

West Volusia Hospital Authority
WVHA BOARD OF COMMISSIONERS REGULAR MEETING
September 15, 2016 commencing at the conclusion of the Initial
Budget Hearing scheduled at 5:05 p.m.
1006 N. Woodland Blvd., DeLand, FL

AGENDA

1. Call to Order
2. Opening Observance followed by a moment of silence
3. Approval of Proposed Agenda
4. Consent Agenda
 - A. Approval of Minutes Regular Meeting August 18, 2016
5. Citizens Comments
6. Reporting Agenda
 - A. POMCO August Report – Written Submission
 - B. FQHC Report, Laurie Asbury, CEO, Northeast Florida Health Services, Inc. d/b/a Family Health Source (FHS) August Report
7. Discussion Items
 - A. Board Authorization for Chair Girtman to sign the TRIM Form DR-487 Certification of Compliance
 - B. Final Budget Hearing **Tuesday**, September 27, 2016 commencing at 5:05 p.m. located at 1006 N. Woodland Blvd. DeLand FL
 - C. Good Samaritan Clinic Response to request made by Commissioner Shepard regarding dental dated September 7, 2016 (attached)
 - D. Disposition WVHA 4 drawer file cabinets quantity 2
 - E. Eleventh Addendum to the Primary Care Physicians Indigent Hospital Patient Program Reimbursement Agreement–FHD/FHFM
 - F. Revised Tentative Meeting Schedule 2016
 - G. Follow Up Items
 - a. Marketing Strategy Proposal due noon on Wednesday, September 7, 2016
 - b. West Plymouth Avenue Architectural Committee update – Ted Small
 - c. Director's and Officer's Liability Inquiries
 - d. Legislative Matters HB 479
8. Finance Report
 - A. August Financials
9. Legal Update
10. Commissioner Comments
11. Adjournment

Errata Sheet August 18, 2016 Minutes

Page 4 of 9, under Florida Hospital Fish, "Mr. Eric Ostarly, CFO, Florida Hospital Fish addressed the Board and updated them regarding their quality indicators, specifically the way the hospital acquires C-Diff" – change it to more accurately state, "specifically the way the hospital patients acquire C-Diff".

Page 5 of 9, paragraph 8 remove the last sentence; "There was further discussion that if a Board member is asked to do something unethical and refuses, and is then sued for not acting on that inappropriate request, then it was in the public's interest to defend the Board member against that lawsuit".

Page 5 of 9, last paragraph, second sentence 'There was some heated discussion', insert clarification: "between Commissioner Ferrari and Commissioner Shepard".

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

Dreggors, Rigsby & Teal
1006 N. Woodland Blvd., DeLand FL

August 18, 2016

DeLand, Florida

5:00 pm

Those in Attendance:

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

CAC Present:

Michael Ray
Dolores Guzman
Judy Craig

Others Present:

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

Call to Order

Chair Girtman called the meeting to order. The meeting took place at Dreggors, Rigsby and Teal, P.A. located at 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 Girtman opened the meeting with a moment of silence and followed with the Pledge of Allegiance.

Approval of Proposed Agenda

Motion 087 – 2016 Commissioner Ferrari motioned to approve the amended agenda, replacing the reference to SB 1632 to reflect HB 479, and adding two new follow up items D. 4. and 5. Commissioner Dickinson seconded the motion. The motion passed unanimously.

Commissioner Shepard requested that the Minutes of the Regular meeting of July 21, 2016 be pulled from the consent agenda.

Motion 087 – 2016 (AMENDED) Commissioner Ferrari motioned to pull the Minutes of the July 21, 2016 from consent agenda. Commissioner Mann seconded the amended motion. The motion passed unanimously.

Consent Agenda

Approval of Minutes – Budget Workshop Meeting July 21, 2016

Motion 088 – 2016 Commissioner Ferrari motioned to approve the minutes from the July 21, 2016 Budget Workshop. Commissioner Dickinson seconded the motion. The motion passed unanimously.

Commissioner Shepard referred to the regular meeting minutes of July 21, 2016, page four. *"When I read these, I thought it was very strange that a personal question to Ms. Flowers by Commissioner Ferrari about whether or not she was still working at the Veteran's Administration and her response, I thought that was just a personal question and there was no need for it to be in the minutes that were going to go (inaudible) and be forever. When I sent that request to Ms. Long, I was informed that a Commissioner specifically requested that this interchange, these two comments, be included, and I don't understand why and I would like to understand why, and I would again like to have them removed because they are superfluous to our job here."*

Commissioner Ferrari: *"I'll speak to this Madam Chair. I asked the question because I was kind of curious to see if Ms. Flowers only job now was running RAAO (Rising Against all Odds) or if she still has income from Veteran's Administration".*

Commissioner Shepard: *"And why"?*

Commissioner Ferrari: *"We were supposed to be partially funding a program and now if this has become her whole consuming job, I was curious about that going forward, what it meant for as far as RAAO, what it means for her personally. I asked about it then because we were talking to her then, I would have probably asked it during Commissioner Comments if she hadn't been up there already talking about the aids initiative thing. That's the only reason I asked the question when I did and asked to keep it in there. I wouldn't mind if it got moved to Commissioner Comments, but it didn't happen during Commissioner Comments it happened here at getting to zero".*

Chair Girtman: *"I guess we are understanding why you may have asked the question, but why did you ask for it to remain in the minutes"?*

Commissioner Ferrari: *"Well. I mean, it happened and I very specifically asked her about it in the open meeting, it's on the recording, and I thought it would be inappropriate for something to be on the recording that was so specific and not be included in the minutes. I mean, anytime if I ask Mr. Small a question specifically it's usually included in the minutes because it's something that's directly recorded that's done in our meeting".*

Commissioner Shepard: *"So every question that I ask anyone at that podium should be in the minutes"?*

Commissioner Ferrari: *"If it has to do with what they are up there for, I think it should absolutely be".*

Commissioner Shepard: *"This had nothing to do with what she was up there for".*

Commissioner Ferrari: *"Well, that's why I said it may have been more appropriate to be in Commissioner Comments, but I asked it then".*

Commissioner Shepard: *"And we don't ask questions during Commissioner Comments".*

Commissioner Ferrari: *"We have in the past".*

Commissioner Shepard: *"I feel very strongly that it is uncalled for and if you want to challenge whether or not she can retire and still run an agency, then you have every right to do that".*

Commissioner Ferrari: *"Why do you think it's so uncalled for, what's the big deal"?*

Commissioner Shepard: *"Because it's a personal item. Do I ask you every time you change jobs, and why you're changing jobs, and why you're sitting up here having changed jobs"?*

Commissioner Ferrari: *"Not really".*

Commissioner Shepard: *"Well I could, and demand it be in the minutes".*

Commissioner Dickinson: *"Let me ask a question that comes out of that. Is Miss Flowers now, are we paying her full salary over there"?*

Commissioner Shepard: *"We're paying no one's salary. Everything is fee for service, just like everything else. And if she does a case worker's job, she gets \$25 an hour. Whoever does the, if you look at her funding proposal, anyone who does the case worker's job gets \$25 per hour. It might even be called that, I don't know what you call that. Anyone that does, there are three levels of reimbursement for people who work in the positions. Let me get my funding application so I can tell you. There's a line item that says salaries, but if you look at the budget narrative, the service workers in there in that position is defined on the previous page, their wages are \$12.57 an hour; the peer advocate, there are four of those and they're positions are defined clearly, they get \$10 an hour".*

Commissioner Dickinson: *"I just wanted to know are we paying her a salary or if it's still fee for service"?*

Commissioner Shepard: *"No. No. It's fee for service".*

Chair Girtman: *"So, is there any reason, Commissioner Ferrari you would have a concern with that being stricken from the minutes"?*

Commissioner Ferrari: *"No, I want to move the meeting forward, I don't really care what we do with the minutes at this point. If she wants it removed lets remove it and move on".*

Motion 089 – 2016 Commissioner Shepard motioned to remove those two sentences on page four from the minutes of the July 21, 2016 Regular meeting. Commissioner Mann seconded the motion. The motion passed unanimously.

Commissioner Shepard: *"I want every single word of this discussion in the minutes for the next meeting. Every single word".*

Mr. Small reminded the Board that they could now approve the minutes of the July 21, 2016 Regular Meeting with those lines stricken.

Approval of Minutes - Regular Meeting July 21, 2016

Motion 090 – 2016 Commissioner Dickinson motioned to approve the minutes of the July 21, 2016 Regular meeting with those two sentences stricken. Commissioner Ferrari seconded the motion. The motion passed unanimously.

Citizens Comments

There were three.

Reporting Agenda

POMCO July 2016 Report – Written Submission

FQHC Report - Laurie Asbury, CEO

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

Ms. Laurie Asbury, CEO, NEFSH pointed out an error on page one of their report submittal, under total medical visits during July 2016. The correct number is 558, the second reference reflected 438 incorrectly.

Hospital Quarterly Report

Florida Hospital Fish – Rob Deininger, President and/or Eric Ostarly, CFO

Mr. Eric Ostarly, CFO, Florida Hospital Fish addressed the Board and updated them regarding their quality indicators, specifically the way the hospital patients acquire C-Diff (Clostridium Difficile) and the need for improvement. They now have established a Performance Review Committee (PRC) that takes certain aspects of the hospital operations and slices them into smaller components to come up with solutions as to how to fix them. Prior to instilling this PRC their average C-Diff rate per 10,000 patient days was about 10.7. They implemented this new committee roughly four months ago and their C-Diff has dropped to 2.2 per 10,000 patient days. Mr. Ostarly explained that the PRC is tracking 18 separate quality indicators.

Chair Girtman would like to see the other indicators that the PRC is tracking and asked Mr. Ostarly to report that back to the Board at their next quarterly update.

Mr. Ostarly continued by advising the Board that Florida Hospital Fish Memorial was recently recognized as the number one hospital for wound care in the South East United States by Healogics out of 800 wound care centers.

Florida Hospital DeLand – Lorenzo Brown, CEO and/or Nigel Hinds, CFO

Mr. Lorenzo Brown, CEO, Florida Hospital DeLand (FHD) introduced himself to the Board. He has been at the DeLand Campus less than 100 days. He expressed his appreciation to the City of DeLand and the warm welcome they have given to him and his family. He has been with Florida Hospital for 16 years, coming from Florida Hospital in Kissimmee as the Chief Operating Officer. He stated that there are several branches of

Florida Hospital and one of those branches is CentraCare, which is an urgent care facility that will be opening a new branch sometime in October near the new Publix on the South end of DeLand. One initiative they are working on at FHD is opening 8 additional PCU (Progressive Care Units) beds in the emergency department (ED), bringing the total from 12 PCU's to 20.

Discussion Items

Review Proposed Budget 2016-2017

Mr. Ron Cantlay explained that the budget will be presented on every agenda between tonight through the end of September and until the Final Budget hearing.

Commissioner Shepard requested that Mr. Cantlay bring back a budget reflecting the expanded Other Operating budgeted line item and for the other funded agencies to reflect the percentage differential of what was originally requested versus what the Board indicated the amount that they would agree to fund.

Mr. Small reminded the Chair of the discussion held during the pre-meeting with the Chair, Attorney and Accountant and some "re-characterization" of some of the funded agencies that are currently listed under healthcare expenditures and moved to other expenditures.

Mr. Cantlay responded that he would bring a budget back with those changes.

WVHA approval to pay legal retainer for Commissioner Ferrari

Chair Girtman referenced two questions presented in Mr. Small's Legal Update, page 1. "the litigation must: 1) arise out of or in connection with the performance of their official duties and, 2) serve a public purpose".

Commissioner Ferrari believed that this litigation has only arisen because he's a Commissioner.

There was much Board discussion as to how to proceed with this matter and Mr. Small's legal update was referenced again based upon Attorney General Pam Bondi's, Florida Attorney General Advisory Legal Opinion #AGO 2013-15 "In sum: Reimbursement of a councilmember's legal fees may be authorized only when the litigation arises from the exercise of official duties and fulfills a public purpose", the emphasis being placed on the wording "reimbursement".

There was Board consensus that they needed more information and more facts before they could make any decision to pay for legal services in regards to this lawsuit. There was some heated discussion between Commissioner Ferrari and Commissioner Shepard and Commissioner Ferrari exited the meeting at 5:55 p.m. and he requested a copy of the meeting recording from Ms. Long.

Motion 091 – 2016 Commissioner Dickinson motioned to table this matter until such time as the Board can gather more information and facts.

Mr. Small stated that he did not believe that the Board would be able to get any establishment of the facts until the litigation proceeds and discovery goes forward and people are placed under oath to swear that they are telling the truth. The Board will not have additional facts until well into the litigation process.

There was Board consensus that Officer's and Omissions or Directors and Officer's liability insurance should be revisited to protect all Commissioners should such another lawsuit arise.

Motion 091 – 2016 (AMENDED) Commissioner Dickinson amended his motion to table this matter and revisit this once the law suit is resolved. There was no second required and the Board approved this unanimously.

Site Visits 2015-2016 – DRT Engagement Letter attached

- **Florida Department of Health – Emergency Dental Services**
- **Rising Against All Odds – Outreach/HIV/Aids Counseling**
- **Stewart-Marchman-Act (SMA) ARNP @ THND**
- **SMA – Homeless Program**
- **The House Next Door (THND) – Therapeutic Services**
- **The Neighborhood Center (TNC) – Outreach Services**

Mr. Cantlay addressed this matter explaining that five of the six listed agencies required a site visit in order to adhere to the Board's requirement of visiting each agency with a lapse no greater than 24 months. There was one agency added by a Commissioner that was visited in the last 12 months.

Chair Girtman asked if that Commissioner was present to express why?

Ms. Long stated not any more.

Commissioner Dickinson asked Ms. Long what was the reason for this request?

Ms. Long explained that it was Rising Against All Odds and Commissioner Ferrari wanted her agency visited again because her only site visit did not reflect favorable outcomes. Commissioner Ferrari wanted to provide Ms. Brenda Flowers, President of RAAO with an opportunity to present a more favorable site visit review for the Citizens Advisory Committee review.

Chair Girtman asked if there were other agencies listed that had deficient reports.

Ms. Long responded yes, The Neighborhood Center.

Ms. Brenda Flowers, President, RAAO addressed the Board stating that because of the nature of the outreach that they perform, HIV testing, her agency was allowed by the Board to only produce photo ID's. Somewhere along the way it became inclusive of proof of residency. Ms. Flowers compared RAAO services with Stewart-Marchman-Act (SMA) Baker Act services and she was asking the Board to afford her agency the same considerations that are afforded to SMA-Baker Act Services.

Motion 092 – 2016 Commissioner Shepard motioned to approve the Engagement Letter as presented. Commissioner Mann seconded the motion. The motion passed unanimously.

Follow Up Items

- **New Service Proposal – adding second funding access point-follow up Ted Small**

Mr. Small referred to pages 2., 3., and part of 4. of his legal update which adds an additional access point for WVHA funding and removes the numerical ranking and scoring from the CAC process, unless the Board directs that this be included or brought back.

Chair Girtman also suggested the removal of the mandated applicant workshop for those agencies that have been funded traditionally, as they understand the application process.

Mr. Small suggested changing the language included in his legal update, Track 1. C. to state, “If necessary a WVHA Funding Application Workshop shall be scheduled at least 21 days before the Application deadline”.

Motion 093 – 2016 Commissioner Dickinson motioned to adopt the CAC revisions to funding application and review process as set forth through pages 2 through 4 of the legal update dated August 10, 2016 with a modification at letter B. 1. Subsection C. instead of saying, “ A mandatory” it will say “If necessary, a WVHA funding application workshop shall be scheduled at least 21 days before the application deadline”. Commissioner Mann seconded the motion. The motion passed unanimously.

Mr. Small suggested that the Board authorize that the application be released 45 days before the application deadline.

There was Board discussion and it was agreed that the release date for the WVHA funding application for this new funding access point will be Monday, August 22, 2016 as 45 days in advance of the submittal deadline would land on today’s date of August 18, 2016.

Motion 094 – 2016 Commissioner Dickinson motioned to release the WVHA Funding Applications revised August 18, 2016 to be released Monday, August 22, 2016. Commissioner Mann seconded the motion. The motion passed unanimously.

