

**CITIZENS ADVISORY COMMITTEE MEETING
WEST VOLUSIA HOSPITAL AUTHORITY
DELAND CITY HALL COMMISSION CHAMBERS
120 S. FLORIDA AVENUE, DELAND FL
FEBRUARY 7, 2017
5:15PM**

AGENDA

1. Call to Order / Opening Observance
2. Approval of Agenda
3. Election of Officers
 - A. Chair
 - B. Vice-Chair
4. Approval of CAC Minutes – November 15, 2016
5. Review WVHA Regular Meeting – November 17, 2016
Organization/Regular Meeting - January 19, 2017
(Draft)
6. Tentatively Scheduled Meetings - 2017
 - A. Funding Process
7. Discussion
 - A. Current CAC membership list
8. CAC Comments
9. Adjournment

**CITIZENS ADVISORY COMMITTEE MEETING
WEST VOLUSIA HOSPITAL AUTHORITY
DREGGORS, RIGSBY & TEAL, PA
1006 N. WOODLAND BLVD., DELAND FL
NOVEMBER 15, 2016
5:15PM
MINUTES**

CAC Members/Attendance:

Chair Judy Craig
Jan Kaumeier
Voloria Manning
Michael Ray
Krystal Brown
Dolores Guzman
Alicia Monroe
Sarah Prado

CAC Members/Absent:

Alicia Monroe (excused)

Others Present:

Chair Barb Girtman
Commissioner Ross Dickinson
Commissioner Kathie Shepard
Eileen Long, Dreggors, Rigsby & Teal, P.A.

Call to Order

Chair Judy Craig called the meeting to order. The meeting took place at Dreggors, Rigsby & Teal, P.A., 1006 N. Woodland Blvd., DeLand, Florida having been legally noticed in the Daytona Beach News-Journal, a newspaper of general circulation in Volusia County. Chair Craig opened the meeting with a moment of silence, followed by The Pledge of Allegiance.

Approval of Agenda

Motion Voloria Manning motioned to approve the amended Agenda, adding C. Citizens Comments. Jan Kaumeier seconded the motion. The motion passed unanimously.

Citizens Comments

There was one.

Approval CAC Review of Process Meeting Minutes July 12, 2016

Motion Jan Kaumeier motioned to approve the CAC Review of Process Meeting Minutes of July 12, 2016. Sarah Prado seconded the motion. The motion passed unanimously.

Draft Copy October 20, 2016 WVHA Board Meeting Minutes

Ted Small, Law Office of Theodore W. Small, P.A. Legal Update dated October 11, 2016 (attached)-please refer to pages three through four

Ms. Long explained that the WVHA October 20, 2016 Board Meeting Minutes, along with Mr. Small's Legal Update dated October 11, 2016 were provided for the CAC to offer some guidance in assessing the two new Access Point funding applications presented for CAC review and final Board approval. Further, she provided the Committee with a copy of an email from Ted Small (attached) dated November 7, 2016 Subject: "Attorney Guidance for Reviewing and Clarifying Content of New Funding Applications".

Chair Craig wanted to declare publicly that one of the agencies requesting WVHA funding offered to donate to her an item that was of a value greater than \$100.00. Chair Craig contacted the Commission on Ethics to see if she was allowed to accept this gift and she was advised that she could not. Chair Craig asked the CAC members if they wanted her to recuse herself from making recommendations for Disability Solutions for Independent Living (DSIL).

The CAC members did not wish for Chair Craig to recuse herself from making recommendations in regards to the DSIL WVHA Funding Application.

Chair Craig further explained that the Commission of Ethics advised her if there were no objections from the Committee in regards to making recommendations about the DSIL WVHA request for funding, then she could proceed with her recommendations.

Discussion-Q&A & Scoring for New Access Point funding applications

- **Disability Solutions for Independent Living**
- **Global Youth & Community Programs**

Chair Craig invited Ms. Julie Shaw, President and CEO of DSIL to address the Committee in regards to her agency and the funding request.

There was Committee concern as to the new Presidential Election and the uncertainty of the availability of ACA/Obamacare. Further, if ACA/Obamacare is repealed, there was uncertainty as to the available funds that the WVHA will be able to generate to sustain the currently funded agencies and the potential increase to the WVHA HealthCard membership.

There was also further concern as to how DSIL has tied their funding request to access to healthcare or direct healthcare access.

Commissioner Girtman agreed with the CAC members concerns.

Commissioner Shepard reminded the CAC that there have been other agencies who have requested WVHA funding and had been denied repeatedly because they could not make that connection to healthcare. She reminded the Committee that Attorney Small had

previously counseled that WVHA funding requests needed to be overseen by medical providers.

Commissioner Dickinson also agreed with the CAC members concerns and those of his fellow Commissioners.

There was Board of Commissioner concern that there was a need for these resources; however, the concern was that the WVHA was not the appropriate source for that funding. The WVHA Commissioners present advised the CAC to make their recommendations so that the WVHA Board can make a final determination.

The CAC and the Board of Commissioners also liked the fact that DSIL was an established agency and they encouraged Ms. Shaw to continue to apply for WVHA funding and tie it more tightly to access to healthcare or direct healthcare.

