plan fails to obtain payment from any Participant, Beneficiary, employer, plan sponsor, fiduciary, or other party on account of any inadvertent benefit overpayment made by the Plan, or (ii) the Employer amends the Plan to increase past, or decrease future, benefit payments to affected Participants and Beneficiaries in order to adjust for prior inadvertent benefit overpayments.
- (b) **Reduction in future benefit payments and recovery from responsible party.** Section 2.04(a) shall not fail to apply to the Plan merely because, after discovering a benefit overpayment, the Plan: (i) reduces future benefit payments to the correct amount provided for under the terms of the Plan, or (ii) seeks recovery from the person or persons responsible for such overpayment.
- (c) **Observance of benefit limitations.** Notwithstanding the provisions of this Section 2.04, the Plan shall observe any limitations imposed on it by Code Sections 401(a)(17) or 415. The Plan may enforce such limitations using any method approved by the IRS for recouping benefits previously paid or allocations previously made in excess of such limitations.
- (d) **Coordination with other qualification requirements.** The Plan shall comply with any regulations or other guidance of general applicability issued by the IRS specifying how benefit overpayments and their recoupment or non-recoupment from a Participant or Beneficiary shall be taken into account for purposes of satisfying any requirement applicable to the Plan.
- (e) **Rollovers.** As provided for under Code Section 402(c)(12), as added by §301(b)(2) of SECURE 2.0, in the case of an inadvertent benefit overpayment from the Plan to which Code Section 414(aa)(1) applies that is transferred to an Eligible Retirement Plan by or on behalf of a Participant or Beneficiary: (i) the portion of such overpayment with respect to which recoupment is not sought on behalf of the Plan shall be treated as having been paid in an Eligible Rollover Distribution if the payment would have been an Eligible Rollover Distribution but for being an overpayment, and (ii) the portion of such overpayment with respect to which recoupment is sought on behalf of the Plan shall be permitted to be returned to such Plan and in such case shall be treated as an Eligible Rollover Distribution transferred to such Plan by the Participant or Beneficiary who received such overpayment (and the plans making and receiving such transfer shall be treated as permitting such transfer).

**ARTICLE III  
SETTING EVERY COMMUNITY UP FOR RETIREMENT  
ENHANCEMENT ACT ("SECURE ACT")**

**3.01 In General.** On December 20, 2019, the Further Consolidated Appropriations Act, 2020, which includes the SECURE Act, became law. The provisions of this Act are effective at various times, as reflected in the provisions under this Article III. The Plan Administrator shall administer the provisions of this Article III consistent with a "good-faith" interpretation of this law. The provisions of this Article III supersede any inconsistent provisions of the Plan.

**3.02 Modification of required minimum distribution rules.**

- (a) **Increase in age for Required Beginning Date for mandatory distributions.** As provided under Code Section 401(a)(9)(C)(i)(I) as amended by SECURE Act §114, effective for distributions required to be made after December 31, 2019, with respect to Participants who attain age 70½ after such date, all references to "age 70½" under Article IV of the Plan are replaced with "age 72." For purposes of determining required minimum distributions for calendar years beginning on or after January 1, 2022 (or such later date as specified in applicable regulations or guidance), the Plan Administrator must apply the provisions of this Section 3.02(a) consistent with proposed Treas. Reg §§1.401(a)(9)-1 through 1.401(a)(9)-9 issued on February 24, 2022 (or subsequent applicable final regulations), to the extent that said provisions apply to governmental plans under Code Section 414(d).
- (b) **Modifications of required minimum distribution rules for defined benefit plans.** For purposes of determining required minimum distributions for calendar years beginning on or after January 1, 2022 (or such later date as specified in applicable final regulations or guidance), the Plan Administrator must apply the required minimum distribution provisions of the Plan consistent with proposed Treas. Reg §§1.401(a)(9)-1 through 1.401(a)(9)-9 issued on February 24, 2022 (or subsequent applicable final regulations or guidance), to the extent that said provisions apply to governmental plans under Code Section 414(d).

**IN WITNESS WHEREOF**, the Employer has caused this Amendment to be executed and duly attested as of the \_\_\_ day of January, 2024.