- **West Plymouth Avenue paving and restriping parking lot and driveway/Medical Architectural Committee-follow up Ted Small**

Mr. Small had a conference call with Dr. Slaughter and Mr. Trivett today. They are the only two members of the West Plymouth Avenue Architectural Committee, they did not fill the vacancy left by Dr. Spore. All parties agreed that the property manager needed to examine and make sure that the ADA (Americans with Disabilities Act) regulations, the roots breaking through the pavement and the drainage issues are all addressed, in addition to any repaving and/or restriping. What Dr. Slaughter and Mr. Trivett requested was that Mr. Small draft a notice to all of owners within the medical center and notify them that there is a vacancy on the Architectural Committee and give every owner an opportunity to run for that open vacancy. If no one other than the Authority requests representation to serve on the Architectural Committee, Dr. Slaughter and Mr. Trivett were agreeable. All

owners will have an opportunity to vote upon this new Architectural Committee representative.

Motion 095 – 2016 Commissioner Mann motioned to authorize Attorney Small draft a notice to all owners of the West Plymouth Avenue Medical Center to vote for representation to fill the one vacancy of the Architectural Committee. Commissioner Dickinson seconded the motion. The motion passed unanimously.

- **Legislative Matters HB 479 – meeting materials available in electronic format 7 days before meetings-meeting material deadline the Tuesday the week before the scheduled meeting by noon**

Ms. Long updated the Board as to steps taken in becoming compliant with HB 479; a list of the regularly scheduled meetings are posted on the WVHA website; a link to the Department of Financial Services has been added; the meeting materials for tonight's Board meeting were uploaded to the WVHA website; the information will remain on the website for at least 1 year after the event; and the tentative budget will be posted at least 2 days prior to the budget hearing and will remain posted at least 45 days. Further, the final budget will be posted for at least 2 years.

Ms. Long added that all report submittals that are included with WVHA Board meeting materials will be due by noon on Tuesday, the week before the WVHA Board Meetings in order to comply with the requirement of posting all Board meeting materials available in an electronic format to be posted to the WVHA website at least 7 days before each meeting or workshop.

Ms. Dee Schaeffer, Halifax Health confirmed the HB 479 updates as represented by Ms. Long.

- **Updated Appeals Process – POMCO Recommendations 8/18/2016 (attached)**

Commissioner Dickinson read from the WVHA Eligibility Guidelines Revised 6/16/2016, Section 11:03 Procedures; 2. Assets to be considered; b. Equity value of real property other than homestead. The value is verified by the property appraiser of the county in which the property is located. The equity value is determined by subtracting the amount of **any encumbrances** from the value of the asset. Mr. Dickinson thought that was a very broad statement and very confusing and thought that it should be better defined. He further suggested that Mr. Small pursue this with POMCO and better define this statement.

Mr. Small will come back with some recommendations.

Motion 096 – 2016 Commissioner Dickinson motioned to approve the POMCO updated appeals process as attached and dated 8/18/2016. Commissioner Mann seconded the motion. The motion passed unanimously.

- **Community Outreach HealthCard program**
 - **Marketing Strategy Proposal deadline noon, Wednesday, September 7, 2016**

Chair Girtman explained that the Board has been discussing pursuing a marketing strategy for the WVHA and requested approval of the marketing strategy proposal deadline of noon, Wednesday, September 7, 2016.

Motion 097 – 2016 Commissioner Dickinson motioned to approve the deadline for the WVHA marketing strategy proposals of Wednesday, September 7, 2016 by noon. Commissioner Mann seconded the motion. The motion passed unanimously.

Financial Report

Mr. Ron Cantlay, DRT reviewed for the Board the July financial statements (See attached).

Motion 098 - 2016 Commissioner Dickinson motioned to pay bills totaling \$2,089,568.04 (See attached). Commissioner Mann seconded the motion. The motion passed unanimously.

Legal Update

Mr. Theodore Small submitted his legal update memorandum dated August 10, 2016 (See attached).

Commissioner Comments

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

Adjournment

Barb Girtman, Chair



POMCO

September 15, 2016

Submission Report for WVHA Board Members

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Enrollment Processing

Applications Received by Fiscal Year for the Period of 1/1/2016 to Present

Applications Received 01/01/2016 - Present

FiscalYr	Month Received	APPROVED	DENIED	PENDING	Grand Total	Approval Percentage
FY1516	201601	285	50	0	335	85.07%
	201602	233	30	1	264	88.26%
	201603	232	60	0	292	79.45%
	201604	193	58	0	251	77.82%
	201605	181	60	0	241	75.10%
	201606	264	50	8	322	81.99%
	201607	294	47	12	353	83.29%
	201608	184	23	53	260	70.77%
Grand Total		1866	378	74	2318	80.50%

Applications Processed by Fiscal Year – Approval Percentage

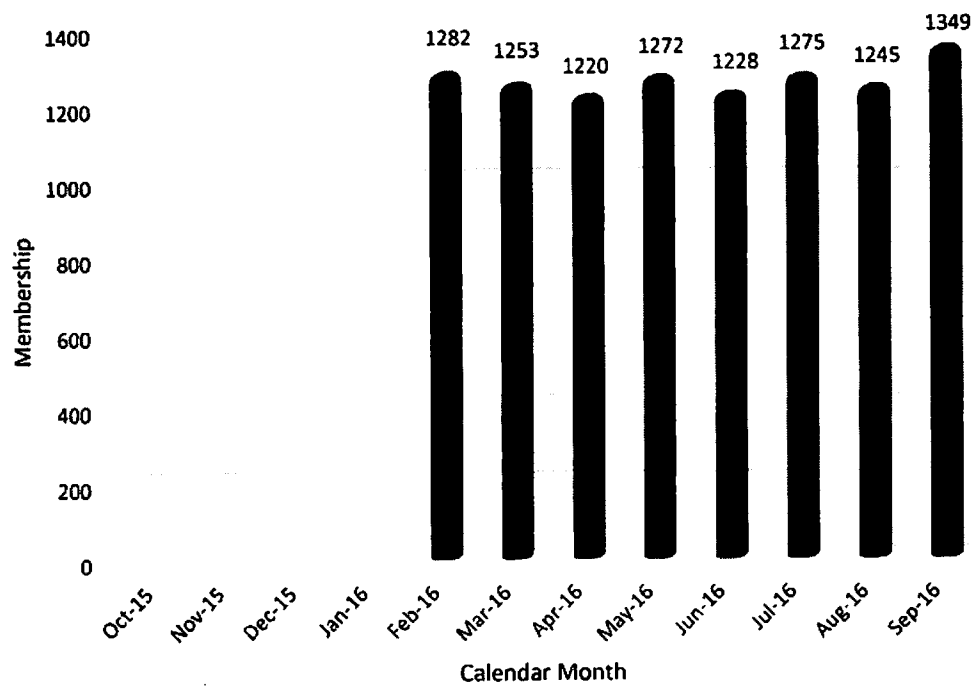
Fiscal Year	Applications Processed	Average Approval Percentage
FY1516	2318	80.50%

Enrollment Applications – Denial Summary Report

Period	Approved		Denied		Pending		Total Apps
	Apps	Pctg	Apps	Pctg	Apps	Pctg	
FY1516	1866	80.50%	378	16.31%	74	3.19%	2318
201601	285	85.07%	50	14.93%	0	0.00%	335
Active Eligible	285	100.00%		0.00%		0.00%	285
Declined - Not Elig for Plan		0.00%	22	100.00%		0.00%	22
Declined - Req'd Documentation Missing		0.00%	17	100.00%		0.00%	17
Terminated - Member has Medicaid Coverage		0.00%	10	100.00%		0.00%	10
Terminated - Member has Other Coverage		0.00%	1	100.00%		0.00%	1
201602	233	88.26%	30	11.36%	1	0.38%	264
Active Eligible	233	100.00%		0.00%		0.00%	233
Declined - Not Elig for Plan		0.00%	14	100.00%		0.00%	14
Declined - Req'd Documentation Missing		0.00%	15	100.00%		0.00%	15
Terminated - Member has Medicaid Coverage		0.00%	1	100.00%		0.00%	1
Pending - Multiple Reasons		0.00%		0.00%	1	100.00%	1
201603	232	79.45%	60	20.55%	0	0.00%	292
Active Eligible	232	100.00%		0.00%		0.00%	232
Declined - Not Elig for Plan		0.00%	34	100.00%		0.00%	34
Declined - Req'd Documentation Missing		0.00%	24	100.00%		0.00%	24
Declined - Application Withdrawn		0.00%	2	100.00%		0.00%	2
201604	193	76.89%	58	23.11%	0	0.00%	251
Active Eligible	193	100.00%		0.00%		0.00%	193
Declined - Not Elig for Plan		0.00%	28	100.00%		0.00%	28
Declined - Req'd Documentation Missing		0.00%	26	100.00%		0.00%	26
Declined - Unknown		0.00%	2	100.00%		0.00%	2
Terminated - Member has Medicaid Coverage		0.00%	2	100.00%		0.00%	2
Pending - Multiple Reasons		0.00%		100.00%		0.00%	0
201605	181	75.10%	60	24.90%	0	0.00%	241
Active Eligible	181	100.00%		0.00%		0.00%	181
Declined - Not Elig for Plan		0.00%	21	100.00%		0.00%	21
Declined - Req'd Documentation Missing		0.00%	38	100.00%		0.00%	38
Declined - Unknown		0.00%	1	0.00%		0.00%	1
201606	264	81.99%	50	15.53%	8	2.48%	322
Active Eligible	264	100.00%		0.00%		0.00%	264
Declined - Not Elig for Plan		0.00%	22	100.00%		0.00%	22
Declined - Req'd Documentation Missing		0.00%	27	100.00%		0.00%	27
Terminated - Member has Medicaid Coverage		0.00%	1	100.00%		0.00%	1
Pending - Multiple Reasons		0.00%		0.00%	8	100.00%	8
201607	294	83.29%	47	13.31%	12	3.40%	353
Active Eligible	294	100.00%		0.00%		0.00%	294
Declined - Member Exceeds Income Level		0.00%	2	100.00%		0.00%	2
Declined - Member Has Medicaid Coverage		0.00%	1	100.00%		0.00%	1
Declined - Not Elig for Plan		0.00%	32	100.00%		0.00%	32
Declined - Req'd Documentation Missing		0.00%	12	100.00%		0.00%	12
Pending - Multiple Reasons		0.00%		0.00%	12	100.00%	12
201608	184	70.77%	23	8.85%	53	20.38%	260
Active Eligible	184	100.00%		0.00%		0.00%	184
Declined - Member Exceeds Asset Level		0.00%	2	100.00%		0.00%	2
Declined - Not Elig for Plan		0.00%	20	100.00%		0.00%	20
Terminated - Req'd Documentation Missing		0.00%	1	100.00%		0.00%	1
Pending - Multiple Reasons		0.00%		0.00%	53	100.00%	53

Note that because patients can and do become eligible and/or terminate every day of the month, when reporting by month, the most current status only will be reflected on the monthly reports. If a member is approved but then is denied/termed in the same or subsequent month, the status of denied/termed will be reported and the approved status will be removed.

WVHA Health Card Program Eligibility – by Calendar Month – as of September 1, 2016



Eligibility reported above reflects eligibility as of the first of each month.

As of September 1, 2016, total program eligibility was 1,349 patients.

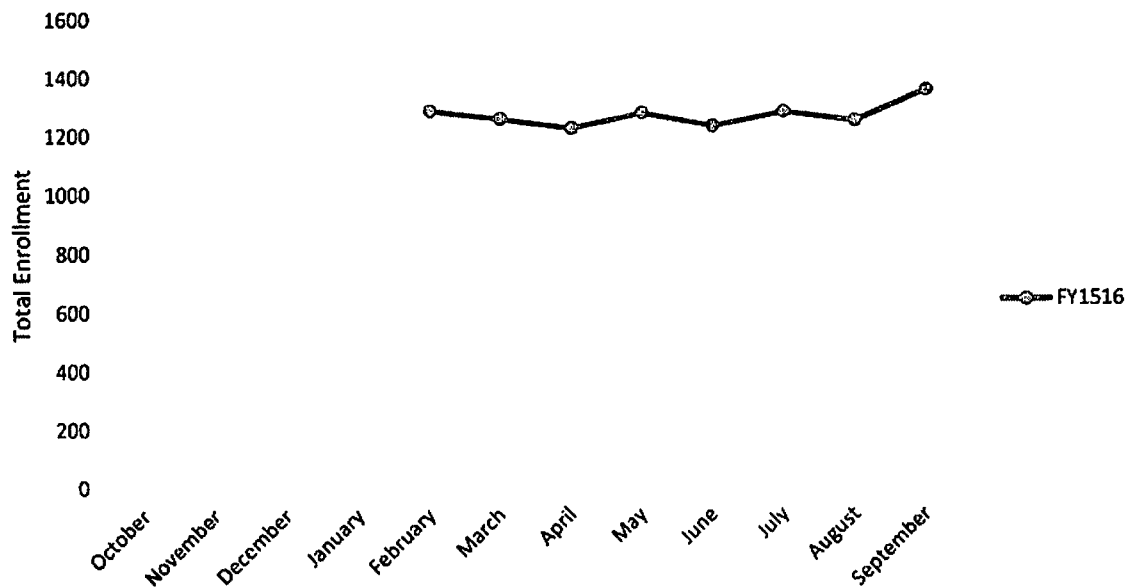
WVHA Enrollment by Fiscal Year – as of September 1, 2016

WVHA Enrollment

By Fiscal Year

Month of Fiscal Year FY1516

October	
November	
December	
January	
February	1,282
March	1,253
April	1,220
May	1,272
June	1,228
July	1,275
August	1,245
September	1,349
Grand Total	10,124



Medical and Prescription Drug Claim Data

Pharmacy Claims by Fiscal Year by Service Month (Month Prescription Filled)

Month	FY1516				
	Drug Costs	Dispensing Fee Less Copayments	Total Costs	Total Rx's Filled	Avg Cost Per Rx
October					
November					
December	\$28,544.82	\$28,938.00	\$57,482.82	2,067	\$27.81
January	\$20,145.97	\$25,690.00	\$45,835.97	1,835	\$24.98
February	\$21,408.85	\$29,190.00	\$50,598.85	2,085	\$24.27
March	\$21,597.93	\$29,190.00	\$50,787.93	2,085	\$24.36
April	\$22,829.30	\$29,540.00	\$52,369.30	2,110	\$24.82
May	\$30,211.04	\$29,652.00	\$59,863.04	2,118	\$28.26
June	\$89,111.61	\$29,204.00	\$118,315.61	2,086	\$56.72
July	\$41,156.18	\$28,112.00	\$69,268.18	2,008	\$34.50
August					
September					
Grand Total	\$275,005.70	\$229,516.00	\$504,521.70	16,394	\$30.77

Combined Medical Costs (as of Claims Payment through 8/31/2016)

Fiscal Year	Hospital	Lab	PCP	Specialty	Facility Physicians	Pharmacy	Total Costs	Member Months	Overall Per Member Per Month (PMPM)	Hospital PMPM	Lab PMPM	PCP PMPM	Specialty PMPM	Pharmacy PMPM
FY1516	\$2,271,517.36	\$151,427.08	\$450,002.65	\$1,395,205.79	\$0.00	\$504,521.70	\$4,772,674.58	10,057	\$474.56	\$225.86	\$15.06	\$44.75	\$138.73	\$50.17
January	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$57,482.82	\$57,482.82	1,282	\$44.84	\$0.00	\$0.00	\$0.00	\$0.00	\$44.84
February	\$57,970.45	\$264.82	\$15,002.25	\$14,414.91	\$0.00	\$45,835.97	\$133,488.40	1,282	\$104.13	\$45.22	\$0.21	\$11.70	\$11.24	\$35.75
March	\$341,919.64	\$2,928.52	\$112,830.90	\$146,003.63	\$0.00	\$50,598.85	\$654,281.54	1,253	\$522.17	\$272.88	\$2.34	\$90.05	\$116.52	\$40.38
April	\$454,525.75	\$44,709.40	\$89,291.39	\$281,087.94	\$0.00	\$50,787.93	\$920,402.41	1,220	\$754.43	\$372.56	\$36.65	\$73.19	\$230.40	\$41.63
May	\$275,027.20	\$26,042.28	\$57,651.30	\$161,251.64	\$0.00	\$52,369.30	\$572,341.72	1,272	\$449.95	\$216.22	\$20.47	\$45.32	\$126.77	\$41.17
June	\$427,406.43	\$25,825.74	\$52,782.76	\$238,166.32	\$0.00	\$59,863.04	\$804,044.29	1,228	\$654.76	\$348.05	\$21.03	\$42.98	\$193.95	\$48.75
July	\$279,577.02	\$26,868.69	\$61,445.25	\$265,181.61	\$0.00	\$118,315.61	\$751,388.18	1,275	\$589.32	\$219.28	\$21.07	\$48.19	\$207.99	\$92.80
August	\$435,090.87	\$24,787.63	\$60,998.80	\$289,099.74	\$0.00	\$69,268.18	\$879,245.22	1,245	\$706.22	\$349.47	\$19.91	\$49.00	\$232.21	\$55.64
September														
Grand Total	\$2,271,517.36	\$151,427.08	\$450,002.65	\$1,395,205.79	\$0.00	\$504,521.70	\$4,772,674.58	10,057	\$474.56	\$225.86	\$15.06	\$44.75	\$138.73	\$50.17

Medical and pharmacy costs are reported on a paid basis

PCP Encounter Claims by Clinic by Month (as of Claims Payment through 8/31/2016)

Month	FY1516				Total
	NEFHS Deland	NEFHS Deltona	NEFHS Pierson	NEFHS Stone Street	
February	2	56	76	0	134
March	62	436	517	0	1,015
April	47	332	418	0	797
May	23	226	275	0	524
June	13	190	261	0	464
July	16	270	248	0	534
August	8	248	181	0	437
September					
Grand Total	171	1,758	1,976	0	3,905

PCP encounter claims are reported on a paid basis.