Chair Craig then moved on to discuss the Global Youth and Community Programs (GYCEP) and opened the discussion to the Committee.

There was CAC discussion agreeing that this funding application did not show the need for \$144,428.00 to treat the sickle cell patients in West Volusia County and further that this need was already being met by the Easter Seals for all of Volusia County.

Ms. Susan Kimeria, Executive Director and President GYCEP stated that she was not aware that these services were being provided by any other agency. She further stated that she is working closely with Easter Seals.

Members of the Committee and the Commissioners present explained that Easter Seals secured a grant for sickle cell patients for all of Volusia County through the County of Volusia.

Commissioner Shepard wanted to share some information that she received today from Lynn Sinnott, President/CEO, Easter Seals and that they are administering the grant that they received from the County of Volusia for sickle cell disease and trait (SCD/T). Ms. Sinnott informed her that since 1987, in the State of Florida, every child born is tested at birth for SCD/T. The information is sent to Gainesville and if there is anybody identified as with SCD/T intervention begins at birth. The Easter Seals has subcontracted with different agencies and on the West side of the County they have already subcontracted with Rising Against All Odds (RAAO) to perform outreach and education. Easter Seals further anticipates receiving another grant from the Centers for Medicare and Medicaid (CMS) in the near future. Currently, this population is being served and the medical community has identified that the greatest need lies with the children because they are the most affected by the disease. Halifax Medical Center is performing all of the actual medical testing but they are also doing outreach through their community development program where they go out and screen all of the college athletes/students that are new to the area to see if they have a need to be tested. Easter Seals has an RN working with this population. When a SCD/T patient experiences a medical episode and they wind up in the emergency room (ER), the doctors have no idea what to do for these patients and end up believing that these individuals are drug seekers. The RN employed by Easter Seals

talks with the doctors and can educate these doctors as to the needs for this patient population.

Commissioner Shepard concluded that she sees the GYCEP funding application as a duplication of services that has already been met.

Commissioner Dickinson agreed with Commissioner Shepard, further that he worked with the County reviewing the grant that was submitted by Easter Seals. Easter Seals is going to work with 200 individuals for \$25,000.00 and GYCEP is requesting \$144,428.00 to work with 100 individuals, and he stated that seemed excessively high. He further stated that Easter Seals has hired Cynthia Williams, who is a retired RN who worked for the Health Department. Case Management of a medical case should be performed by a medical provider and GYCEP does not have any medical providers on their staff.

Chair Girtman preferred the extension of an existing organization, e.g. Easter Seals, rather than establishing a new entity and felt that would not be a good use of the WVHA resources.

Adjourn for CAC to complete their Recommendations to the WVHA Board

Reconvene CAC Funding Recommendations to the WVHA Board

- **CAC to announce their funding recommendations and turn in ranking sheets with their comments**

The CAC members announced their recommendations during the public meeting, the results were as followed:

Disability Solutions for Independent Living

Four (4) of seven (7) CAC members present recommended C) Fund this application but not at the requested amount but fund the amount of \$ (a lesser amount), and why (see attached).

Three (3) of seven (7) CAC members recommended B) Not fund this applicant, why (see attached).

Global Youth & Community Programs

Six (6) of seven (7) CAC members recommended B) Not fund this applicant, why (see attached).

One (1) of seven (7) CAC members recommended C) Fund this applicant but not at the requested amount but fund the amount of \$ (lesser amount), why (see attached).

Ms. Julie Shaw respectfully thanked the Committee for their time, insight and consideration, but her agency had already performed a cost basis analysis and could not launch this program for less than the amount that was originally requested. She stated

that she would try to bring back her funding request to tie it to access to healthcare or direct healthcare during the next funding cycle.

CAC Member Listing Updated November 15, 2016

Chair Craig reminded the CAC members that some of them need to reach out to the WVHA Commissioners to ensure that they remain on the Committee if that is their desire.

Tentatively Scheduled Meetings 2017

Chair Craig said the schedule was provided as a reminder to all Committee members for next year's meetings.

CAC Comments

Chair Craig was congratulated by the entire Committee and the Commissioners present on securing her Commissioner Elect position for the WVHA Board of Commissioners.

There was discussion regarding the February 7, 2017 CAC Organizational meeting, that Chair Craig will have been sworn in as a Commissioner of the WVHA Board and Vice-Chair Michael Ray will be away at a conference. Voloria Manning volunteered to Chair the February 7, 2017 CAC Organizational Meeting.

Adjournment

There being no further business before the Committee, the meeting was adjourned.

Judy Craig, Citizens Advisory Chair

WEST VOLUSIA HOSPITAL AUTHORITY
WVHA BOARD OF COMMISSIONERS REGULAR MEETING
DeLand City Hall Commission Chambers
120 S. Florida Avenue, DeLand FL
November 17, 2016
5:00 P.M.