ATTEST:

PARRISH MEDICAL CENTER, on behalf of  
the Board of Directors of the North Brevard  
County Hospital District, a Special Tax  
District

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: George Mikitarian  
Title: President/CEO

**SECRETARY'S CERTIFICATE ACKNOWLEDGING TERMINATION  
OF THE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
A Special Tax District Operating  
PARRISH MEDICAL CENTER  
PENSION PLAN AND TRUST AGREEMENT**

The undersigned Secretary of the North Brevard County Hospital District hereby certifies that the following resolutions were adopted by the North Brevard County Hospital District at a formal meeting for which notice was given in accordance with Florida Statutes Chapter 286.011 and that such resolutions have not been amended or rescinded since that date.

*WHEREAS*, the 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; and

*WHEREAS*, the District established the North Brevard County Hospital District, a Special Tax District operating Parrish Medical Center Pension Plan and Trust Agreement, (the "Plan"), effective as of February 15, 1972; and

*WHEREAS*, pursuant to an amendment to the Plan effective September 30, 2016, benefit accruals ceased under the Plan and no new employees were allowed to participate in the Plan as of such date and earnings after such date were not considered under the Plan; and

*WHEREAS*, the Pension Administrative Committee of the District (the "Committee") assists in the administration of the Plan and provides recommendations to the District regarding the Plan; and

*WHEREAS*, after recommendation by the Committee, the District terminated the Plan, effective September 30, 2023; and

*WHEREAS*, the Committee has recommended the District adopt two amendments to the Plan, one of which relates to the specifics of the final distribution of Plan assets and the other of which amends the Plan to comply with all of the applicable requirements of the Internal Revenue Code in effect upon termination of the Plan, both of which are attached hereto as Exhibit "A" and Exhibit "B", respectively.

*RESOLVED*, that the District hereby adopts both of the amendments recommended by the Committee, attached hereto as Exhibit "A" and Exhibit "B", respectively.

*RESOLVED*, that the proper officers of the District are hereby authorized and directed to take any and all actions necessary to effect the foregoing resolutions and that any and all actions heretofore taken by any officer or director of the District in connection to the foregoing resolutions are ratified, confirmed and approved in all respects.

Date: January \_\_, 2024

By: \_\_\_\_\_, Secretary

Printed Name: Elizabeth T. Galfo, M.D.

Its Secretary

#52233871 v1  
11/27/23



**RESOLUTION OF THE  
BOARD OF DIRECTORS OF THE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
APPROVING THE AMENDMENT TO THE NORTH BREVARD COUNTY HOSPITAL  
DISTRICT D/B/A PARRISH MEDICAL CENTER 403(b) PLAN**

The Board of Directors of the North Brevard County Hospital District, d/b/a Parrish Medical Center, at a meeting duly called and held for which notice was given in accordance with Florida Statutes Chapter 286.011, and at which a quorum was present, hereby adopts the following recitals and resolutions:

*WHEREAS*, the 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; and

*WHEREAS*, the District established the North Brevard County Hospital District, a Special Tax District operating the North Brevard County District d/b/a Parrish Medical Center 403(b) Plan (the "Plan"), effective as of January 1, 1989; and

*WHEREAS*, the Pension Administrative Committee of the District (the "Committee") assists in the administration of the Plan and provides recommendations to the District regarding the Plan; and

*WHEREAS*, after recommendation by the Committee that the Plan be amended, the District approved the amendment to the Plan, attached hereto as Exhibit "A".

*RESOLVED*, that the District hereby adopts the amendment recommended by the Committee, attached hereto as Exhibit "A".

*RESOLVED*, that the proper officers of the District are hereby authorized and directed to take any and all actions necessary to effect the foregoing resolutions and that any and all actions heretofore taken by any officer or director of the District in connection to the foregoing resolutions are ratified, confirmed and approved in all respects.

This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of January, 2024.

BOARD OF NORTH BREVARD COUNTY  
HOSPITAL DISTRICT

By: \_\_\_\_\_  
Printed Name: Robert L. Jordan, Jr.  
Its: Chairman

ATTEST:

By: \_\_\_\_\_  
Printed Name: Elizabeth T. Galfo, M.D.  
Its: Secretary

## EXHIBIT "A"

8-5 **DEFAULT VESTING RULES.** In applying the vesting requirements under this AA §8, the following default rules apply. [*Note: No election should be made under this AA §8-5 if all contributions are 100% vested.*]

- **Year of Service.** An Employee earns a Year of Service for vesting purposes upon completing 1,000 Hours of Service during a Vesting Computation Period. Hours of Service are calculated based on actual hours worked during the Vesting Computation Period. (See Section 1.68 of the Plan for the definition of Hours of Service.)
- **Vesting Computation Period.** The Vesting Computation Period is the Plan Year.
- **Break in Service Rules.** The Nonvested Participant Break in Service rule and One-Year Break in Service rules do NOT apply.