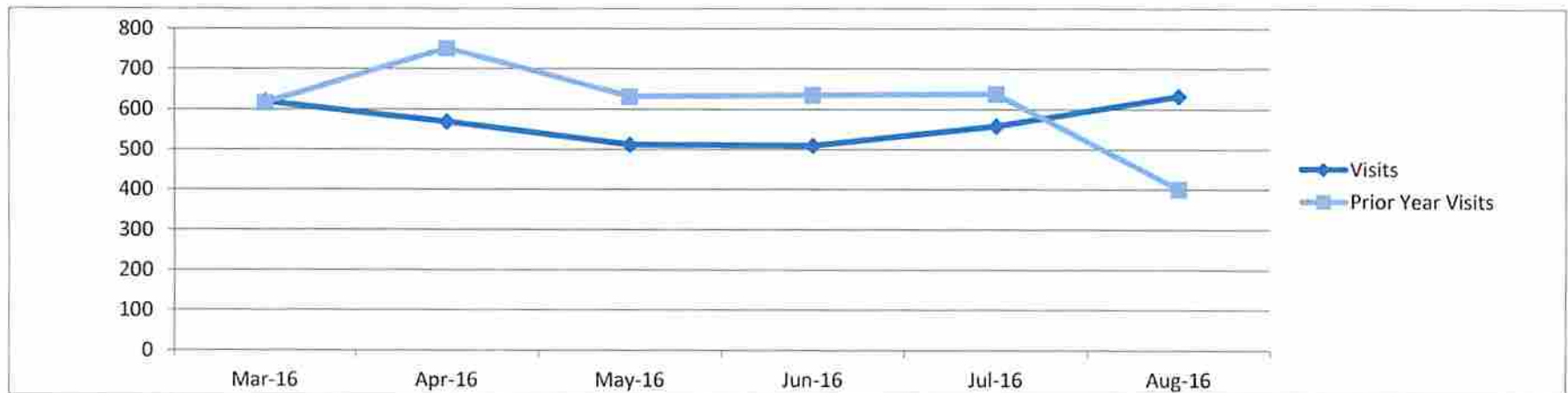


Northeast Florida Health Services

August-16

Patient Visits

	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16
Visits	619	569	512	510	558	632
Prior Year Visits	616	751	631	635	638	401



Patient Visits by Provider Type

Provider Type	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16
Medical Doctor	225	211	186	183	190	151
PA's	394	358	326	327	248	481
Total Medical	619	569	512	510	438	632
Total	619	569	512	510	438	632

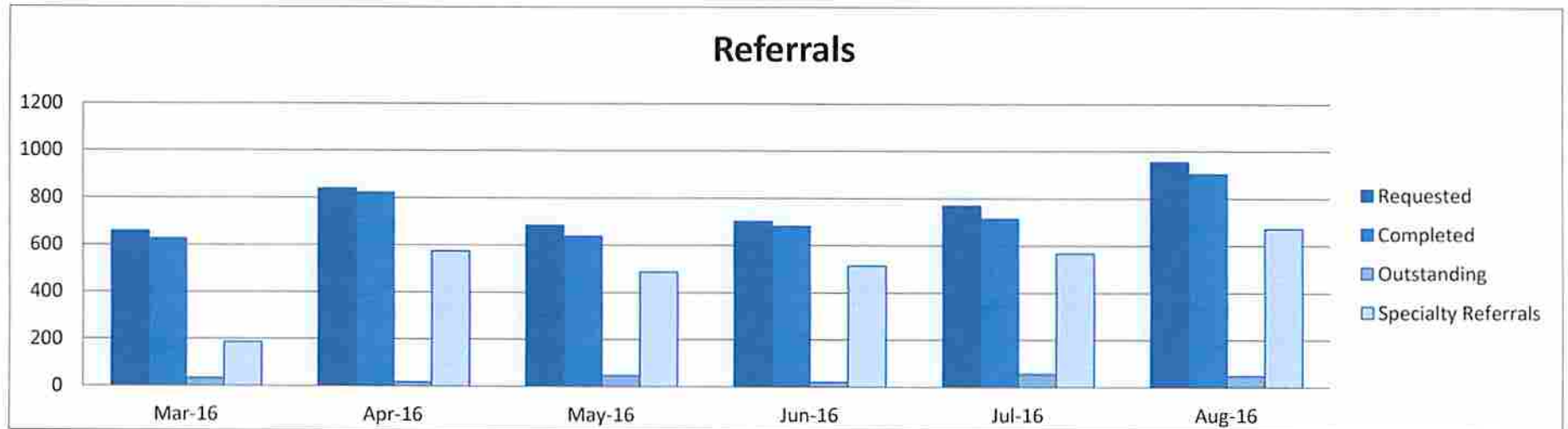
Patient Visits: Saturday Walk-ins (DeLand)

Date	Scheduled	Walk-ins	No Shows	R/S	Cancel	Total Seen
6/4/2016	4	0	0	0	0	4
6/11/2016	8	0	0	0	0	8
6/18/2016	8	0	1	0	0	7
6/25/2016	10	0	1	0	0	9
7/2/2016	no	0	0	0	0	0
7/9/2016	appts	0	0	0	0	0
7/16/2016	in	0	0	0	0	0
7/23/2016	july	0	0	0	0	0
7/30/2016	0	0	0	0	0	0
8/6/2016	0	0	0	0	0	0
8/13/2016	0	0	0	0	0	0
8/20/2016	10	1	0	2	0	9
8/27/2016	0	0	0	0	0	0

Referrals

	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16
Requested	658	839	685	702	769	954
Completed	626	822	638	682	714	905
Outstanding	32	17	47	20	55	49
Specialty Referrals	187	573	487	514	567	673

Referrals

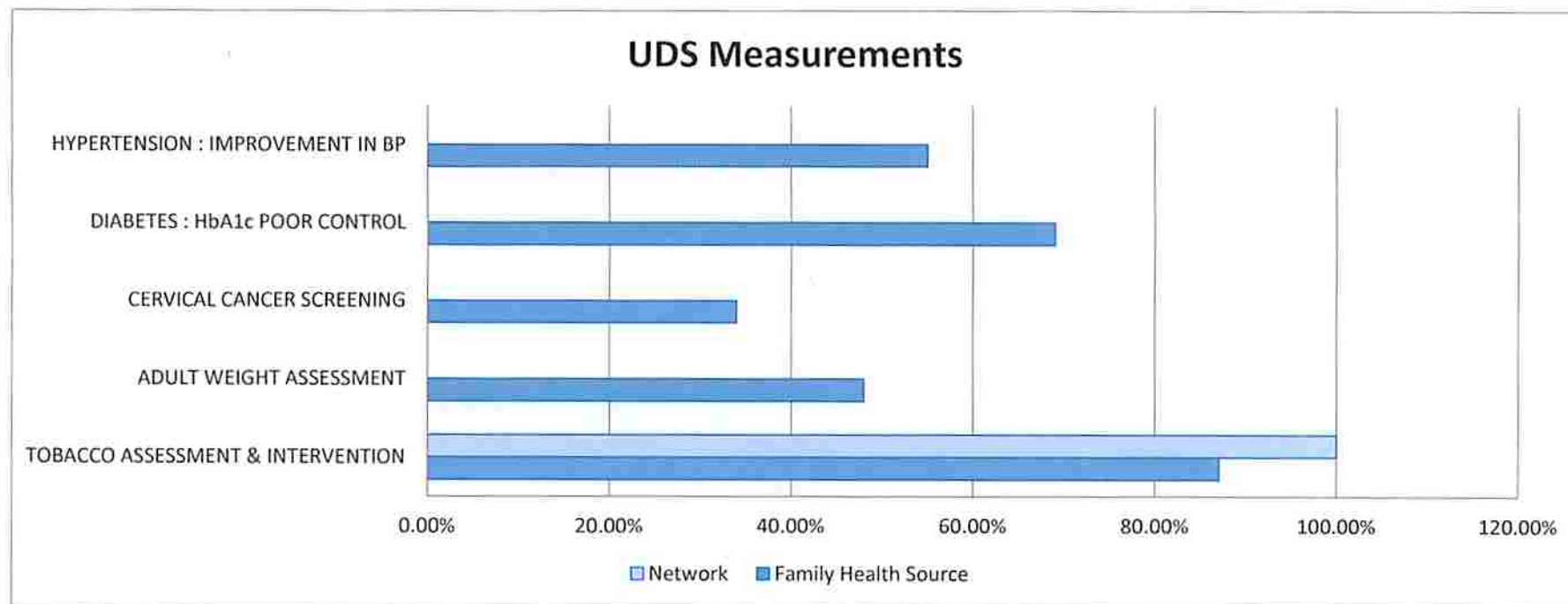


Appointment Times

Location	Provider	Appointments
Pierson	Kessack	Same Day
DeLand	Smith	General Appt
DeLand	Johnson	General Appt
Deltona	Rodriguez	Same Day
Deltona	Macalua	Same Day
Deltona	Mancini	Same Day
Pediatrics	Rojas-Sanchez	General Appt
Pediatrics	Desouza	Same Day

UDS Measures

Clinical Measure	Family Health
TOBACCO ASSESSMENT & INTERVENTION	87.00%
ADULT WEIGHT ASSESSMENT	48.00%
CERVICAL CANCER SCREENING	34.00%
DIABETES : HbA1c POOR CONTROL	69.00%
HYPERTENSION : IMPROVEMENT IN BP	55.00%



Staffing Metrics

	Jul-16	Aug-16
Total Active Employees	70	73
Turnover: Clinical Employees	1	0

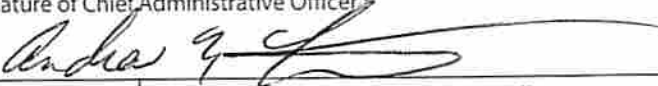


CERTIFICATION OF COMPLIANCE
Chapter 200, Florida Statutes
and Sections 218.23 and 218.63, Florida Statutes

COPY

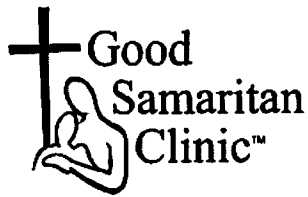
DR-487
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

☒ Check if E-TRIM Participant

FISCAL YEAR : 2015-2016		County : Volusia		
<input type="checkbox"/> Check if new address		Taxing authorities must file the DR-487 with the required attachments within 30 days of the final hearing. Send completed "TRIM" Compliance packages by mail, certified mail, or overnight delivery to: Florida Department of Revenue Property Tax Oversight - TRIM Section P. O. Box 3000 Tallahassee, Florida 32315-3000		
Taxing Authority : West Volusia Hospital Authority				
Mailing Address : PO Box 940 DeLand, FL 32721				
Physical Address : 1006 N Woodland Blvd				
City, State, Zip : DeLand, FL, 32720				
Date of Final Hearing : 9/17/2015				
All Taxing Authorities, Except School Districts E-TRIM Participants only need to submit items 1-3 WITHIN 30 DAYS OF FINAL HEARING send this signed certification* with: <input checked="" type="checkbox"/> 1. Proof of Publication from the newspaper for all newspaper advertisements. <input checked="" type="checkbox"/> 2. Ordinance or Resolution: a. Adopting the final millage rate, with percent change of rolled-back rate shown and b. Adopting the final budget, indicating order of adoption. DO NOT SEND ENTIRE BUDGET. <input checked="" type="checkbox"/> 3. ENTIRE PAGE(s) from the newspaper for all newspaper advertisements a. Budget Summary Advertisement. b. Notice of Proposed Tax Increase or Budget Hearing Advertisement. c. COUNTIES ONLY: DR-529, Notice - Tax Impact of the Value Adjustment Board, within 30 days of completion. <input checked="" type="checkbox"/> 4. Copy of DR-420, Certification of Taxable Value, include DR-420TIF, Tax Increment Adjustment Worksheet and DR-420DEBT, Certification of Voted Debt Millage, if applicable. <input type="checkbox"/> 5. DR-420MM, Maximum Millage Levy Calculation Final Disclosure. <input type="checkbox"/> 6. DR-487V, Vote Record for Final Adoption of Millage Levy. <input type="checkbox"/> 7. DR-422, Certification of Final Taxable Value,** and DR-422DEBT Certification of Final Voted Debt Millage, if applicable. *(See Rule 12D-17.004(2)(a), F.A.C.)		School Districts E-TRIM Participants only need to submit items 1-4 WITHIN 30 DAYS OF FINAL HEARING send this signed certification* with: <input type="checkbox"/> 1. ESE 524, Millage Resolution. <input type="checkbox"/> 2. Resolution or Ordinance Adopting Budget, indicating order of adoption. <input type="checkbox"/> 3. ENTIRE PAGE(s) from the newspaper for all newspaper advertisements: a. Budget Summary Advertisement. b. Notice of Proposed Tax Increase or Budget Hearing Advertisement. c. Notice of Tax for School Capital Outlay. d. Amended Notice of Tax for School Capital Outlay. <input type="checkbox"/> 4. Proof of Publication from the newspaper for all newspaper advertisements. <input type="checkbox"/> 5. Copy of DR-420S, Certification of School Taxable Value and DR-420DEBT, Certification of Voted Debt Millage, if applicable. <input type="checkbox"/> 6. DR-422, Certification of Final Taxable Value** and DR-422DEBT, Certification of Final Voted Debt Millage, if applicable. *(See Rule 12D-17.004(2)(b), F.A.C.)		
**If you have not received the DR-422, do not delay submitting your TRIM package. It is due within 30 days of your final hearing. If you do not include all required documents, the Department of Revenue will find you non-compliant with Section 218.26(4), F. S. Taxing authorities and units of local government participating in revenue sharing may lose these funds for twelve months, under Sections 200.065, 218.23, 218.26(4), and 218.63. F.S. Ad valorem proceeds from any millage above the rolled-back rate must be placed in escrow.				
S I G N H E R E	Taxing Authority Certification		I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer : 		Date : 9/18/2015	
	<input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Ms.	Print Name of Chief Administrative Officer : Andrew N Ferrari		Title : Chair
	Contact Name and Contact Title : Eileen Long		<input type="checkbox"/> Check if new contact E-mail Address : elong@drtcpa.com	
	Phone Number : (386) 734-9441		Fax Number : (386) 738-5351	

All TRIM forms for taxing authorities are available on our website at : <http://dor.myflorida.com/dor/property/trim>

COPY



136 E. PLYMOUTH AVENUE
DELAND, FL 32724

www.gsdlld.org

386-738-6990

FAX: 386-738-6985

Lyle Wadsworth, M.D. Medical Director
Rajiv Patel, BDS, MDS - Acting Dental Director

Tax I.D. No.: 30-0408193

Providing primary medical and dental care to the uninsured of the Community

September 7, 2016

TO: West Volusia Hospital Authority (WVHA) Board of Commissioners
Chairwoman Girtman, Commissioners Shepard, Dickinson, Ferrari, Mann

FROM: Good Samaritan Clinic (GSC) Governing Board of Directors
John Joslin, Chairman, Dr. Lyle Wadsworth, Dr. Rajiv Patel, Dr. Frank Reed, Hector DeJesus, COO FHD, Janice Hess, ARNP, Mary Delouis, RN, Martha Andrews, RDH, Patricia Andrews, Terry Daniels, Mary Gusky

SUBJECT: Request made by Commissioner Shepard regarding dental.