Those in Attendance:

Commissioner Robert Mann
Commissioner Barb Girtman
Commissioner Andy Ferrari
Commissioner Ross Dickinson
Commissioner Kathie D. Shepard

CAC Present:

Judy Craig
Dolores Guzman
Michael Ray

Others Present:

Attorney for the Authority: Ted Small, Law Office of Theodore W. Small, P.A.
Accountant for the Authority: Al Powers, Dreggors, Rigsby & Teal, P.A.
Administrative Support: Eileen Long, DRT

Call to Order

Chair Girtman called the meeting to order. The meeting took place at DeLand City Hall, 120 S. Florida Avenue, DeLand, Florida, having been legally noticed in the Daytona Beach News-Journal, a newspaper of general circulation in Volusia County. Chair Girtman opened the meeting with a moment of silence followed by The Pledge of Allegiance.

Approval of Proposed Agenda

Chair Girtman requested that Discussion item 9. G. 1. Marketing Strategies and Commissioner Recommendations be moved up on the agenda to become new Discussion item 9. B. and she noted that there was the addition of agenda item 9. G. 1. New WVHA Money Market Account at Mainstreet Community Bank.

Motion 122 – 2016 Commissioner Ferrari motioned to approve the amended agenda as described by Chair Girtman. Commissioner Mann seconded the motion. The motion passed unanimously.

Consent Agenda

Approval of Minutes – Regular Meeting October 20, 2016

Motion 123 – 2016 Commissioner Ferrari motioned to approve the consent agenda/Regular Meeting Minutes of October 20, 2016, with errata sheet changes (attached). Commissioner Dickinson seconded the motion. The motion passed unanimously.

Citizens Comments

There was one.

Citizen Advisory Committee, Judy Craig, Chair

**Update from CAC Meeting November 15, 2016 and CAC recommendations
for new services access application**

Global Youth & Community Programs, Inc.

Disability Solutions for Independent Living

Ms. Long stated that she provided a copy of the preliminary meeting minutes from the CAC Meeting of November 15, 2016.

Mr. Michael Ray, CAC Vice-Chair addressed the Board explaining the outcomes from the meeting held on Tuesday, November 15, 2016. The CAC did not recommend funding for Global Youth and Community Programs; however, the CAC did recommend partial funding for Disability Solutions for Independent Living. It was understood that Disability Solutions for Independent Living could not proceed with their proposed program at partial funding.

Reporting Agenda

POMCO October 2016 Report – Written Submission

There was Board discussion regarding the WVHA HealthCard application denial rates and Ms. Long was asked to bring back a comparison between the denial rates from the previous Third Party Administrator (TPA), HS1 and the current TPA for the same time period, January through October, respectively.

Mr. Small addressed the POMCO submitted schedule and process of WVHA Eligibility Guidelines (EG) recommended changes. During the pre-meeting with the Chair, DRT and Mr. Small, the consensus was that there would be a review of the EG's beginning in March of every year, after Board review and deliberation, the newly adopted amendments would take place in June of each year.

FQHC Report - Laurie Asbury, CEO

**Northeast Florida Health Services, Inc. d/b/a Family Health Source
(FHS) October Report**

There was not any Board discussion in regards to the NEFHS October report.

Hospital Quarterly Report

**Florida Hospital DeLand (FHD) – Lorenzo Brown, CEO and/or Nigel Hinds,
CFO**

Mr. Nigel Hinds, CFO, FHD presented the FHD quarterly update advising the Board that FHD this Fall was rated with an A by the Leap Frog Group, the National patient safety “watch dog” group.

Florida Hospital Fish Memorial (FHFMM) – Rob Deininger, CEO and/or Eric Ostarly, CFO

Mr. Rob Deininger, CEO, FHFMM addressed the Board presenting their quarterly report to the Board. Mr. Deininger stated that FHFMM too received an A from the Leap Frog Group this Fall. FHFMM is currently undergoing a renovation and expansion of their rehabilitation space, combining physical therapy, cardiac therapy and occupational therapy into one large operation. Later this month they are kicking off a community gardening project, to get in touch with the health of the community with a true community partnering project right on the property of the hospital.

Discussion Items

Funding Agreements 2016 – 2017 per Final Budget Resolution 2016-008

1. Florida Department of Health (FDOH) Dental Services (electronic copy)
2. Hispanic Health Initiative (attached)

Mr. Small recommended approval as to form for the two funding agreements presented.

Motion 124 – 2016 Commissioner Dickinson motioned to approve the funding agreements as presented. Commissioner Mann seconded the motion. The motion passed unanimously.

Marketing Strategies and Commissioner Recommendations

The Board paused the discussion regarding marketing strategies while Ms. Long went out of the room to let Commissioner Shepard in the locked doors. During the pause, Commissioner Ferrari requested to amend the agenda to move John Fleemin, City of Deltona Firefighter Paramedic up on the agenda, as they were actively on duty.

Motion 125 – 2016 Commissioner Ferrari motioned to move John Fleemin up to follow after Marketing Solutions to new agenda item 9. C. Commissioner Mann seconded the motion. The motion passed unanimously.

There was Board discussion and consent that they were each considering accepting the marketing strategies as presented by Hill & Hollis, Enterprises, with a collaboration with Deltona High School (DHS) for those printing jobs that DHS can provide.

5:41 p.m. Commissioner Shepard arrived to the meeting.

Commissioner Shepard apologized for her late arrival and asked to be brought up to speed as to the process of tonight's meeting.