To override the default vesting rules, complete the applicable sections of this AA §8-5. If this AA §8-5 is not completed, the default vesting rules apply.

ER	Match	
<input type="checkbox"/>	<input type="checkbox"/>	(a) <b>Year of Service.</b> Instead of 1,000 Hours of Service, an Employee earns a Year of Service upon the completion of ____ Hours of Service during a Vesting Computation Period.
<input type="checkbox"/>	<input type="checkbox"/>	(b) <b>Vesting Computation Period.</b> Instead of the Plan Year: <ul style="list-style-type: none"> <li><input type="checkbox"/> (1) The Plan will use Anniversary Years for all Vesting Computation Periods.</li> <li><input type="checkbox"/> (2) Describe: _____</li> </ul> <p><i>[Note: Any Vesting Computation Period described in (2) must be a 12-consecutive month period and must apply uniformly to all Participants.]</i></p>
<input type="checkbox"/>	<input type="checkbox"/>	(c) <b>Elapsed Time Method.</b> Instead of determining vesting service based on actual Hours of Service, vesting service will be determined under the Elapsed Time Method. If this subsection is checked, service will be measured from the Employee's employment commencement date (or reemployment commencement date, if applicable) without regard to the Vesting Computation Period designated in Section 7.04 of the Plan.
<input type="checkbox"/>	<input type="checkbox"/>	(d) <b>Equivalency Method.</b> For purposes of determining an Employee's Hours of Service for vesting, the Plan will use the Equivalency Method (as defined in Section 7.03(a)(2) of the Plan). The Equivalency Method will apply to: <ul style="list-style-type: none"> <li><input type="checkbox"/> (1) All Employees.</li> <li><input type="checkbox"/> (2) Only to Employees for whom the Employer does not maintain hourly records. For Employees for whom the Employer maintains hourly records, vesting will be determined based on actual hours worked.</li> </ul> <p>Hours of Service for vesting will be determined under the following Equivalency Method:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> (3) <b>Monthly.</b> 190 Hours of Service for each month worked.</li> <li><input type="checkbox"/> (4) <b>Weekly.</b> 45 Hours of Service for each week worked.</li> <li><input type="checkbox"/> (5) <b>Daily.</b> 10 Hours of Service for each day worked.</li> <li><input type="checkbox"/> (6) <b>Semi-monthly.</b> 95 Hours of Service for each semi-monthly period.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	(e) <b>Nonvested Participant Break in Service rule applies.</b> Service earned prior to a Nonvested Participant Break in Service will be disregarded in applying the vesting rules. (See Section 7.07(c) of the Plan.) <ul style="list-style-type: none"> <li><input type="checkbox"/> The Nonvested Participant Break in Service rule applies to all Employees, including Employees who have not terminated employment.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	(f) <b>One-Year Break in Service rule applies.</b> The One-Year Break in Service rule (as defined in Section 7.07(b) of the Plan) applies to temporarily disregard an Employee's service earned prior to a one-year Break in Service. <ul style="list-style-type: none"> <li><input type="checkbox"/> The One-Year Break in Service rule applies to all Employees, including Employees who have not terminated employment.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	(g) <b>Special rules:</b> _____

## EXHIBIT "A"

### EMPLOYER SIGNATURE PAGE

**PURPOSE OF EXECUTION.** This Signature Page is being executed to effect:

- (a) The adoption of a **new plan**, effective \_\_\_\_\_ [*insert Effective Date of Plan*]. [*Note: Date can be no earlier than the first day of the Plan Year in which the Plan is adopted.*]
- (b) An **amendment or restatement** of the Plan. If this Plan is being amended, a snap-on amendment may be used to designate the modifications to the Plan; or the updated pages of the Adoption Agreement may be substituted for the original pages in the Adoption Agreement. All prior Employer Signature Pages should be retained as part of this Adoption Agreement.