On Wednesday August 17, Commissioner Shepard made an appointment with Mary Gusky to discuss the reimbursement for dental patients seen at GSC. Our current agreement states that we will request reimbursement for WVHA clinic card patients in extreme pain and suffering and dental patients who have no insurance of any kind, whether medical or dental. Ms. Shepard feels there are those who might think this is not equitable since not all can get treatment for free. Ms. Shepard also believes that the numbers would be great and WVHA would not be able to afford the response.

Ms. Shepard has suggested that we request reimbursement for those WVHA clinic card patients who have extreme pain and suffering only and nothing else for dental. Calculating the reimbursement at 14 patients per month @ \$100.00 per visit x 12 months the amount requested would be \$16,800. Because this involves the finances of the clinic, Ms. Gusky felt it necessary to seek advice from GSC Board of Directors since this has bearing on the finances of the Clinic.

The WVHA grant for fiscal year 2016-2017 was written for \$57,712 for dental reimbursement. We the board, had thought that this was a reasonable amount for dental patients for fiscal year 2016-2017.

The Board believes that this is the opinion of one of the Commissioners. We, the Board of Directors are asking that the new plan as presented by Commissioner Shepard, be presented to the full West Volusia Hospital Authority Board for a final resolution.

We however, are in the business of treating those in our community who would not be able to seek care otherwise. While financial if of great concern to us, the welfare of our community is greater. Someone has to believe that patient care is a priority and that our indigent population are important.

If this is the decision of the full WVHA Board, GSC will abide by this decision, however we will continue to care for those patients in need. We just will not seek reimbursement.

To further present the position of the Board of Directors for GSC, the following are quotes from Medical Director, Dr. Lyle Wadsworth:

"...We treat our patients medical and dental care as a part of a person's wellbeing. Obamacare does not have a dental provision and there is no way these individuals can access needed dental care that is so graciously given by a dedicated group of trained dentist, hygienists and volunteers--giving care these poor people would never obtain.

"...the seriousness of many of the individuals being seen could be stressed...referrals from oncologists who cannot give chemotherapy etc until a full dental extraction due to risk of infection, sepsis and death."

"....embarrassingly ugly teeth when these people open their mouths, interfering with possible employment (and we wish to get our patients graduated and mainstreamed)."

"...social embarrassment with the halitosis which is always present."

"...serve as a source of infection for a life threatening infection of a heart valve called endocarditis which requires open heart surgery with valve replacement, and prolonged intravenous antibiotics up to 6-8 weeks."

"...there is nowhere else these patients have to turn to who suffer such problems-only alternative is to send them to the ER for pain meds and antibiotics which does nothing to eliminate future problems".

"...it is plain moral negligence not to care for those who are helpless...any of us would fork out the money for a relative who had these kinds of problems, and assure that they would get compassionate care."

WEST VOLUSIA HOSPITAL AUTHORITY
1006 N Woodland Blvd., DeLand, FL 32720
TENTATIVELY SCHEDULED MEETINGS - 2016

Citizens Advisory Committee Meetings
Tuesdays at 5:15pm

Board of Commissioners Meetings
Thursdays at 5:00pm

February 9 - CAC Organizational/Orientation
 *Ross Dickinson

January 21 - Organizational/Regular

February 18 (FLA HOSP/HSCFV)
(POMCO to Attend)

March 8 – Applicant Workshop *Andy Ferrari

March 17 (TNC/Good Sam)

**April 21 – 5 p.m. Joint meeting of WVHA Board and CAC – Preliminary Funding
 application review**

May 10 - Discussion/Q&A Meeting *Barbara Girtman

May 24 - Scoring Meeting * Robert Mann

*** **May 19 (FLA HOSP-SMA/RAAO/Global)**

June 16 – 4 p.m. Primary Care Application Workshop (duration 1 ½ hours)
June – 5:30 p.m. Joint meeting of WVHA Board and CAC–Funding Recommendations

***July 12 – Review of Process *Kathie Shepard**

July 21 (4:00 p.m.) Budget
 Workshop Followed by Regular
 (THND/Healthy Comm)
(POMCO to Attend)

August (CAC Hiatus)

August 18 (FLA HOSP)

September 15 - Initial Budget/Regular
 Meeting

September 13 – New Applicant Workshop

Tuesday, September 27, 2016 Final Budget

October (CAC Hiatus)

***October 20**

***November 15 – New Service Funding Proposals**
***Chair**

***November 17 (FLA HOSP)**

***WVHA Commissioner to attend CAC Meeting**

*****Meeting to be held at Florida Hospital Fish Memorial 1745 Sterling Blvd., Deltona FL**

***Meeting to be held at DeLand City Hall Commission Chamber 120 S. Florida Avenue, DeLand FL**

Ann Flowers
Founder & CEO
I Love Volusia
online publication

915 Doyle Rd Ste. 303
Deltona, Fl. 32725
386-320-6799
dolvc7@gmail.com

Marketing Strategy Proposal

- 1 - Executive Summary**
- 2 – Introduction**
- 3 – Statement of the problem**
- 4 – Objectives**
- 5 – Method**
- 6 – Resources**
- 7 – Schedule**
- 8 – Justification**
- 9 – Budget**
- 10 – measurement**

Executive Summary

The sole purpose of “I Love Volusia” online publication website is to continue informing the community about access to health care and other resources such as food, housing, workshops and activities for all that live in our community. This action on behalf of ILV can be done with minimum funds and community involvement from our leaders and organizations. ILV has been up for one year and the site continues to be known. Investing in ILV will be beneficial to the community the upkeep of the site is a continuous process, for many organizations have shut down and new organizations are popping up daily. We will continue to make residents aware of community resources, because they should never have to go outside of our community to find resources. Over the past two years of doing this I have learned much about what is needed in this community. I will show how my website will increase the knowledge of many resources in the community. It is not a great expense however; it takes patience and endurance. ILV online publication is the vehicle to get the information out to our community and to get them active. This is a free website for community organizations helping our community. It is imperative that Volusia County have access to ILV website.

Introduction

ILV online publication is dedicated to serving the community by putting community resources and information at the fingertips of our residents. We will continue attending meetings, community functions, church gatherings along with an array of resources and information. Our focus is on getting the information out to individuals and families who do not have access to resources for affordable housing and medical care. There are organizations and churches on ILV online publication to assist in areas of need.

We also list affordable and safe Daycares' for our resident's children.

Community events are attended and highlighted on ILV site. Each time we attend any event business cards are left to advertise ILV site this action will continue. In order to continue growth of the site I visit other communities and learn about their programs for their residents and how their programs are implemented.

As a resident and vibrant participant of the Volusia community it is my duty and joy to get involved. "The saying is "It takes a village" in this case It takes a community.

Statement of the problem

Here in Volusia many people go to hospital emergency rooms because they simple do not have health coverage. In more situation, than we care to admit parents will send their children to school with colds and other health issues. We see in some cases working parents who have young children can't afford health coverage for their children and have no idea where to go to get help. This is no secret to many of us. When they go to the hospital residents will say "So let them bill me at least I'm getting seen by a doctor and getting medicine" now you have an unnecessary billing problem of a bill which will never get paid. Again no knowledge of where to go to get help.

Let us not forget the residents who don't have citizenship papers they get sick too. Many stay at home and some try to self-medicate in doing this they infect others with whatever they have again a lack of knowledge of where to go to get resources.

We have a growing problem with adults who are sick with whatever and are too embarrassed to tell anyone. We have children walking around who are sick, with parents who can't afford to take them to doctors and if they get to the doctors they can't afford medicine for their children.

We also have a serious homelessness issue and teen pregnancy issue here in Volusia. We have resources for these situations too.

We must make information available to the community by way of ILV online publication. To have an effective website it must be known to the community. To get this information out materials and help are needed, traveling is imperative.

Objectives

Residents not knowing what is in their community should not be an issue. ILV has community information listed. If I had some help I could spend more hours out in the community getting and giving more information about resources on ILV website. My time is divided between me, myself and I. I could use help preferable a part time student to make calls and email prospective listings. I attend meetings during the week and weekends to see what our community leaders and organizations' has to offer community residents. I go to events give my card to companies and organizations in the medical field and ask if they would contact me. I will try to contact them many times by phone and or email this is time consuming. I could be in the field speaking to organizations showing how I can get their organization out to the resident at this time I am gathering information. I go to churches and speak to Pastors, I get resources they have to offer the community and some are doing many things in the community however; residents are not aware they offer many programs. Pastor's often tell me they don't know how to get the information out to the communities. I must say some are a little reluctant to list on the web so now I must prove to them their organization information must be on ILV website. I must show it will help their involvement in their community. I encounter many people who would like to volunteer in their community and have no information where to go. They would find this information on ILV website. Materials are needed to be given to churches, doctors' offices and events. These materials will help to keep ILV website running. I have been told people have gotten useful information off ILV website.

Method

I have been asked to go on at least two radio shows in order to spread the work of ILV website and how it is helping our community.

As I stated I will keep attending meetings with companies, organization and speaking to people. When I attend meeting, I learn about what we have in our communities and I tell people how they can access the information. When I'm trying to get an organization to list on ILV website I explain ILV is just a vehicle to their website. By speaking to resident, I learn about situations and I am able to give them information about ILV which may be may be helpful to them and their love ones. I leave business cards and flyers; this keeps ILV website visible. You will always see ILV company's pen on me. When speaking at meetings I see phones come out. I am told I just went on your site. So that seed was planted. I get contact information and follow up saying it would be my pleasure to put your organization on ILV online publication along with any event the community can benefit from.

I have been contacted by organizations who are now on ILV site. I plan to always be in the trenches informing the communities about the resources ILV website have. Why not this is my nature giving information.

I changed and registered my companies name so that it would be easy for the public to type it in. It was Deltona's Own Loves Volusia County too long the name now is I Love Volusia.org

Not everyone enjoys looking through a newspaper when searching for specific information for their community. There is a section on ILV website where churches, businesses and organizations of interest can

put additional information out to the community about their own individual city.

Resources

You will find on ILV site resources in churches, who will assist in food pantries, medical bills, housing and help paying utility bills. ILV list family restaurants', small and upcoming businesses in our communities.

When a family with children are looking to move to Volusia they will have access to the public and private schools.

There are many issues going on around us today however; Volusia County has a lot to offer its residents. I'm not saying we will have all the answers however; if we try as I am doing we may not have as many issues because residents will have access to information. I tell marketing departments and decision makers give me the information and I will give it to the communities.

To my knowledge ILV website is the only website out that focuses solely on the needs and issues of its communities; this gives ILV website an advantage over other community papers.

We have many programs that are available to help and inspire the young and the elderly who are in the community however; these programs are not known to many. We have 501c3 and 501c4 nonprofit program that will go to school's churches and speak to people. We talk to people who have issues and have no one to talk to and don't want others to know they have issues, pregnant teenagers who need guidance. Volusia County has programs and support groups that will help, council and keep the secret. Again my field is informing people where to go for help and resources.

Volusia has resources to help residents who are homeless and need temporary places to stay, residents don't know this. I put out colorful

flyers and people are attracted to this method of advertising. Again I'll keep visiting and attending meetings, functions, events. People have said I know your company's name what are you about? Now I get the opportunity to give information about ILV website.

It does cost time, gas and materials. This is an ongoing task retrieving valid and honorable information to put on ILV website. If I had a second person I could double the task. There are students who list in their schools looking for part-time work. Ask if I should put about clothes I must wear, appearance because I'm in the public. Make sure I state people that can help me.

Schedule

In 2011 I moved to Volusia county I soon realized I did not have access to resources in the community. Since that time, I have been actively working in the community gathering information from companies and businesses. I spoke to residents in the community they too did not have much knowledge of what was in Volusia. I decided to put out a booklet giving residents information to what the community had to offer. Many small businesses thought it was a good idea and said it would help get their business name out to the public many residents responded with positive feedback. In June 2015 I presented my project idea to Jerry Mayes Deltona's Business Developer the advice I got from him was "Ann you need to do an online publication not paper".

In 2015 I started my online publication. This publication had information to health, food, schools, community events etc. For each listed company all contact information was listed. I started with seven listings now have over 300 listings in Deltona alone. I have not tapped into the other cities.

I believe in a two year span I will have information in all sixteen Volusia Cities. I could use assistance in phone calls, emails and going to events with me. I will always be campaigning for ILV website informing the community and outside communities about many resources in ILV website.

Justification

I am qualified to do this project because I am committed. I have an active website that is totally free to list an organization if your business is located in Volusia County.

This is a website showing information directly to resources and problematic issues just for Volusia communities, adults and children will have access to the information. ILV website will have information from and for all sixteen Volusia Cities. If a person knew they could go directly to ILV website and get information about their community it would save time and one could get the information and the help sooner rather than later.

Volusia residents as well the Volusia business community must know what and who we have in our community. This includes City officials of all party affiliations'.

Budget

This is what it will take to continue to operating and maintaining ILV website in a one-year span.

- **Gas - \$1200.00**
- **Rulers – handouts - 3000 = \$600.00**
- **Banners – 2, 6' with stand \$400.00**
- **Business cards – 1000 = \$45.00**
- **Pens – handouts – 500 = \$290.00**
- **Refrigerators magnets – 500 = \$170.00**
- **Cell phone maintenance \$540.00**
- **Computer replacement if damaged – \$900.00**
- **Assistant – office and in the field - \$300.00 (Grand total assisting during the year.)**
- **Computer maintenance & updates – \$200.00**
- **Name tags – 3 = \$33.00**
- **Sticky note pads – handouts - 400 = \$568.00**
- **Flyers – 2000 = @290.00**
- **Tee shirts for myself and my helper (uniform) 2 = \$60.00**
- **Small drinking cups – handouts - 1000 = \$480.00**
-

Each item will have ILV website information printed

Grand total - \$6076.00

Measurement

I plan to stay on task reaching residents, Human Resource Departments and organizations in all sixteen cities in Volusia County. I will do this by phone calling and personnel visits.

I will persevere attending events hopefully with an assistant. I will continue taking pictures and interviewing people getting information about their organization. This information will be uploaded to the site.

I can't give materials over the phone however; when I visit I will have materials to leave this includes at meetings, events and speaking to citizens'.



Helping You Get Noticed

Marketing & Advertising Campaigns
for the West Volusia Hospital Authority

Our team will help build your brand's authority. Our team of professionals will help you grow your brand! Our services include:

- *Building a Custom HTML5 Mobile Responsive Website - included for the life of your plan*
- *30 website updates each month*
- *Indexing Your Website on Bing, Yahoo, and Google*
- *Add Your Google Business Location on the Google Map*
- *Create New Keyword Focused Page(s) added each month to your website*
- *Basic Search Analytics Reports - Impressions per month included for the life of your plan*
- *2 Hours of Graphic Design Time - Additional Design Time is \$50 an hour*
- *1 Hour of Stock Photography 4 Times a Year - Additional Design Time is \$50 an hour*
- *Follow up via Phone or In Person 30 Minute Strategy Session - Additional Session Time is \$75 an hour*
- *Hosting, Email Addresses, & 1 Domain Name - included for the life of your plan*
- *Referral Marketing of your brand online*
- *Email Blast to current clients once a month - client MUST supply email addresses*
- *Create Web Presence on Social Media & Blogs Sites*
- *Posts to Tumblr, Blogger, Pinterest, Facebook, Google+, LinkedIn, Twitter, PDF Archives, Wordpress, Path, Youtube, and other no/do follow sites as requested*

Twitter offers a Pay Per Click Advertising Campaign which does the following:

- It focuses on what your audience sees by utilizing clicks on your advertising image that goes directly to your website.
- Also it focuses on where your audience sees the ad images by engaging users you target will see your ads in their timelines and in search results. When you advertise on Twitter, you can use our robust targeting capabilities to get your business in front of the right audience.
- How it works - this advertising campaign charges for website link clicks.

Facebook offers a Pay Per Impression Advertising Campaign which does the following:

- It focuses on the ability to optimize an advertising campaign to reach people possibly interested in your services.
- How it works - this advertising campaign charges for number of times a prospective buyer sees your ad.