Chair Girtman brought Commissioner Shepard up to speed and stated that her personal recommendation was to accept the Hill & Hollis proposal as well as coordination with DHS.

Commissioner Shepard cautioned that she couldn't support approving marketing strategies at this time. WVHA HealthCard membership has gone up and there are too many unknowns with healthcare in the immediate future.

Commissioner Shepard wanted to note for the public record that the Board was anticipating approving \$99,500.00 for marketing strategies and she felt that this was an astounding amount of money. She felt that this was an environment where the Board should not be brining attention to themselves and that there are too many individuals who want to abolish the WVHA taxing district and other taxing districts within the state.

Chair Girtman and Commissioner Dickinson both stated that they felt that the WVHA was in greater jeopardy by holding onto reserves and not demonstrating that there is a true and extended need in the community and in identifying those unmet needs within the community.

Motion 126 – 2016 Commissioner Ferrari motioned to approve the agreement as presented by Hill & Hollis, Enterprises. Commissioner Dickinson seconded the motion.

Commissioner Shepard requested that the dollar amount be included within the motion.

Motion 126 – 2016 (AMENDED) Commissioner Ferrari amended his motion to approve the agreement as presented by Hill & Hollis, Enterprises in the amount of \$99,500.00. Commissioner Dickinson seconded the amended motion.

Commissioner Shepard further requested that Hill & Hillis, Enterprises include DHS as a printing partner when possible within the contract.

Commissioner Ferrari withdrew his motion and amended motion 126 -2016 to restate a new motion to clarify.

Motion 127 – 2016 Commissioner Ferrari motioned to approve the Hill & Hollis, Enterprises agreement in the amount of \$99,500.00 and insert in the contractual language that they will utilize DHS as part of their marketing strategy for the WVHA. Commissioner Dickinson seconded the motion. Commissioners Ferrari, Dickinson, Girtman and Mann voted in the affirmative, Commissioner Shepard was opposed. The motion carried.

John Fleemin, City of Deltona Firefighter Paramedic-Community Paramedicine Mobile Integrated Healthcare Program

Mr. John Fleemin, City of Deltona, Firefighter/Paramedic addressed the Board describing a Community Paramedicine Mobile Integrated Healthcare Program that the City of Deltona was hoping to launch in the near future. They are seeking community support in launching this program. They are striving to reduce hospital recidivism, become community paramedicine gate keepers, target and bridge the gap from discharge to home care, identify the under insured or those with exhausted coverage, and supplement the current healthcare industry for the mutual benefit of all parties.

There was Board discussion and clarification that the City of Deltona Firefighter/Paramedic Department was not seeking funding at this time; they are seeking community support and they are seeking the WVHA Board of Commissioners support.

Mr. Small cautioned that the Board could state that they are supportive of the concept and the proposed effort as presented provisionally during tonight's meeting.

Motion 128 – 2016 Commissioner Ferrari motioned to provisionally support the City of Deltona Firefighter/Paramedic-Community Paramedicine Mobile Integrated Healthcare Program, also known as the “Fenix Program”. Commissioner Mann seconded the motion. The motion passed unanimously.

One Voice for Volusia annual membership fee of \$100.00

Motion 129 – 2016 Commissioner Dickinson motioned to approve the \$100.00 annual membership fee for One Voice for Volusia. Commissioner Mann seconded the motion. The motion passed unanimously.

Martin Luther King, Jr. (MLK) Weekend Celebration January 13-16, 2017

Chair Girtman requested that the Board approve \$2,500.00 for the MLK, Jr. Weekend Celebration.

Motion 130 – 2016 Commissioner Mann motioned to approve \$2,500.00 for the MLK, Jr. Weekend Celebration. Commissioner Dickinson seconded the motion.

Commissioner Shepard stated that she has placed a call to the Commission on Ethics to inquire if the Board is in violation of accepting the tickets for the dinner or the breakfast. Commissioner Shepard did not believe that the WVHA realized any benefit from this sponsorship last year and that Commissioner Mann was not afforded enough time to speak at the event on behalf of the WVHA last year. Further, she would prefer that the tickets be donated to WVHA funded agencies.

Commissioners Ferrari, Dickinson, Girtman and Mann voted in the affirmative, Commissioner Shepard was opposed. The motion carried.

Mr. Small suggested that the Board should decide during tonight’s meeting how they want the tickets delivered and to whom.

Motion 131 – 2016 Commissioner Shepard motioned that whomever is representing the WVHA can receive the tickets for themselves and a guest, but the remainder of the tickets shall be donated to the WVHA funded agencies. Commissioner Mann seconded the motion. The motion passed unanimously.

Commissioner Ferrari volunteered to represent the WVHA at the Friday evening event at the DeLand Museum of Art at 6:00 p.m.

Commissioner Shepard asked Commissioner Elect Judy Craig if she would be available to represent the WVHA for the Monday, January 16, 2017 breakfast, at Stetson Rinker Field House at 11:00 a.m.

Commissioner Elect Judy Craig stated that she could represent the WVHA at the MLK Annual Breakfast.