(1) Effective Date(s) of amendment/restatement: as of the execution date of the Amendment

[*Note: Generally, the Effective Date should not be earlier than January 1, 2010. However, in rare circumstances, the Effective Date may be as early as January 1, 2009.*]

(2) Name of plan being amended/restated: North Brevard County Hospital dba Parrish Medical Center 403(b) Plan

(3) The original effective date of the plan being amended/restated: 1-1-1989

(4) If Plan is being amended, identify Adoption Agreement sections being amended: The prior elections contained in AA Section 4-3(g) and AA Sections 8-3(c) and 8-5(g) have been eliminated.

**VOLUME SUBMITTER SPONSOR INFORMATION.** The Volume Submitter Sponsor (or authorized representative) will inform the Employer of any amendments made to the Plan and will notify the Employer if it discontinues or abandons the Plan. To be eligible to receive such notification, the Employer agrees to notify the Volume Submitter Sponsor (or authorized representative) of any change in address. The Employer may direct inquiries regarding the Plan or the effect of the Favorable IRS Letter to the Volume Submitter Sponsor (or authorized representative) at the following location:

**Name of Volume Submitter Sponsor (or authorized representative):** Gray Robinson, P.A.

**Address:** 301 E. Pine St. Suite 1400 Orlando, FL 32801

**Telephone number:** (407) 843-8880

**IMPORTANT INFORMATION ABOUT THIS VOLUME SUBMITTER PLAN.** A failure to properly complete the elections in this Adoption Agreement or to operate the Plan in accordance with applicable law may result in disqualification of the Plan. The Employer may rely on the Favorable IRS Letter issued by the National Office of the Internal Revenue Service to the Volume Submitter Sponsor as evidence that the Plan is qualified under Code §403(b), provided that the Plan is word-for-word identical or substantially similar to the Volume Submitter Plan approved by the Internal Revenue Service.

By executing this Adoption Agreement, the Employer intends to adopt the provisions as set forth in this Adoption Agreement and the related Plan document. By signing this Adoption Agreement, the individual below represents that he/she has the authority to execute this Plan document on behalf of the Employer. This Adoption Agreement may only be used in conjunction with Basic Plan Document #08. The Employer understands that the Volume Submitter Sponsor has no responsibility or liability regarding the suitability of the Plan for the Employer's needs or the options elected under this Adoption Agreement. It is recommended that the Employer consult with legal counsel before executing this Adoption Agreement.

North Brevard County Hospital District d/b/a Parrish Medical Center  
(Name of Employer)

George Mikitarian President/CEO  
(Name of authorized representative) (Title)

\_\_\_\_\_  
(Signature) (Date)

#9000/46#52246914 v1  
11/28/23



**SECRETARY'S CERTIFICATE ACKNOWLEDGING AMENDMENT  
OF THE  
NORTH BREVARD COUNTY HOSPITAL DISTRICT  
d/ba/a  
PARRISH MEDICAL CENTER  
403(b) PLAN**

The undersigned Secretary of the North Brevard County Hospital District hereby certifies that the following resolutions were adopted by the North Brevard County Hospital District at a formal meeting for which notice was given in accordance with Florida Statutes Chapter 286.011 and that such resolutions have not been amended or rescinded since that date.

*WHEREAS*, the 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; and

*WHEREAS*, the District established the North Brevard County Hospital District, a Special Tax District operating Parrish Medical Center 403(b) Plan (the "Plan"), effective as of January 1, 1989; and

*WHEREAS*, the Pension Administrative Committee of the District (the "Committee") assists in the administration of the Plan and provides recommendations to the District regarding the Plan; and

*WHEREAS*, the Committee has recommended the District adopt an amendment to the Plan, which eliminates provisions in the Plan related to certain break in service rules applicable to eligibility and vesting, a copy of which is attached hereto as Exhibit "A".

*RESOLVED*, that the District hereby adopts the amendment recommended by the Committee, attached hereto as Exhibit "A".

*RESOLVED*, that the proper officers of the District are hereby authorized and directed to take any and all actions necessary to effect the foregoing resolutions and that any and all actions heretofore taken by any officer or director of the District in connection to the foregoing resolutions are ratified, confirmed and approved in all respects.

Date: January \_\_\_\_, 2024

By: \_\_\_\_\_, Secretary  
Printed Name: Elizabeth T. Galfo, M.D.  
Its Secretary