Google Display Search offers a Pay Per Impression Advertising Campaign which does the following:

- With vCPM you only pay for viewable impressions.
- An ad is counted as "viewable" when 50 percent of your ad shows on screen for one second or longer.
- How it works - this advertising campaign charges for number of prospective buyers actually see your ad.

Google Search offers a Pay Per Click Advertising Campaign which does the following:

- Cost-per-click (CPC) bidding means that you pay for each click on your ad(s).
- It focuses on bidding campaigns, you set a maximum cost-per-click bid - or simply "max. CPC" - that's the highest amount that you're willing to pay for a click on your ad
- Your max bid is the most you'll typically be charged for a click, but you'll often be charged less due to the system is setup as a auction. That final amount you're charged for a click is called your "actual CPC". If you enter a max bid and someone clicks your ad, that click won't cost you more than the maximum CPC bid amount that you set.
- It can be set to try to get the most clicks within your budget.



Helping You Get Noticed

Marketing & Advertising Campaigns
for the West Volusia Hospital Authority

Every Door Direct Mailing Advertising Campaign which does the following:

- It focuses on what your audience sees by utilizing postcards sent directly to specific zipcodes.
- Also the full color 2 sided postcards will be designed and created at .50 each to meet your audience's needs while engaging potential individuals to follow you on Social Media, visit your website, reach out to call, or walk in if desired. When you advertise on with the Post Service, you can use our robust targeting capabilities to get your business in front of geographically correct audience.
- How it works - this advertising campaign charges per postage at .175 each per route.

Newspaper Advertising Campaign which does the following:

- It focuses on what your audience sees by utilizing postcards sent directly to the readership of the newspaper.
- Ad spots in the newspaper based on the requirements of the newspaper. The designs will cost \$50 per hour and will be created to requirements of the newspaper. This form of advertising is volume driven but has a short lifespan of effectiveness, but it can engage your audience's needs while inviting them to follow you on Social Media, visit your website, reach out to call, or walk in if desired. When you advertise with a newspaper will be limited to social economic levels readership levels.
- How it works - this advertising campaign charges per edition - prices range from 130 plus per printing.

Special Event Sponsorships Advertising Campaign which does the following:

- It focuses on what your audience sees by utilizing a special event.
- This form of advertising is a piggyback style of promotion. It ties your organization to another organization in the community that is hosting an event (i.e. a race, a cookoff, a dinner fundraising, etc.) and the businesses that are also sponsoring the event as well. Banners, logos, or ad spots for the sponsorship requirements will be made to requirements of the special event hosts and the designs will cost \$50 per hour. Printing is generally handled by the host. This form of advertising is volume driven for a limited period time of the event cycle and it has a short lifespan of effectiveness, but it can engage your audience's needs while inviting them to follow you on Social Media, visit your website, reach out to call, or walk in if desired. When you advertise with in a special event you will be limited to social economic levels attendees, leadership, and the reach of the events marketing campaign.
- How it works - this advertising campaign charges per event - prices range from 200 plus per printing.

Poster, Frig Magnets, and Flyer Advertising Campaign which does the following:

- It focuses on what your audience sees by utilizing printed materials at pre-determined locations.
- This form of advertising takes advantage of 'fan sharing walk in clients of a given location' It allows you to get your message into business locations around West Volusia. Posters, frig magnets, and flyers will be prepared to the advertising campaign theme. The full color designs will cost \$225 within our package deal. This form of advertising can be long term driven due to the duration of time posters and frig magnets stay up for. 96% of the time frig magnets are not removed after being placed. But flyers do have a shorter lifespan because they are seen as read and throw away items. But all of these can engage your audience's needs while inviting them to follow you on Social Media, visit your website, reach out to call, or walk in if desired. When you advertise with these tools, you are only limited to social economic levels of the walk in clients of an establishment.



Helping You Get Noticed
Marketing & Advertising Campaigns
for the West Volusia Hospital Authority

Advertising Campaign Theme Targeting

We recommend 3 theme for your niche markets.

Niche Market #1 - Youth (0 to 17)

Niche Market #2 - Adults (20 to 55)

Niche Market #3 - Seniors (55 +)

Each niche market theme will have its own designs, slogan, and prepared message. If you select our agency, we will prepare our themes for the board or marketing committee.

Recommended Campaign Monthly Budgets:

Twitter: Estimated reach is 40 clicks per week

Facebook: Estimated reach is 14,000 impressions per week

Google Display: Estimated reach is 1,200 to 1,700 impressions per day

Google Search: Estimated 105 to 135 clicks per week

Monthly Investment - \$3500 a month

Our 25% retainer is built into the budgeted amount

Recommended Website Creation & Maintenance Plus Social Media Posting Budget:

6 Keyword Focus Pages Per Month & Once a Day Posts - \$600 a month

Recommended EDDM Advertising Campaign Monthly Budget:

3000 Households and Business Postage Cost - \$525

Print Design Costs - \$1500

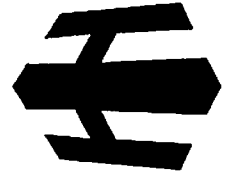
Recommended EDDM Advertising Campaign Monthly Budget:

3000 Households and Business Postage Cost - \$525

Print Design Costs - \$1500

Marketing Proposal

Prepared Exclusively for



HILL & HOLLIS
— ENTERPRISES, INC. —

713 W. NEW YORK AVE. DELAND, FL 32720 ♦ 386.279.0123 ♦ HILLHOLLIS.COM



Agency Approach

Hill & Hollis Enterprises, Inc. is a Florida-based award-winning public relations and marketing firm specializing in unique campaigns. We offer the highest level of personal and creative strategic planning and communication services. The boutique firm was conceived with an emphasis on corporate identity, image management, and brand development.

Combining media relations, promotions, strategic alliance development along with event production, Hill & Hollis Enterprises, Inc. creates campaigns that exceed client expectations. Successful campaigns are created with client short and long term sales and marketing objectives so that public relations programs dovetail with client marketing and monetary goals and increase the client's bottom line.

At Hill & Hollis Enterprises, Inc., we believe in interactive and close client/agency relationships. We study a company or product from every angle, and each act we take is designed to achieve results. We, the Hill & Hollis team, pride ourselves on our innovative strategic planning, creativity and successful team efforts with our clients. Although you may not have direct contact with our entire staff, we assure you that everyone will be working on your behalf.

Along with our team members, Hill & Hollis Enterprises, Inc. has staff that will contribute their creative efforts to your account. You will get to know them as we work together as well. Our boutique marketing firm embraces a "hands-on" approach to all client projects. So, you are provided with a complete marketing staff at your fingertips. Working with Hill & Hollis Enterprises, Inc. enables you to have the best marketing specialists working for you without having to hire a full-time marketing employee or employees that you have to provide salary and benefits. Following are the members of our family that are dedicated to your account reaching it's fullest potential.



Who we are

Harper Hill, President- “Promoting my passions began at an early age and has always come quite naturally to me.” Harper Hill merged his love of promotions, media and P.R with the creation of Hill & Hollis Enterprises, Inc. Harper directed advertising and promotion for his family’s real estate business in Savannah, GA. Hill also successfully managed and operated his own real estate operation in DeLand, FL as well as an investment firm.

Hill specializes in luxury brand travel, tourism, hospitality development. Hill also has worked extensively with many non-profit organizations developing revenue-generating golf tournament programs. A graduate of Stetson University, Hill currently serves on the Board of Trustees for Alpha Tau Omega, St. Barnabas Episcopal School, Latino Leadership of Orlando as well as DeLand Area Chamber of Commerce and is Past President of The Rotary Club of DeLand.

Will Hollis, Vice President- As part of our team, Will assists in developing the strategy and messaging of our campaigns. Hollis has a background in family business as well as marketing and focuses on brand development. Hollis serves as our team leader for our digital advertising market and has also developed a drone division of Hill & Hollis which boasts state of the art, aerial, multi-media production capabilities.

Community service driven, Hollis has been on a medical mission trip to Bolivia through Operation Smile, is a member and board member of Rotary Club of DeLand, has designed and installed a garden for Southwest Middle School in DeLand with ENACTUS, a community service based entrepreneurship club at Stetson. Hollis also serves on the board of directors for the Neighborhood Center in DeLand as well as the Discover DeLand board of directors.



Who we are

Haley Long, Director of Graphic Design and Photography- A Graphic Design graduate of The Art Institute of Tampa, Haley takes her knowledge and passion for design to every client. Long demonstrates attention to detail in everything she does, making sure that every project is completed with the utmost quality. Long looks at the “big picture” and has an understanding of the business as a whole. She specializes in social media campaigns including Facebook, Twitter, Pinterest, Vine, and Instagram. Successful campaigns that she has worked on include popular national brands like NBA’s Orlando Magic and HSN (Home Shopping Network).

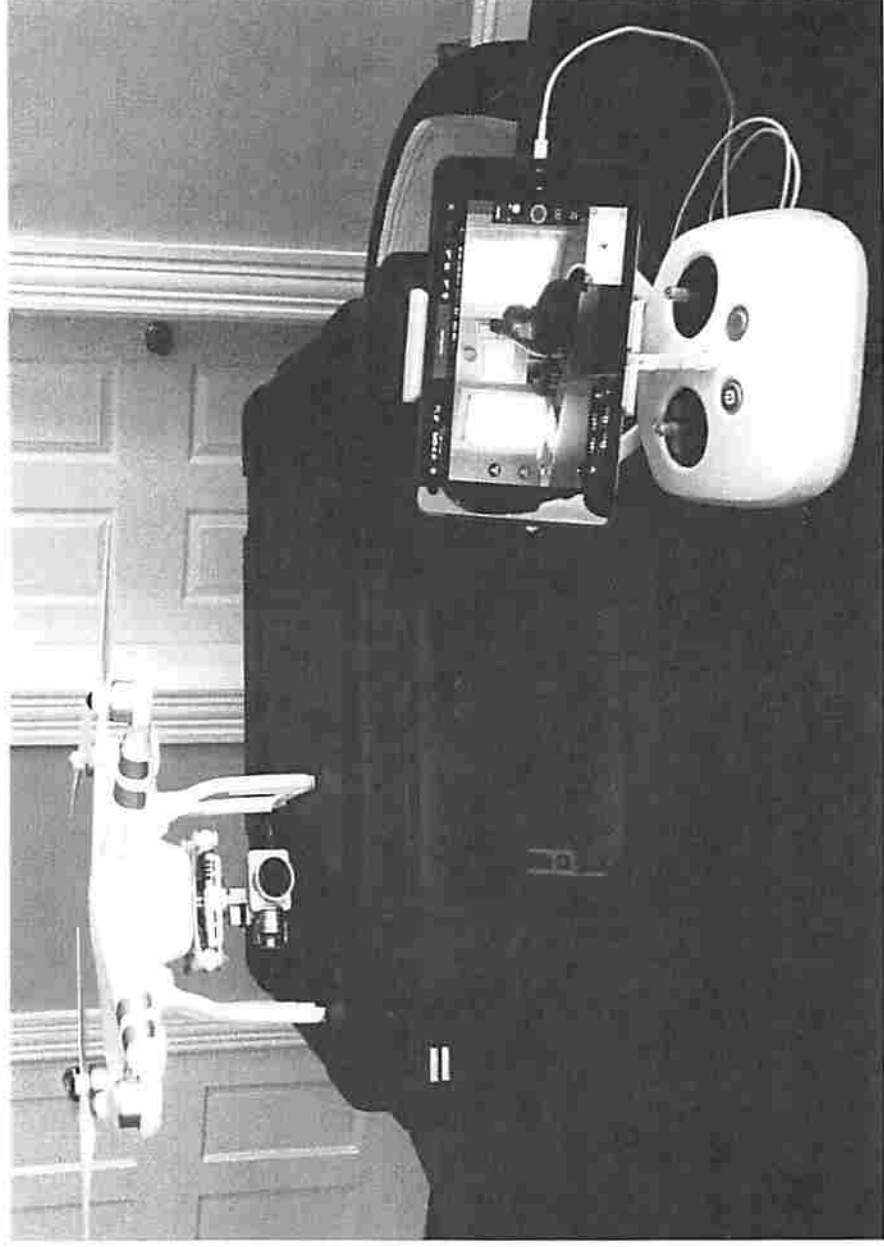
In addition to her design background, Haley has been a photographer for over 10 years. She has photographed numerous events in the Tampa Bay area including Fashions Night Out, Off the Field, Fashion Week Tampa Bay, and Fashion Funds the Cure with Carson Kressley. Long serves on the on the board of directors for the Neighborhood Center in DeLand and is active in the DeLand community.

Shawn Grimes, Associate- With over 30 years of experience in team leadership and management, Shawn’s role is to facilitate day to day operations tasks assigned by the Hill and Hollis leadership. Grimes is a hands-on person and makes sure that clients are in full communication with our staff. Grimes specializes in event based marketing initiatives and will serve on site for any internal or external communications tactics that will derive from event planning.

Mr. Grimes collaborates with each of the account team members to make sure that all client events are planned with the client in mind. Grimes has extensive knowledge of golf tournaments and fundraising events. Grimes’ portfolio includes involvement on some of the region’s largest and highest revenue generating golf events.

Who we are

"Betty White" – Yes, we named our drone! She can take 12 megapixel photos and can record amazingly crisp videos in 4K at up to 400 feet in the air. If you need aerial shots of your facility, an aerial video clip of a project your company is working on, or even a virtual tour of your office and/or warehouse – Betty White has got you covered!



Why choose Hill & Hollis

- Hill & Hollis Enterprises, Inc. has enabled clients like Florida Hospital DeLand to mark their 50th anniversary respectively aggressive advertising campaigns and have assisted Orange County Schools to open charter schools with award-winning imaging and branding.
- Our creative approach and grass-roots marketing enables our clients to get the most out of their marketing dollars on any budget.
- With respect to marketing and advertising firms in the greater Volusia county area, our commitment to community development and extensive work and outreach we do with non-profits is unrivaled.
- Hill & Hollis Enterprises, Inc. has introduced our portfolio of brands to key target audiences including:
 - Kermit's Key West Key Lime, who's products have been featured in the Latino Open, Citrus Girl Scouts regional fundraising, March of Dimes Regional Magazine, and on TV and radio segments such as Food Network's Unwrapped, and Paula Deen shows.
 - Eyedews, who's been featured in national woman's' magazines like Self and Allure as well as on Entertainment Tonight.
 - Walmart Neighborhood Markets in Central Florida, including zoning and planning, city council and public relations.

Why choose Hill & Hollis

- Our client's news stories are featured in regional tabs and newspapers as well as local news sources such as the West Volusia Beacon, Orlando Sentinel, Miami Herald and News Journal.
- Hill & Hollis Enterprises, Inc. has developed corporate sponsorship and partner programs for charter schools and non-profits where product donation from such leading brands as Luzianne Tea and Kraft along with monetary donations have been generated for clients and their events.
- Hill & Hollis Enterprises, Inc. will work seamlessly with your staff to capitalize on marketing and publicity opportunities and propose new media and marketing endeavors for you to take advantage of as they arise.
- Hill & Hollis Enterprises, Inc. has an extensive database of corporate partners to negotiate sponsorships, donations and product contributions.
- Hill & Hollis Enterprises, Inc. will work within budget guidelines and use creative approaches toward stretching budget dollars.
- When you choose Hill & Hollis Enterprises, Inc. you get a team of dedicated marketing professionals and event coordinators at your disposal!

We can proudly state

- We are a boutique agency providing hands-on contact with the agency principals with over 50 plus years of combined P.R. and marketing experience.
- We create fully integrated campaigns including promotions, direct mail, corporate sponsor programs, marketing, Google AdWords and media relations.
- Our agency focus is on brand development and promotion.
- We create a marketing partnership with our clients and maintain close involvement on a weekly basis.
- We only engage clients with whom we are passionate about their products and services.
- Each client is handled on an individual basis. We study a company from all angles and develop programs to fulfill their monetary goals, budget, and timeline, which we then use to create a comprehensive P.R. plan and assessment, accomplished within the first 30 days.
- We aim to exceed expectations and deliver results that are based on our clients marketing objectives that assist in overall image development.
- We have a reputation for designing custom creative campaigns that are direct, aesthetic and have an impact. There is no cookie-cutter approach.