Mr. Small reminded the Board that they hired professionals, Hill & Hollis and perhaps they would want the professionals to represent them at this event. Mr. Small said that he would speak with Hill & Hollis about this matter.

Site Visit Write Ups 2015 – 2016

**Florida Department of Health (FDOH) – Emergency Dental Services
The House Next Door (THND) – Therapeutic Services
The Neighborhood Center (TNC) – Outreach Services**

Mr. Al Powers reviewed the contractual site visit write ups for the Board.

**Promontory/ICS Program/Intracoastal Bank (email dated 11/8/16 attached)
New WVHA Money Market Account at Mainstreet Community Bank**

Mr. Powers explained that Intracoastal Bank wanted to reduce their exposure to government deposits and would like to only hold up to \$10 million of the WVHA funds. After reviewing the options as laid out by Intracoastal, it was determined that those options, i.e. Promontory/ICS Program were unworkable. Therefore, DRT contacted Mainstreet Community Bank, who has now obtained the qualified public depository status required for governmental deposits and they are interested in holding \$10 million of the WVHA funds in a new Money Market Account.

Mr. Small explained that the Board has before them Resolution 2016 – 009 and it was his recommendation that the Board approve this provisionally and subject to Mainstreet Community Bank (MCB) and Attorney Small coming to agreement contingent upon 7 changes that Mr. Small has submitted to MCB.

Motion 132 – 2016 Commissioner Ferrari motioned to provisionally approve Resolution 2016 – 009 to open a Money Market Account at Mainstreet Bank. Commissioner Dickinson seconded the motion.

Mr. Small noticed one change was required in the third paragraph where it references the language “entire balance” and that needs to be deleted from the Resolution.

Motion 132 – 2016 (AMENDED) Commissioner Ferrari amended his motion to provisionally approve Resolution 2016 – 009 to open a Money Market Account at Mainstreet Bank, removing the language “entire balance” from the third paragraph. Commissioner Dickinson seconded the motion. The motion passed unanimously.

Follow Up Items

- **West Plymouth Avenue Restriping Parking Lot \$989.48**

Commissioner Shepard asked if the other issues with the parking lot had been addressed; the drainage issues, the potholes in the parking lot and the liability regarding those parking lot issues.

Mr. Small was not clear if these issues have been addressed but he or Ms. Long could follow up with the architectural committee.

Motion 133 – 2016 Commissioner Dickinson motioned to approve the West Plymouth Avenue restriping of the parking lot in the amount of \$989.48. Commissioner Mann seconded the motion. The motion passed unanimously.

Financial Report

Mr. Al Powers, DRT reviewed for the Board the October financial statements (See attached).

Motion 134 - 2016 Commissioner Shepard motioned to pay bills totaling \$3,473,613.19 (See attached). Commissioner Dickinson seconded the motion. The motion passed unanimously.

Legal Update

Mr. Theodore Small submitted his legal update memorandum dated November 8, 2016 (See attached).

Commissioner Comments

There being no further business to come before the Board, the meeting was adjourned.

Adjournment

Barb Girtman, Chair

**WEST VOLUSIA HOSPITAL AUTHORITY
WVHA BOARD OF COMMISSIONERS
ORGANIZATIONAL/REGULAR MEETING**

DeLand City Hall Commission Chambers

120 S. Florida Avenue, DeLand, FL

January 19, 2017

DeLand, Florida

5:00 pm

Those in Attendance:

Commissioner Ross N. Dickinson

Commissioner Andy Ferrari

Commissioner Judy Craig

Commissioner Barbara Girtman

Absent:

Commissioner Kathie D. Shepard

CAC Members Present:

Dolores Guzman

Others Present:

Attorney for the Authority: Ted Small, Law Office of Theodore W. Small, P.A.

Accountant for the Authority: Al Powers, Dreggors, Rigsby & Teal, P.A. (DRT)

Administrative Support: Eileen Long, DRT

**PRELIMINARY
DRAFT**

Call to Order Organizational Portion of Meeting

Chair Girtman called the Organizational meeting to order. The meeting took place at the City Hall Commission Chambers, 120 S. Florida Avenue, DeLand, Florida, having been legally noticed in the Daytona Beach News-Journal, a newspaper of general circulation in Volusia County.

Organizational Meeting

Swearing in of the New Commissioner by Honorable James R. Clayton

Commissioner Barbara Girtman

Commissioner Andy Ferrari

Commissioner Judy Craig

Commissioners Barbara Girtman, Andy Ferrari and Judy Craig were sworn in by Honorable James R. Clayton.

Election of Officers

Open floor for nomination of Chair

Chair Girtman opened the floor for nominations for Chair.

Commissioner Ferrari nominated Commissioner Dickinson for the office of Chair.

There were no other nominations for the office of Chair.

Commissioner Dickinson accepted the nomination for the office of Chair.

Commissioner Dickinson was declared Chair.

Chair continues with nominations and Election of remaining Officers

Chair Girtman entertained nominations for the office of Vice-Chair.

Chair Girtman nominated herself for the office of Vice-Chair.

There were no other nominations for the office of Vice-Chair.

Chair Girtman was declared Vice-Chair.

Chair Girtman entertained nominations for the office of Secretary.