Objectives

- Establish West Volusia Hospital Authority (WVHA) as the leading resource for providing access to healthcare for the indigent residents of West Volusia.
- Identify and engage in promotional opportunities and bring about brand awareness
- Foster media opportunities
- Establish brand identity
- Evaluate WVHA logo and create a slogan to incorporate into marketing campaigns
- Meet with partnering program directors to accurately convey new brand identity
- Involve local law enforcement in the promotional process and brand awareness
- Develop an active social media/search engine presence
- Develop new website to include online application
- Drive traffic to the website
- Develop and implement marketing, community relations, and public relations campaigns
- Create a following on social media (Facebook, Twitter, Instagram, YouTube, and LinkedIn)
- Develop marketing collateral to further brand awareness
- Assist with writing/editing of website and content for social media pages
- Develop and manage a Google AdWords advertising campaign
- Develop SEO strategy to maintain and grow online presence
- Negotiate the best pricing on all hard costs associated with marketing initiatives
- Establish a marketing budget for the items listed above
- Promote writing opportunities in media

Measurements of success

- Increase overall awareness and understanding of what WVHA does as well as how and where they operate
- Increase website traffic and online applications
- Increase in social media following
- Established social media campaign(s) using Facebook, Twitter, Instagram, YouTube, etc.
- Placement of local, regional, national news stories
- Development of brand identity
- Implementation of marketing strategy for both short-term and long-term goals
- Creation of media contacts specific to your brand
- Recognition of your brand as the leading resource for providing access to healthcare for the indigent residents of West Volusia.
- Implementation of an advertising tracking program
- Management of Google AdWords campaign and tracking click through rates
- Increase awareness to increase WVHA patient HealthCard applicants.
- Establish relationships for potential partnerships and/or promotional opportunities
- Creation quarterly e-newsletter
- Establish relationships with law enforcement officials to help promote the WVHA
- Creation of both digital and print marketing collateral
- Development of website that compliments brand



Tactics

Hill & Hollis Enterprises, Inc. will position you as an expert in healthcare and revamp your website, creating networking opportunities, and designing marketing collateral.

We will assist you in developing your story and key message points. We will also help you with the writing, editing and packaging of your website and pitch your brand to the media for placement of news stories. We envision a brand that encompasses learning tools, and advice for people in need of healthcare.

We will aggressively build up your followers and then relaunch your brand with a multi-tiered marketing and public relations campaign strategy encompassing ways to promote your website and increase awareness about your message. We will reach out to local groups, businesses and organizations such as chambers, banks, Mainstreet associations, law enforcement, city employees, rotary and other organizations to market the your brand. We will create advertising that ties with your brand such as billboards, radio and television commercials and more. We will communicate, with current and future partners, the message of WVHA at community events. In addition, we will interview affiliate directors to promote community partnerships. We will also work with local partners to maximize any co-op advertising opportunities.

Additional Tactics

Hill & Hollis Enterprises, Inc. will develop the following on your behalf:

- *Promotional Material* – Brochures, posters, rack cards, informational pieces and at-a-glance sheets
- *Outdoor Advertising and Signage* – Includes any billboards, bus stop signage, bus wraps, bus bench signage, and banners that may be used for community events
- *Target Events for cross promotion* – Communicate with current and future partners the West Volusia Hospital Authority message at community events
- *Print Advertisement* – Write articles, press releases, advertisements, press kits and agreed upon marketing materials in the way of printed promotion that can spread the word about the message of West Volusia Hospital Authority
- *Television and Radio* – Production of professionally produced and filmed commercials for television and social media, script writing and professionally produced PSA's for radio networks
- *Web* – We will keep website content fresh, create SEO marketing, Google AdWords and develop ways to engage youth to visit website
- *Videos* – Share commercials on social media platforms
- *Social Media* – We will craft a presence on social media platforms including Facebook, Youtube, etc to educate others and increase brand awareness of WVHA.
- *Face to Face* – Creating partnerships with Law Enforcement Officials, Churches, and other non-profit organizations to promote the resources provided by the WVHA.

Sample Advertising



**WEST VOLUSIA
HOSPITAL AUTHORITY**

WE'RE THERE WHEN YOU NEED US



Methodology & Options

There are three levels of interaction that can be effective for this project, depending on the degree of help and participation you desire from our agency.

- **Advisory** – In this capacity we would serve as your backstage resource, meeting with the team charged with launching this initiative. The role would include sounding board for plans, ideas and strategies, devil's advocate on key initiatives, third-party objective review source and oversight of the launch itself. We estimate the time involved to be about 12 months to complete the planning, development, resourcing and to finalize the marketing tasks. Does not include any hard costs or advertising expenses.
 - Web-based research
 - Content management of website
 - Content management and administration of social media
 - Development of new website which will include online application
 - Manage Google AdWords campaign
 - Design marketing collateral and print advertising including billboards, bus stop signage and bus wraps
 - Create social media presence and social media advertising
 - Design all digital advertising

Methodology & Options

- **Consultative** – In addition to the responsibilities and contributions of option #1, we would also attend predetermined work meetings; and be available to launch initiatives and have our team at your disposal for brain storming sessions. We estimate that this involvement would last for about 12 months. This package also includes the following:
 - Interview affiliate partners and members
 - Production of one television and radio commercial
 - Create and produce Google AdWords campaign
 - Design and produce marketing collateral
 - Design print and digital advertising including billboards, bus stop signage and bus wraps
 - Create social media presence and produce social media advertising
 - Develop quarterly e-newsletter to send to affiliate partners, patients, volunteers, and supporters

Methodology & Options

- **Inclusive** – In addition to the roles described in both options #1 and #2, we would work alongside your staff to do the work required to accomplish the objectives stated previously. This option includes the tasks listed below and an assessment at a future point (we suggest six months after our agreement) to measure results against the “measure of successes” listed previously. The involvement here would be approximately 12 months.
 - All production and hard costs of advertising
 - TV (production and air time)
 - Radio (production and air time)
 - Print (marketing collateral design, production and distribution)
 - Advertising including bus benches, bus wraps, and billboards
 - Google AdWords
 - Create social media presence and social media advertising
 - Communicate with current and future partners the WVHA message at community events
 - Work with law enforcement officials to promote the WVHA message and spread awareness

Terms & Conditions

Fees for the previously stated options are:

Option 1:	Advisory	\$ 29,500
Option 2:	Consultative	\$ 68,500
Option 3:	Inclusive	\$ 127,500

- **Conditions:** The quality of our work is **guaranteed**. In the event that you feel that we are not meeting the standards described herein or based on our mutual conversations and agreements, this agreement may be cancelled given 60-days written notice by either party. Agreement can be upgraded with 30-day written notice by client.



Thank you for the opportunity.

GOAL ORIENTED. **RESULTS DRIVEN.**

Get social with us



HILL & HOLLIS
— ENTERPRISES, INC. —

713 W. NEW YORK AVE. DELAND, FL 32720 ♦ 386.279.0123 ♦ HILLHOLLIS.COM

To: All owners of 800 W. Plymouth Ave. a/k/a West Volusia Professional Center (the "Property");

From: The Architectural Committee

Date: August 31, 2016

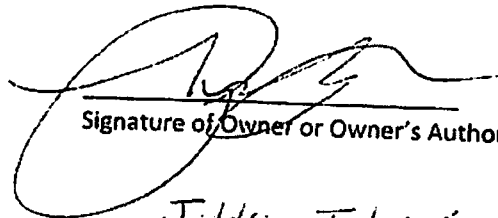
Pursuant to Paragraph 1 of the deed restriction entitled *Covenants, Mutual Parking and Septic Tank Agreements and Party Wall Agreement*, as amended, and recorded at Book 1975, Page 1189-1197 of Volusia County Official Records ("Covenants"), the Architectural Committee is charged with assuring compatible and uniform development of the Property.

The Architectural Committee originally consisted of three members (Dannie W. Trivett, Charles T. Slaughter, III and Stephen S. Spore). Because of Stephen Spore's death, a vacancy exists on the Architectural Committee. Pursuant to Paragraph 1 of the Covenants, a majority of the owners of the Property shall in writing appoint a replacement for the vacancy. The West Volusia Hospital Authority, a public entity which owns 3/12ths of the Property, is interested in filling the vacancy and would designate one of its members to participate in all Architectural Committee meetings.

To facilitate an orderly written appointment process, we hereby request that each owner reply to our property manager, Mindy Nadeau (see below contact info.) by 5:00p.m. on September 12, 2016 in writing with a duly authorized signature to indicate one of the choices below. If another owner self-nominates or nominates another, we will circulate those other choices in a second round of balloting in order to fairly notify owners of all their choices.

☒ Nomination of Juddson Tyler Spore ^{MBRN S.B. Holdings, LLC} to fill the vacancy.

☐ Approve the Appointment of West Volusia Hospital Authority to fill the vacancy.



Signature of Owner or Owner's Authorized Representative

Juddson Tyler Spore

Printed Name and Title of Owner or Owner's Authorized Representative

Mindy Nadeau

Swann & Associates
1205 S Woodland Blvd Ste 3
DeLand, FL 32720
386-738-3688 ext 18
386-738-5788 - Fax
mindy@swannrealtor.com

**West Volusia Hospital Authority
Financial Statements
August 31, 2016**



Dreggors, Rigsby & Teal, P.A.
Advisors for Life

Certified Public Accountant | Registered Investment Advisor

1006 N. Woodland Boulevard ■ DeLand, FL 32720

(386) 734-9441 ■ www.drtpa.com

James H. Dreggors, CPA
Ann J. Rigsby, CPA/CFP™
Parke S. Teal, CPA/PFS (1954-2011)

Ronald J. Cantlay, CPA/CFP™
Robin C. Lennon, CPA
John A. Powers, CPA

To The Board of Commissioners
West Volusia Hospital Authority
P. O. Box 940
DeLand, FL 32720-0940

Management is responsible for the accompanying balance sheet (modified cash basis) of West Volusia Hospital Authority, as of August 31, 2016, and the related statement of revenue and expenditures - budget and actual (modified cash basis) for the month then ended and year-to-date, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The accompanying supplemental information contained in Schedules I and II is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the representation of management. The information was subject to our compilation engagement; however, we have not audited or reviewed the supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such supplementary information.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Authority's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to West Volusia Hospital Authority.

Dreggors, Rigsby & Teal, P.A.

Dreggors, Rigsby & Teal, P.A.
Certified Public Accountants
DeLand, FL

September 6, 2016

MEMBERS

**West Volusia Hospital Authority
Balance Sheet
Modified Cash Basis
August 31, 2016**

Assets

Current Assets

Petty Cash	\$ 100.00
Intracoastal Bank - Money Market	12,806,971.48
Intracoastal Bank - Operating	<u>500,037.90</u>
Total Current Assets	<u>13,307,109.38</u>

Fixed Assets

Land	145,000.00
Buildings	422,024.71
Building Improvements	350,822.58
Equipment	<u>755.35</u>
Total Fixed Assets	<u>918,602.64</u>
Less Accum. Depreciation	<u>(267,068.62)</u>
Total Net Fixed Assets	<u>651,534.02</u>

Other Assets

Deposits	<u>2,000.00</u>
Total Other Assets	<u>2,000.00</u>
Total Assets	<u>\$13,960,643.40</u>

Liabilities and Net Assets

Current Liabilities

Security Deposit	\$ 5,110.00
Total Current Liabilities	<u>5,110.00</u>

Net Assets

Nonspendable Fund Balance	651,534.02
Restricted Fund Balance	208,000.00
Assigned Fund Balance	4,384,187.00
Unassigned Fund Balance	8,825,633.45
Net Income Excess (Deficit)	<u>(113,821.07)</u>
Total Net Assets	<u>13,955,533.40</u>
Total Liabilities and Net Assets	<u>\$13,960,643.40</u>

West Volusia Hospital Authority
Statement of Revenue and Expenditures
Modified Cash Basis
Budget and Actual

For the 1 Month and 11 Months Ended August 31, 2016

	<u>ANNUAL BUDGET</u>	<u>CURRENT PERIOD ACTUAL</u>	<u>YEAR TO DATE ACTUAL</u>	<u>BUDGET BALANCE</u>
Revenue				
Ad Valorem Taxes	\$12,225,000.00	\$ 0.00	\$12,425,062.27	\$ (200,062.27)
Investment Income	65,000.00	4,961.82	56,993.03	8,006.97
Rental Income	66,876.00	5,573.00	61,303.00	5,573.00
Other Income	0.00	2,290.79	3,975.93	(3,975.93)
Total Revenue	12,356,876.00	12,825.61	12,547,334.23	(190,458.23)
Healthcare Expenditures				
Adventist Health Systems	5,641,748.00	392,691.19	3,867,349.89	1,774,398.11
Northeast Florida Health Services	1,545,606.00	133,091.80	1,257,274.96	288,331.04
Specialty Care	2,927,160.00	328,904.01	2,450,758.52	476,401.48
County Medicaid Reimbursement	2,150,000.00	182,706.63	1,942,172.76	207,827.24
The House Next Door	181,975.00	0.00	62,775.42	119,199.58
Global Health Care	313,600.00	4,368.00	13,552.00	300,048.00
SMA - Residential Treatment	150,000.00	5,648.56	450,000.00	(300,000.00)
The Neighborhood Center	50,000.00	2,932.02	27,816.60	22,183.40
Rising Against All Odds	152,667.00	17,996.09	147,028.94	5,638.06
Florida Dept of Health Dental Svcs	145,000.00	1,400.00	3,945.88	141,054.12
Good Samaritan	110,000.00	7,081.00	64,911.50	45,088.50
Stewart Marchman - ACT	485,336.00	41,358.97	417,943.21	67,392.79
Healthy Communities	72,536.00	5,103.31	61,433.61	11,102.39
Health Start Coalition of Flagler & Volusi	142,484.00	8,764.34	79,705.98	62,778.02
H C R A	819,612.00	20,426.93	185,999.92	633,612.08
Other Healthcare Costs	400,000.00	0.00	0.00	400,000.00
Total Healthcare Expenditures	15,287,724.00	1,152,472.85	11,032,669.19	4,255,054.81
Other Expenditures				
Advertising	5,000.00	2,078.26	12,944.60	(7,944.60)
Annual Independent Audit	15,500.00	0.00	15,200.00	300.00
Building & Office Costs	6,500.00	(30.00)	3,058.65	3,441.35
General Accounting	60,900.00	4,502.50	48,697.50	12,202.50
General Administrative	65,100.00	4,975.00	60,470.55	4,629.45
Legal Counsel	85,000.00	5,480.00	81,850.00	3,150.00
Special Accounting	20,000.00	0.00	0.00	20,000.00
City of DeLand Tax Increment District	35,000.00	0.00	24,299.00	10,701.00
Tax Collector & Appraiser Fee	478,356.00	42,886.58	471,121.70	7,234.30
TPA Services	455,000.00	60,251.00	553,278.00	(98,278.00)
Eligibility / Enrollment	85,745.00	35,128.50	86,522.00	(777.00)
Application Screening	106,238.00	0.00	109,550.62	(3,312.62)
Workers Compensation Claims	25,000.00	0.00	15,389.78	9,610.22
Other Operating Expenditures	10,000.00	531.25	23,505.66	(13,505.66)
Loss on Disposition of Assets	0.00	0.00	122,598.05	(122,598.05)
Total Other Expenditures	1,453,339.00	155,803.09	1,628,486.11	(175,147.11)
Total Expenditures	16,741,063.00	1,308,275.94	12,661,155.30	4,079,907.70
Excess (Deficit)	<u>\$ (4,384,187.00)</u>	<u>\$ (1,295,450.33)</u>	<u>\$ (113,821.07)</u>	<u>\$ 4,270,365.93</u>

See Accountants' Compilation Report

West Volusia Hospital Authority
Schedule I - Healthcare Expenditures
Modified Cash Basis
Budget and Actual

For the 1 Month and 11 Months Ended August 31, 2016

	<u>ANNUAL BUDGET</u>	<u>CURRENT PERIOD ACTUAL</u>	<u>YEAR TO DATE ACTUAL</u>	<u>BUDGET BALANCE</u>
Healthcare Expenditures				
Adventist Health Systems				
Florida Hospital DeLand	\$ 2,658,374.00	\$ 174,476.12	\$ 1,964,926.47	\$ 693,447.53
Florida Hospital Fish Memorial	2,658,374.00	218,215.07	1,795,966.35	862,407.65
Florida Hospital DeLand - Physicians	162,500.00	0.00	58,631.14	103,868.86
Florida Hospital Fish - Physicians	162,500.00	0.00	47,825.93	114,674.07
Northeast Florida Health Services				
Primary Care Clinics	736,940.00	65,345.05	665,782.14	71,157.86
Dental	5,000.00	0.00	4,303.50	696.50
Obstetrics	100,000.00	1,380.74	21,028.51	78,971.49
Pharmacy	703,666.00	66,366.01	566,160.81	137,505.19
Specialty Care				
Specialty Care Providers	2,670,840.00	300,712.15	2,239,913.09	430,926.91
Laboratory Services	256,320.00	28,191.86	210,845.43	45,474.57
County Medicaid Reimbursement	2,150,000.00	182,706.63	1,942,172.76	207,827.24
Florida Dept of Health Dental Svcs	145,000.00	1,400.00	3,945.88	141,054.12
Good Samaritan				
Good Samaritan Health Clinic	60,000.00	1,401.00	21,391.50	38,608.50
Good Samaritan Dental Clinic	50,000.00	5,680.00	43,520.00	6,480.00
The House Next Door	181,975.00	0.00	62,775.42	119,199.58
Global Health Care	313,600.00	4,368.00	13,552.00	300,048.00
SMA - Residential Treatment	150,000.00	5,648.56	450,000.00	(300,000.00)
The Neighborhood Center	50,000.00	2,932.02	27,816.60	22,183.40
Rising Against All Odds	152,667.00	17,996.09	147,028.94	5,638.06
Stewart Marchman - ACT				
SMA - ARNP Services at THND	7,000.00	184.00	3,283.50	3,716.50
SMA - Homeless Program	78,336.00	8,114.13	71,194.20	7,141.80
SMA - Baker Act - Match	400,000.00	33,060.84	343,465.51	56,534.49
Healthy Communities				
Healthy Communities Kid Care Outreach	72,536.00	5,103.31	61,433.61	11,102.39
Health Start Coalition of Flagler & Volusia				
HSCFV - Outreach	73,566.00	5,942.12	45,839.52	27,726.48
HSCFV - Fam Services	68,918.00	2,822.22	33,866.46	35,051.54
HCRA				
H C R A - In County	400,000.00	20,038.16	204,250.22	195,749.78
H C R A - Outside County	419,612.00	388.77	(18,250.30)	437,862.30
Other Healthcare Costs	400,000.00	0.00	0.00	400,000.00
Total Healthcare Expenditures	\$15,287,724.00	\$ 1,152,472.85	\$11,032,669.19	\$ 4,255,054.81

West Volusia Hospital Authority
Schedule II - Statement of Revenue and Expenditures
Modified Cash Basis

For the 1 Month and 11 Months Ended August 31, 2016 and August 31, 2015

	<u>1 Month Ended</u> <u>August 31, 2016</u>	<u>1 Month Ended</u> <u>August 31, 2015</u>	<u>11 Months Ended</u> <u>August 31, 2016</u>	<u>11 Months Ended</u> <u>August 31, 2015</u>
Revenue				
Ad Valorem Taxes	\$ 0.00	\$ 5,901.84	\$12,425,062.27	\$13,436,948.67
Investment Income	4,961.82	5,653.22	56,993.03	62,992.99
Rental Income	5,573.00	5,594.00	61,303.00	61,534.00
Other Income	<u>2,290.79</u>	<u>0.00</u>	<u>3,975.93</u>	<u>25.00</u>
Total Revenue	<u>12,825.61</u>	<u>17,149.06</u>	<u>12,547,334.23</u>	<u>13,561,500.66</u>
Healthcare Expenditures				
Adventist Health Systems	392,691.19	15,220.91	3,867,349.89	4,051,053.81
Northeast Florida Health Services	133,091.80	62,287.50	1,257,274.96	1,415,972.39
Specialty Care	328,904.01	196,709.72	2,450,758.52	2,172,807.04
County Medicaid Reimbursement	182,706.63	168,896.87	1,942,172.76	1,857,865.37
Payment on HB 5301	0.00	0.00	0.00	127,646.00
Florida Dept of Health Dental Svcs	1,400.00	0.00	3,945.88	0.00
Good Samaritan	7,081.00	7,859.00	64,911.50	75,153.00
The House Next Door	0.00	2,896.14	62,775.42	43,937.01
Global Health Care	4,368.00	0.00	13,552.00	0.00
SMA - Residential Treatment	5,648.56	0.00	450,000.00	110,775.50
The Neighborhood Center	2,932.02	927.22	27,816.60	30,826.58
Rising Against All Odds	17,996.09	6,124.44	147,028.94	81,348.54
Stewart Marchman - ACT	41,358.97	5,719.00	417,943.21	358,578.67
Healthy Communities	5,103.31	7,284.54	61,433.61	58,801.92
Health Start Coalition of Flagler & Volusi	8,764.34	0.00	79,705.98	0.00
H C R A	<u>20,426.93</u>	<u>-4,081.74</u>	<u>185,999.92</u>	<u>414,232.58</u>
Total Healthcare Expenditures	<u>1,152,472.85</u>	<u>469,843.60</u>	<u>11,032,669.19</u>	<u>10,798,998.41</u>
Other Expenditures				
Advertising	2,078.26	131.30	12,944.60	5,922.90
Annual Independent Audit	0.00	0.00	15,200.00	15,500.00
Building & Office Costs	(30.00)	0.00	3,058.65	4,952.98
General Accounting	4,502.50	7,726.50	48,697.50	51,098.75
General Administrative	4,975.00	7,122.50	60,470.55	64,528.75
Legal Counsel	5,480.00	5,100.00	81,850.00	66,210.00
Other Operating Expenditures	531.25	212.50	23,505.66	6,550.81
City of DeLand Tax Increment District	0.00	0.00	24,299.00	28,512.00
Tax Collector & Appraiser Fee	42,886.58	73.43	471,121.70	420,984.76
TPA Services	60,251.00	30,850.00	553,278.00	382,454.00
Eligibility / Enrollment	35,128.50	5,696.00	86,522.00	59,506.00
Application Screening	0.00	6,153.00	109,550.62	61,530.08
Workers Compensation Claims	0.00	0.00	15,389.78	12,314.07
Loss on Disposition of Assets	<u>0.00</u>	<u>0.00</u>	<u>122,598.05</u>	<u>0.00</u>
Total Other Expenditures	<u>155,803.09</u>	<u>63,065.23</u>	<u>1,628,486.11</u>	<u>1,180,065.10</u>
Total Expenditures	<u>1,308,275.94</u>	<u>532,908.83</u>	<u>12,661,155.30</u>	<u>11,979,063.51</u>
Excess (Deficit)	<u>\$ (1,295,450.33)</u>	<u>\$ (515,759.77)</u>	<u>\$ (113,821.07)</u>	<u>\$ 1,582,437.15</u>

See Accountants' Compilation Report

LEGAL UPDATE MEMORANDUM

TO: WVHA Board of Commissioners

DATE: September 6, 2016

FROM: Theodore W. Small, Jr.

RE: West Volusia Hospital Authority - Update for September 15, 2016 Regular Meeting

Summarized below are updates on active legal matters/issues for which some new information has become available since my last legal e-update dated August 10, 2016. This Memorandum will not reflect updates on matters resolved by a final vote of the Board and thereby already summarized in the 8/18/16 Meeting Minutes.

I. Legal Context for Budget Workshop/TRIM Procedure [Tax/Budgeting] [*See new info. in italics and bold*]

Please note that the Authority's budget process is governed by the Truth in Millage ("TRIM") process as set forth in Chapter 200, Florida Statutes and the related Department of Revenue compliance regulations. In general, TRIM requires that taxing entities such as the Authority hold two public hearings for open discussion on their proposed millage rate and proposed budget. Such public hearings must first deal with any increase in millage over the statutory rolled-back rate (RBR) necessary to fund the proposed budget, if any, and the specific purposes for which taxes are being increased. The millage rate must be adopted first and then the budget must be adopted with a separate vote. Notices for the first public hearing ("TRIM Notice") is mailed to taxpayers by the County Property Appraiser on the Notice of Proposed Property Taxes. Notice for the second public hearing is handled by the Authority with a newspaper advertisement in a statutorily mandated format and publication deadline.

For Board member personal vacation scheduling purposes, please note that the Authority's TRIM budgeting process usually starts in July coincident with the Property Appraiser's certification of the tax roll and ends in late September with a final budget hearing and submission of certifications of compliance to the State's TRIM Compliance Office. Therefore, even though tentative dates have already been voted upon (see below in Paragraph H *infra*), Board members should maintain as much flexibility as possible in their September schedules in order to ensure a quorum and whatever majority is necessary to satisfy the TRIM requirements.

For most years since 2007, the Board has voted to adopt millage at the "rolled-back rate" ("RBR"), which is the rate calculated with a statutory formula to allow the Board to raise the same amount of revenue as it did in the immediate past tax year with a simple majority vote. Refer to counsel's 9/17/2014 for a complete history of final millage votes. The following are descriptions of the exceptional years where the Board has voted to set its final millage rate

either below or above that statutory rolled-back rate, which meant a tax decrease or increase in layman's terms:

Regarding the 2015-16 budget year, the TRIM Final Budget Hearing was held on Thursday, September 17, 2015, and the Board voted 5-0 to set its final millage at 1.6679 mills with a separate 5-0 to adopt the Authority's 2015-16 final budget of \$16,741,063.00. Therefore, the 2015-16 tax year's millage of 1.6679 mills was a 10% decrease over the 1.8532 mills rolled-back rate;

Regarding the 2014-15 budget year, the TRIM Final Budget Hearing was held on Thursday, September 25, 2014, and the Board voted 4-0-1 (vacant) to set its final millage at 1.9237 mills with a separate 4-0-1 (vacant) to adopt the Authority's 2014-15 final budget of \$15,989,676.00. Therefore, the 2014-15 tax year's millage of 1.9237 mills was a 15% decrease over the 2.2632 rolled-back rate;

Regarding the 2013-14 budget year, the TRIM Final Budget Hearing was held on Thursday, September 19, 2013, and the Board voted 5-0 to set its final millage at 2.3759 mills with a separate 5-0 to adopt the Authority's 2013-14 final budget of \$17,453,695.00. Therefore, the 2013-14 tax year's millage of 2.3759 mills was a 1.5% decrease over the 2.4121 rolled-back rate;

Regarding the 2009-10 budget year, the TRIM Final Budget Hearing was held on Tuesday, September 22, 2009, and the Board voted unanimously to set its final millage at 1.745 mills with a separate unanimous vote to adopt the Authority's 2008-09 final budget of \$15,680,000.00. Therefore, the 2009-10 tax year's millage of 1.745 mills was a 2.04% decrease over the 1.7813 rolled-back rate;

Regarding the 2007-2008 budget year, the TRIM Final Budget Hearing was held on Wednesday, September 12, 2007, and the Board unanimously voted to set its final millage at 1.2619 mills with a separate unanimous vote to adopt the Authority's 2007-08 final budget of \$18,414,937.00. Therefore, the current tax year's millage of 1.2619 mills is the same as the final millage adopted for 2006-07, but it represented a 10.37 percent increase over the statutory rolled-back rate of 1.1433 mills.

On June 1, 2016, the Volusia County Property Appraiser sent the Authority official notification that based on its "pre-preliminary estimate", the total taxable value of property in the Authority's tax district is \$8,181,945,419, which represents a net change of +4.93% from 2015 taxable value.

For Board planning purposes please begin to anticipate the following TRIM deadlines and special meeting dates during the next few months:

- A The process will begin with the Property Appraiser certifying the tax roll by July 1, 2016;
- B By a date to be set by the Board, the accountants must circulate a proposed budget to the Board;
- C At its July 21, 2016 Regular Meeting, the Authority will need to determine its proposed millage rate, including considerations of any increase above the rolled-back rate, and

- the date, time and place of the first of two required public hearings ("Tentative Budget Hearing"). The Tentative Budget Hearing must take place no earlier than September 3 and no later than September 18.
- D By August 4th, the Authority (via DRT) will need to notify the Property Appraiser of prior year millage rate, proposed current millage rate, RBR and date, time and place for the Tentative Budget Hearing;
 - E By August 24th, the Property Appraiser will send out the required TRIM Notice. The Authority also generally advertises the Tentative Budget Hearing as it would for a regular meeting even though such supplemental advertisement is not required;
 - F Within 15 days after the Tentative Budget Hearing occurs and the Tentative Millage and Budget are adopted, the Authority will need to advertise its second and final public hearing on the millage and budget ("Final Budget Hearing"). The advertisement for the Final Budget Hearing must be published at least 2, but no more than 5 days before the hearing takes place.
 - G Hearing dates selected by the Volusia County Council and Volusia County School Board take priority. Based on information DRT received from these entities, the School Board will have its TRIM hearings on July 25th and September 13th. The County Council will have its TRIM hearings on September 8th and September 22nd.
 - H *To reconcile these statutory scheduling requirements with the Authority's current meeting schedule and depending on any changes to the County Council or School Board schedule, the Tentative Budget Hearing has been scheduled for 5:05p.m. on Thursday, September 15, 2016 followed immediately by a regular meeting already scheduled for that same date; Thursday, September 22 as the tentatively scheduled date for publication of the Final Budget Hearing which is proposed to occur in a Special Meeting on Tuesday, September 27, 2016 at 5:05p.m.*
 - I Within 3 days of the Final Budget Hearing, the Authority (via DRT) must forward the resolution adopting the final millage rate to the Property Appraiser.
 - J Within 30 days of the Final Budget Hearing, the Authority (via DRT) must submit its TRIM Compliance package (DR-422).

II. CAC: Revisions to Funding Application and Review Process [*See new info. in italics and bold*]

Effective August 18, 2016, the WVHA Citizens Advisory Committee ("CAC") funding application and review process shall be modified as follows:

- A. Unless the Board notifies the CAC that numerical ranking would be useful to the Board's evaluation of a particular set of funding applications, the CAC is no longer required to score and compile a rank comparison of applications. Generally CAC members will only be requested to make recommendations on whether the application should receive full, partial or no funding.
- B. The CAC shall utilize two separate tracks to review and make recommendations on funding applications:
 - 1. Track 1: For applications submitted by an existing provider to renew an existing funding agreement with WVHA, the CAC shall engage in the same Q&A review and develop recommendations that it has

utilized over many years. The CAC shall have discretion to streamline that traditional process when ranking is not requested.

- a. The deadline for Track 1 applications shall remain 12:00p.m. Noon, on the first Friday in April of each year.
 - b. The Application shall be made available at least 45 days before the Application deadline.
 - c. *If necessary*, a WVHA Funding Application Workshop shall be scheduled at least 21 days before the Application deadline.
2. Track 2: For applications proposing that WVHA fund new health care or access to health care services, even if it comes from a currently funded entity, the CAC shall engage in a fast track review process that will allow the CAC to complete its review and make recommendations to the Board within 30-60 days. This fast-tracking requirement is based on an expectation that 5 or less such “new service or access” proposals will be submitted in any given cycle. If more applications are received, the Board recognizes that the review process may take longer than 60 days.
- a. Only “new service or access” proposals (i.e., those that are NOT already being funded by WVHA for this particular provider) would be eligible for consideration in Track 2 process;
 - b. The two deadlines for submission of these “new service or access” proposals would be at 12:00 Noon on the first Friday in April and 12:00p.m. Noon on the first Friday in October of each year;
 - c. These “new service or access” proposals shall utilize the most recently approved WVHA Application for Funding as the required format and required information; The Application shall reflect that those applying to provide “new service or access” are strongly encouraged to request assignment of a “mentor” from someone at a currently funded agency who can assist them understand application and funding requirements.
 - i. The Application shall be made available at least 45 days before the Application deadline.
 - ii. A mandatory WVHA Funding Application Workshop shall be scheduled at least 21 days before the Application deadline
 - d. To the maximum extent feasible, these “new service or access” proposals would be considered by the CAC as a separate agenda item during its regularly scheduled meetings so that this process does not require scheduling any additional meetings of the CAC;
 - e. Unless CAC members determine that there is good cause for expanding consideration to two meetings or there is a lack of

- a quorum to take action, the CAC shall review, consider and vote to fund in whole, in part or not at all each “new service or access” proposal during a single meeting. This review, consideration and vote shall occur at the next regularly scheduled CAC meeting after the April 1 and October 1 submission deadlines;
- f. The application for funding and recommendation of the CAC concerning these “new service or access” proposals will be added to the Board’s Discussion Agenda at the next Regular Meeting after the CAC has voted upon its recommendations, either all, some or none of the requested funding;
 - g. If the Board ultimately approves the “new service or access” proposal after due consideration of the recommendation from the CAC, a new Funding Agreement will be negotiated and presented to the Board for consideration at the next Regular Meeting after the Board’s approval;
 - h. Subject to discretion of the Board, it is anticipated that the funding agreements for such approved “new service or access” proposals would have a term of at least six months (for those that apply in October) but no more than 14 months (for those that apply in April) that run from the date of approval and would end on September 30th after that first 6 months so that eventually all these new agreements run from fiscal year to fiscal year;
 - i. Once a “new service or access” proposal is funded, that agency will thereafter apply for renewal of funding at the start of the next fiscal year on the next April 1 after it receives funding using the same CAC Track 1 funding process
 - j. Both the CAC’s recommendation and the Board’s consideration of these “new service or access” proposals will give due consideration to whether the “Other Healthcare Costs” contains adequate funds for the proposed new services and the Board shall factor the potential for receipt of such “new” service proposals within their annual budget deliberations and votes;
 - k. The “Other Healthcare Costs” line item or a new “New Services or Access” line item should be funded at an agreed level (e.g., \$1 million dollars for the initial year); once the Board approves proposals that would exhaust that budgeted amount, no further applications for “new service or access” would be approved until the Board votes to transfer to that line item unspent monies that is already available within the overall Final Budget approved for that fiscal year.