Commissioner Ferrari volunteered to serve as Secretary.

There were no other nominations for the office of Secretary.

Commissioner Ferrari was declared Secretary.

Chair Girtman entertained nominations for the office of Treasurer.

Commissioner Craig volunteered to serve as Treasurer.

There were no other nominations for the office of Treasurer.

Commissioner Craig was declared Treasurer.

Organizational Matters

Motion and approval confirming location of Authority office and records remains the same

Motion 001 - 2017 Commissioner Ferrari motioned to confirm the location of Authority office and records remains the same. Commissioner Dickinson seconded the motion. The motion passed unanimously.

Motion and approval of time and location for Authority meetings

- 1006 N. Woodland Blvd., DeLand, FL, 5 p.m.
- DeLand Police Department Community Room, 219 W. Howry Avenue, DeLand, FL, 5 p.m.
- Florida Hospital DeLand (FHD) 701 West Plymouth Avenue, DeLand, FL, 5:00 p.m.
- Florida Hospital Fish Memorial (FHFM) 1745 Sterling Blvd., Deltona, FL, 5:00 p.m.
- Wayne Sanborn Center, 815 S. Alabama Ave., DeLand, FL, 5:00p.m.

**PRELIMINARY
DRAFT**

Motion 002 - 2017 Commissioner Dickinson motioned to approve all six (6) locations and times for Authority meetings. Commissioner Ferrari seconded the motion. The motion passed unanimously.

Citizens Advisory Committee Vacancies (CAC)

Chair Girtman reviewed the current list of CAC members.

Allow WVHA Commissioners short comments, concerns and requests for agenda items for regular meetings

There were none.

**PRELIMINARY
DRAFT**

Adjourn Organizational portion of meeting

Call to order Regular Meeting

Chair Dickinson called the meeting to order. The meeting took place at DeLand City Hall, 120 S. Florida Avenue, DeLand, Florida, having been legally noticed in the Daytona Beach News-Journal, a newspaper of general circulation in Volusia County. Chair Dickinson opened the meeting with a moment of silence followed by The Pledge of Allegiance.

Approval of Proposed Agenda

Chair Dickinson requested a motion to approve the amended agenda as presented.

Motion 003 – 2017 Commissioner Ferrari motioned to approve the amended agenda as presented. Commissioner Girtman seconded the motion. The motion passed unanimously.

Consent Agenda

Approval of Minutes – Regular Meeting November 17, 2016 2016-2017 Commissioner Check Signing Schedule

Motion 004 – 2017 Commissioner Ferrari motioned to approve the consent agenda. Commissioner Craig seconded the motion. The motion passed unanimously.

Citizens Comments

There was one.

Reporting Agenda

POMCO November/December 2016 Report – Written Submission

Commissioner Girtman wanted to identify where the patient increase was originating.

Mr. Small asked Commissioner Girtman to send this question to him in the form of an email and he would see that it was communicated and sent to POMCO, The House Next Door and Rising Against All Odds. He further reminded the Board that it was discussed

in prior Board meetings as to whether or not the question of “How did you hear about the WVHA HealthCard Program” should be included in the HealthCard application.

Motion 005 – 2017 Commissioner Ferrari motioned to amend the agenda such that agenda item 10. A. 1. “POMCO Eligibility Guideline Revisions and Scheduled Timeline for implementation” be moved under Discussion Item 11. D. Commissioner Girtman seconded the motion. The motion passed unanimously.

FQHC Report - Laurie Asbury, CEO

**Northeast Florida Health Services, Inc. d/b/a Family Health Source
(FHS) November/December Report**

There was some Board discussion that the patient visits dropped during November of 2016.

Ms. Paula Yaryan, NEFHS addressed the Board and explained that the clinics implemented a new electronic health records (EHR) system in November which is why there was a decrease in patient visits during that month.

**PRELIMINARY
DRAFT**

Discussion Items

Approval of Management Representation Letter

Mr. Al Powers addressed the Management Representation Letter and requested approval from the Board to have the Chair sign the letter.

Motion 006 – 2017 Commissioner Ferrari motioned to authorize the Chair to sign the Management Representation Letter as presented. Commissioner Girtman seconded the motion. The motion passed unanimously.

James Moore & Company WVHA FYE 2016 Audit Presentation – Zach Chalifour, CPA

Mr. Zach Chalifour, CPA, James Moore & Company presented the WVHA audit for FYE 2016.

Motion 007 -2017 Commissioner Ferrari motioned to receive the WVHA FYE 2016 audit as presented by James Moore & Company. Commissioner Girtman seconded the motion. The motion passed unanimously.

Aids Drug Assistance Program (ADAP)

Per the POMCO report submittal dated January 19, 2017 (attached), “ADAP provides HIV/Aids medication to low-income individuals who are living with HIV and have limited or no health coverage from private insurance, Medicaid or Medicare. In addition, this program provides disease management training as well as other information exclusive to their HIV/Aids diagnosis. ADAP does not cover medical care”. “POMCO would like the WVHA Board to consider this program as an exemption to the guidelines outlined on Page 5”, of the WVHA Eligibility Guidelines.

Motion 008 – 2017 Commissioner Girtman motioned to accept the POMCO recommendation to exempt ADAP for WVHA HealthCard approval. Commissioner Craig seconded the motion. The motion passed unanimously.

POMCO Eligibility Guideline Revisions and Scheduled Timeline for Implementation

Mr. Small addressed this matter and the timeline as presented/revised by POMCO for revisions to the WVHA Eligibility Guidelines (EG). Mr. Small believed that this timeline would work out well for the Board to allow these revisions to be considered in a timely manner to allow due consideration when determining the budget and millage rate for the upcoming year(s).

Commissioner Ferrari asked if there were any EG revisions under consideration currently?

Mr. Small recalled that there was something that Chair Dickinson suggested in regards to property and encumbrances and how that is considered in calculating assets.

Motion 009 – 2017 Commissioner Ferrari motioned to approve the timeline as presented by POMCO. Commissioner Girtman seconded the motion. The motion passed unanimously.

Commissioner Judy Craig CAC Appointees Dolores Guzman and Voloria Manning

Motion 010 – 2017 Commissioner Craig motioned to approve her appointments to the CAC, Dolores Guzman and Voloria Manning. Commissioner Ferrari seconded the motion. The motion passed unanimously.

Independent Audits required for WVHA Funded Agencies in excess of \$200K

Chair Dickinson had this matter placed on the agenda. He wanted to allow the Board an opportunity to discuss this recommendation, rather than acting upon it during tonight's meeting. He felt that requiring an independent audit for those agencies who are funded by the WVHA with large sums of money, not necessarily \$200K. He offered that amount as a suggested amount open for further Board discussion. He asked that this matter be brought back during the February Board meeting for further discussion.

Commissioner Girtman was hesitant to enforce the requirement of an independent audit if it was not currently a known industry standard.

Mr. Small suggested that Ms. Long could send out an email to all funded agencies asking if this would prove to be an undue burden to their agency.

Funded Agencies Reporting patient outcomes

Chair Dickinson had this matter placed on the agenda. The Federal Government and states are requiring entities to report patient outcomes when receiving federal or state funding dollars.

**PRELIMINARY
DRAFT**

Ms. Long suggested that she could ask the funded agencies to respond to both the independent audit email inquiry as well as asking the agencies if they were tracking patient outcomes.

Mr. Small suggested that the inquiry to the funded agencies could be made more specific by asking what patient outcomes does the agency capture internally and would that be reportable to the WVHA Board on an annual basis?

Community Legal Services of Mid-Florida (CLSMF) Request of the Board to directly contact WVHA HealthCard members (Letter and email dated 12/22/2016 attached)

Ms. Robin Hite, CLSMF addressed the Board and introduced Attorney Claire Wheeler.

Mr. Wheeler addressed the Board seeking opportunities to educate the WVHA HealthCard members in becoming aware of their services. Ms. Wheeler was requesting that the WVHA third party administrator (TPA), POMCO mail out a brief postcard on behalf of CLSMF to the WVHA HealthCard population, and CLSMF would compensate POMCO for this mailing.

Mr. Small suggested that the Board would want POMCO's input before pursuing this matter any further. Further, now that the Board has hired the services of Hill & Hollis (H&H) to create an overall marketing strategy; this is the type of pursuit that H&H should be engaged to aid in this endeavor.

There was Board consent that CLSMF should pursue any marketing opportunities through H&H.

Tentatively Scheduled Meetings 2017 Annual Verbal Reports for newly funded agencies

Global Healthcare Systems PCP and Urgent Care – May 18, 2017

Hispanic Health Initiative – August 17, 2017

Community Legal Services of Mid-Florida – August 17, 2017

Motion 011 – 2017 Commissioner Craig motioned to approve the dates above for the new funded agencies to present their annual verbal report to the Board. Commissioner Ferrari seconded the motion. The motion passed unanimously.

Site Visit Write Ups 2015-2016

Rising Against All Odds HIV/Aids Outreach Services

Stewart-Marchman-Act (SMA) Homeless Program

SMA ARNP @ THND

**PRELIMINARY
DRAFT**

Motion 012 – 2017 Commissioner Ferrari motioned to accept the site visit write ups as presented. Commissioner Craig seconded the motion. The motion passed unanimously.

Site Visits 2016-2017 – DRT Engagement Letter attached

Global Healthcare Systems Urgent Care Services

Hispanic Health Initiative

Community Legal Services of Mid-Florida

Motion 013 – 2017 Commissioner Ferrari motioned to approve the DRT Site Visit Engagement Letter as presented. Commissioner Craig seconded the motion. The motion passed unanimously.

Orange City African American Heritage Festival Sponsorship February 24 – 26, 2017

Commissioner Girtman brought this event to the Board for approval in the hopes of bringing WVHA visibility to the Orange City community. Last year the Board approved \$1,000.00 and Commissioner Girtman was requesting that same amount for this year's event.

Motion 014 – 2017 Commissioner Girtman motioned to approve \$1,000.00 for the WVHA to participate with the Orange City African American Heritage Festival over the weekend of February 24th through the 26th, 2017. Commissioner Ferrari seconded the motion.

Mr. Small suggested that, going forward, the Board would consider asking H&H to give their overall plan for which of these events the Board should sponsor throughout the year and as it fits into the WVHA overall marketing strategy.

The motion passed unanimously.

Motion 015 – 2017 Commissioner Girtman explained that the Martin Luther King (MLK) event provided the WVHA with a promotional item. Commissioner Girtman would like to make a motion to donate this MLK promotional item to the newest Commissioner, Commissioner Craig. Commissioner Ferrari seconded the motion. The motion passed unanimously.

Follow Up Items

HS1 Comparison versus POMCO denial rates January through October 2015 and January through October 2016

There was Board discussion that The House Next Door or Rising Against All Odds are not tasked with determining if the WVHA HealthCard applicant is eligible or not, but rather they were responsible to ensure that the applications were complete. They are simply responsible to prescreen the HealthCard applications, not make the final eligibility determination. That final determination lies with the WVHA TPA, POMCO.

Mr. Small stated that he would add to the list for EG revisions to see if POMCO is tracking any trends in the HealthCard application denials that they are processing.

Hill & Hollis Enterprises Addendum 1 to WVHA Agreement

Motion 016 – 2017 Commissioner Ferrari motioned to approve the H&H Enterprises Addendum 1 to the WVHA Agreement. Commissioner Girtman seconded the motion. The motion passed unanimously.

Financial Report

Mr. Al Powers, DRT reviewed for the Board the December financial statements (See attached).

Motion 017 - 2017 Commissioner Girtman motioned to pay bills totaling \$3,666,206.96 (See attached). Commissioner Craig seconded the motion. The motion passed unanimously.

Legal Update

Mr. Theodore Small submitted his legal update memorandum dated January 10, 2017 (See attached).

Mr. Small suggested that the Board start thinking about the fact that the longstanding, 20-year contract with hospitals is going to terminate in less than three years. This relationship that has been held steady for all of this period of time is going to be up for some level of negotiation. He suggested scheduling some workshops to work this out sometime in the near future.

The Board requested that DRT present some projections anticipating impacts to the WVHA budget should ACA be repealed or if there should be a need to increase the millage rate.

Commissioner Comments

There being no further business to come before the Board, the meeting was adjourned.

Adjournment

Ross Dickinson, Chair

**PRELIMINARY
DRAFT**

**West Volusia Hospital Authority
Funding Application Calendar 2017-2018
Citizens Advisory Committee Schedule**

March 7 th , 5:15 p.m.	CAC Regular meeting followed by an applicant workshop meeting commencing at 6:15 with agency representatives present
<i>April 7th, NOON</i>	<i>Deadline for submission of funding application to WVHA office: c/o Dreggors, Rigsby & Teal, CPA'S, 1006 North Woodland Blvd., DeLand</i>
April 20th, 5:00 p.m.	Joint meeting of CAC and WVHA Board of Commissioners to review applications received
May 9th, 5:15 p.m.	CAC Discussion & Q&A meeting and review of applications received with representatives from agencies applying for funding present
May 23 rd , 5:15 p.m.	Citizens Advisory Committee Scoring meeting and funding recommendations prepared for the Board
June 15th, 5:30 p.m.	Joint meeting of CAC and WVHA Board of Commissioners to present funding recommendations.
Sept. 12th, 5:15 p.m.	CAC New Services Access/review of funding process

Meetings in bold are Joint Meetings with the WVHA Board and the CAC. Most meetings will be held at DeLand City Hall Commission Chambers, 120 S. Florida Ave, DeLand, FL. **However, the May 23rd meeting will be held at Dreggors, Rigsby & Teal, P.A., 1006 N. Woodland Blvd., DeLand, FL.** All meetings are open to the public.

W.V.H.A.
CITIZENS
ADVISORY
COMMITTEE
2017-2018

Judy Craig

Voloria Manning
201 W. Division Street
DeLand, FL 32720
(C) 386-748-9254
volorialmanning@hotmail.com

Dolores Guzman
808 S. Hancock Drive
Deltona, FL 32725
(C) 407-314-4007
(W) 386-255-1799
Wvhs.dguzman@gmail.com

Kathie D. Shepard

Janice Kaumeier
699 Winterberry Trail
DeLand, FL 32724
(H) 386-740-8135
(C) 386-822-3164
jancmm@yahoo.com

Ross N. Dickinson

Michael Ray
423 Victoria Hills Drive
DeLand, FL 32724
(H) 386-473-1070
mikeleeray@gmail.com

Sarah Prado
861 Braemar Lane
DeLand, FL 32724
msmprado@aol.com
(C) 386-747-2109
(H) 386-734-7001
(W) 386-7384078

Andy Ferrari

(Pending Appointment)
Sandy Adams
429 E. Lansdowne Ave
Orange City, FL 32763
Gatorbucks7@gmail.com
m
386-216-7867

Barbara Girtman

Krystal Brown
603 Ambrose Street
DeLand, FL 32720
(C) 386-717-6548
caringhomesllc@yahoo.com

Alicia Monroe
1022 West Euclid
Avenue
DeLand, FL 32720
(H) 386-624-7288
(C) 386-717-1961
Pastoramonroel@me.com