III. West Plymouth Professional Center Parking Lot Maintenance. [See new info. in italics and bold]

At the request of a board member, counsel followed up with the June 28th email and "To Whom It May Concern" memorandum from the Architectural Committee. The following clarifications are noteworthy:

1. Under the relevant deed covenants that run with land which are mandatory upon all owners of property in the complex, a majority vote of the Architectural Committee is akin to a board of a homeowner's association in a residential development and its decisions are determinative of whether maintenance and improvements of common areas occur and at what costs. There is no appeal process of those decisions. As owner of 3 of the total 12 ownership units in the complex, WVHA owns 25% of the units and accordingly is generally assessed 25% of the total costs for any common area maintenance or improvements. However, WVHA was not one of the original owners and members of the Architectural Committee and therefore, it currently has no vote on its maintenance and improvement decisions. Pursuant to the covenants, Dan Trivett and C. Slaughter are original members of the Architectural Committee.
 - a. Tyler Sporer is the son of original member Stephen Sporer, but counsel is waiting for clarification from Swann Realty on whether Tyler Sporer was properly voted upon by all complex owners to replace his father on the Architectural Committee.
 - b. Counsel has also inquired whether C. Slaughter's membership on the Architectural Committee was terminated based on the terms of his recent sale of his practice. Swann Realty's preliminary response was that he is still a member of the Architectural Committee because he sold his practice but not his partial ownership interest in the complex.
2. Dr. Rawji is the source of the original request that Swann Realty, as the property manager for the complex, seek bids to maintain or improve the parking areas. Dr. Rawji is also an owner of 3 units and would thereby become responsible for 25% of the eventual costs of any parking area maintenance or improvements.
3. Regarding the two bids attached to the email, it is important to note that the bids are one for each of two alternative choices. Although the Architectural Committee has the right to make a final determination between those choices, WVHA has been notified by the June 28th correspondence of those choices and it has a right to express its preference for either spending \$989.49 to reseal and restripe or \$10,413.00 to repave the parking lot.

Counsel recommends that the Board discuss and vote upon expressing its preference between the two choices mentioned in #3, *supra*; whether it would desire to become a candidate for

membership on the Architectural Committee if one or more vacancy were declared to exist (its inability to meet and participate with an actual vote spontaneously may become a hindrance to effective management should exigent circumstances require an immediate decision, but the vote of two other members could overcome that hindrance for time-sensitive matters); and if not, whether it has a preference between the other current owners to fill such a vacancy??? Counsel followed up as requested on July 22nd with the property manager at Swann Realtor. The property manager promised to bring all of WVHA's concerns to the immediate attention of the Architectural Committee. *Following up on the previously reported conference call on August 18 with Dr. Slaughter and Mr. Trivett and the Board's authorization for counsel to assist in preparation of a draft notice to other owners, counsel prepared the following draft notice and forwarded it to Mindy Nadeau on August 30th:*

To: All owners of 800 W. Plymouth Ave. a/k/a West Volusia Professional Center (the "Property"):

From: The Architectural Committee

Date: August 31, 2016

Pursuant to Paragraph 1 of the deed restriction entitled *Covenants, Mutual Parking and Septic Tank Agreements and Party Wall Agreement*, as amended, and recorded at Book 1975, Page 1189-1197 of Volusia County Official Records ("Covenants"), the Architectural Committee is charged with assuring compatible and uniform development of the Property.

The Architectural Committee originally consisted of three members (Dannie W. Trivett, Charles T. Slaughter, III and Stephen S. Spore). Because of Stephen Spore's death, a vacancy exists on the Architectural Committee. Pursuant to Paragraph 1 of the Covenants, a majority of the owners of the Property shall in writing appoint a replacement for the vacancy. The West Volusia Hospital Authority, a public entity which owns 3/12ths of the Property, is interested in filling the vacancy and would designate one of its members to participate in all Architectural Committee meetings. To facilitate an orderly written appointment process, we hereby request that each owner reply to our property manager, Mindy Nadeau (see below contact info.) by 5:00p.m. on September 12, 2016 in writing with a duly authorized signature to indicate one of the choices below. If another owner self-nominates or nominates another, we will circulate those other choices in a second round of balloting in order to fairly notify owners of all their choices.

_____ Nomination of _____ to fill the vacancy.
_____ Approve the Appointment of West Volusia Hospital Authority to fill the vacancy.

Representative

Signature of Owner or Owner's Authorized

Printed Name and Title of Owner or Owner's

Authorized Representative

To date, counsel has not received any updates on the status of follow-up by the Architectural Committee.

IV. HB 479: Publication of Agenda and “Meeting Materials Available in Electronic Format” 7 Days Before Meetings. *[See new info. in italics and bold]*

As reported several months ago, Governor Scott signed HB 479/ SB 956 with an effective date of 10-1-16, which requires that “At least 7 days before each meeting or workshop, the agenda of the event, along with any meeting materials available in an electronic format, excluding confidential and exempt information....” be posted on a special districts website.

Neither the bill itself nor the legislative bill analysis (attached) provides any insight on whether the posting requirement precludes consideration of items that represent a change to the agenda that was posted or consideration of meeting materials that were not “available in electronic format” 7 days before the meeting or workshop.

If such restrictions were intended, it would require substantial changes from the way WVHA conducts business at its once monthly meetings because some materials such as payables spreadsheet only become available in electronic format hours before the meeting and some items are added to the agenda at the beginning of a meeting including some items that waiting a month would frustrate WVHA’s overall purpose and goals.

Based on the apparent lack of any definitive indications of legislative intent or any interpretative guidance before the effective date of this new requirement, counsel recommends that the Board approach compliance based on a plain reading of the statute which would only require publication of materials that are, in fact, available in electronic format at least 7 days in advance of a meeting or workshop and then supplement that posting with supplemental materials on some established set of intervals (e.g., 3 days and 1 day) when such supplemental material becomes available.

V. WVHA Health Card Program Eligibility Guidelines. *[See new info. in italics and bold]*

[Refer back to Legal Update Memorandum dated 4/9/14, 7/19/14, 9/17/14, 11/12/14, 2/11/15, 6/10/2015, 10/7/15, 11/11/15, 3/9/16 and 4/12/16 for additional background details.]

From the inception, the Guidelines were adopted from a legal perspective to establish uniform, fair and non-discriminatory standards to comply with the Enabling Legislation’s requirement that tax dollars are spent on primarily individuals who are both “residents” of the Tax District and who are “indigent” as defined within the Guidelines.

It is noteworthy that currently the Guidelines are utilized by WVHA in two distinct ways which are often confused by providers, potential providers and applicants for funding:

1. First, they are utilized by WVHA's third party administrator ("TPA"), currently POMCO, as the governing rules for determining who is eligible to receive a WVHA Health Card. Once deemed eligible by POMCO, an applicant receives a Health Card (effective usually for 6 months) which automatically makes them eligible to receive hospital care, primary care, dental care, specialty care and pharmacy benefits at any provider who has signed a funding agreement to provide such services to those who are currently enrolled in the Health Card Program;
2. Second, the Guidelines are incorporated in whole or part as the governing rules for a funded agency to qualify some of their individual clients to become eligible for WVHA reimbursement (at the contracted rate) for contracted services at that agency only. Even though these individuals are generally required to provide the same information, including proof that they have applied for the ACA and that they are not qualified for Medicaid or other affordable private health insurance, the individuals who qualify through these funded agencies do not receive a Health Card and therefore are not automatically eligible to receive other healthcare services available at other funded agencies, the hospitals, specialty care providers, pharmacy benefits, etc.

For the next round of overall revisions to the Eligibility Guidelines, Counsel will consult with POMCO and develop a joint recommendation regarding Commissioner Dickinson's concern about the potential overbreadth of "any encumbrances" in the current Eligibility Guidelines concerning what encumbrances will be considered by POMCO when evaluating the equity value of real property. See Eligibility Guidelines Revised 6/16/2016, Section 11:03 Procedures (2. Assets to be considered; b. Equity value of real property other than homestead. The value is verified by the property appraiser of the county in which the property is located. The equity value is determined by subtracting the amount of any encumbrances from the value of the asset).

VI. WVHA's Transition from HSI to New Third Party Administrator *[See new info. in italics and bold]*

[Refer back to Legal Update Memorandum dated 6/10/15, 8/12/15, 10/7/15, 11/11/15, 1/13/16, 2/10/16 and 7/13/16 for additional background details.]

Regarding the DaVita negotiations, POMCO has noted in its February update to the Board that DaVita is only willing to consider agreeing to a lower (\$1200/Visit vs. \$1700/Visit) reimbursement rate if WVHA is willing to do a direct contract with DaVita, as opposed to it signing a contract with POMCO to provide services at that rate to all individuals in POMCO's specialty care network. If the Board authorizes such negotiations, counsel will pursue them to their logical conclusion. Fortunately, the Board has approved the Seventh Amendment to the Indigent Healthcare Reimbursement Agreement, which is allowing for WVHA to reimburse FHD for services it purchases from DaVita to provide dialysis to Health Card members when they are discharged from the hospitals.

VII. Formal Notice of Potential Claim for Damages against WVHA corporately and

Chair Ferrari individually by Travis McBride and Central Florida Mental Health Associates, LLC. [See new info. in italics and bold]

[Refer back to Legal Update Memorandum dated 6/10/15 and 8/12/15 for additional background details.]

In a second certified letter to counsel dated 5/19/2015, McBride's attorney (Gary J. Boynton, Esq. of Winter Park) notified WVHA that McBride and his company intend to sue Chair Ferrari individually and WVHA "corporately". Regarding the basis for the threatened lawsuit, this second letter modifies the original notice by including the following dates of alleged damage:

"The nature of the claim includes, but is not limited to, defamation, slander and interference with their contractual relationship. The onset of these damages began on June 22, 2014 and again on 07/24/14, 07/25/14, 08/22/14, 08/24/14, 08/25/14, 03/11/15, and continuing."

Based on public record search and shared information from Commissioner Ferrari, Attorney Boynton filed the threatened lawsuit on June 16, 2016 against Andy Ferrari individually and West Volusia Hospital Authority as defendants. The Case is pending in the Volusia County Circuit Court (civil) and it has been assigned to Judge Randell H. Rowe. The docket reflects that a 20-day summons was issued for WVHA, but Ms. Long has confirmed that this summons has not been served upon WVHA at its official address. The Complaint available online reveals that Central Florida Mental Health Associates LLC ("CFMHA") is alleging two counts ("tortious interference with a business relationship" and "deceptive and unfair and trade practices") against both WVHA and Ferrari and one count of "defamation" against Ferrari individually. In layman's terms, both counts against WVHA contend that WVHA is liable because Ferrari made statements or took actions that caused harm to CFMHA while he was acting as the "agent", "servant" or "employee" of WVHA. As previously authorized by the Board, counsel intends to vigorously defend these claims against WVHA once it has been properly served. Counsel will depend on DRT to notify counsel as soon as it receives the summons so that an appropriate response can be filed within the 20-day time limit. Counsel was copied on a letter from the County of Volusia's Legal Department notifying CFMHA's attorney that he had misdirected a summons to the Chair of the County Council instead of directing it to the actual named co-defendant, WVHA. *However, to date counsel has not received any notification that WVHA has been served with a summons.*

VIII. Discussion Agenda Item: "WVHA approval to pay legal retainer for Commissioner Ferrari"
[See new info. in italics and bold]

In anticipation of legal questions that may arise from this Discussion Agenda item, counsel notes the following generally applicable common law rule that requires the Board--not the Board's lawyer, the Florida Attorney General or a court--to determine in the first instance after review all facts and circumstances: 1. whether the subject litigation arises out of or in connection with the performance of Commissioner Ferrari's official duties and if so, then 2. whether the litigation serves a public purpose?

These questions arise from law cited in a string of Florida Attorney General Opinions where various local governments have requested the Attorney General to opine on similar matters.

Based on a quick search for such AG Opinions, counsel is attaching at the end of the August 2016 Legal Update what appears to be the latest such AG Opinion dated August 6, 2013. Also, pasted below is an excerpt from AGO 91-58, which is a concise summary of the relevant common law from The Supreme Court of Florida and is often cited within these AG Opinions:

The Supreme Court of Florida, in *Thornber v. city of Fort Walton Beach*, recognized the common law principle that "public officials are entitled to legal representation at public expense to defend themselves against litigation arising from the performance of their official duties while serving a public purpose." Citing *Chavez v. City of Tampa, supra*, the Court held that for public officials to be entitled to representation at public expense, the litigation must:

- "1) arise out of or in connection with the performance of their official duties and
- 2) serve a public purpose."

IX. Workers Compensation Case. [See new info. in italics and bold]

[Refer back to Legal Update Memorandum dated 1/7/15, 5/8/13, 11/7/12, 8/10/12, 3/10/15 and 2/10/16 for additional background details.]

Contrary to most common sense expectations, the Authority--which terminated its last employees in 2006 and sold the hospitals in 2000--remains liable on periodic "tail" treatment claims for injuries to its former hospital employees. Since 2000, these treatment claims have been processed (assessed for relationship to original injury and eligibility for payment determined) by Adventist Health System's Worker's Compensation Department ("Adventist"). Adventist has retained specialized worker's compensation counsel (Jeffrey J. Branham of the firm of Dean, Ringers, Morgan & Lawton, P.A.) to handle any of the specialized legal matters that come up from time to time. The undersigned oversees the separately retained counsel by reviewing and giving provisional approval for Adventist to pay their bills. Of the many worker's compensation claims that were active in 2000, by 2007 only one former hospital workers continues to actively treat and submit substantial claims.

X. General Compliance with the Sunshine Law:

The Government in the Sunshine Law, section 286.011, Florida Statutes, provides in pertinent part:

'All meetings of any board or commission . . . of any agency or authority of any county, municipal corporation, or political subdivision . . . at which official acts are to be taken are declared to be public meetings open to the public at all times, and no resolution, rule, or formal action shall be considered binding except as taken or made at such meeting.'

It is impossible to summarize all relevant points of the Sunshine Law, but please note that courts uniformly interpret this provision as prohibiting two or more members of the same board or commission from discussing any matter on which foreseeable action will be taken by the public board or commission. (If your discussion with another board member concerns personal or business matters unrelated to the Authority, the Sunshine Law does not apply)

Please note that the Sunshine Law DOES apply to “off-the record” chats during meetings or during breaks, written correspondence, telephone conversations and e-mails exchanges between two or more board members if such communication concerns matters likely to come before the Board. It also prohibits nonmembers (staff, lawyers, accountants, and members of the public) from serving as liaisons between Board members concerning matters likely to come before the Board.

Please note that as the Board's attorney, counsel's role is to assist the aggregate Board with legal compliance, not to provide individualized legal opinions to a particular board member. For specific questions concerning your own compliance, please direct those inquiries to the Florida Commission on Ethics. Their website can be found at <http://www.ethics.state.fl.us/>. Although their website material suggests the need for a written inquiry, each individual Board member is a “public officer” and thereby has the right to obtain informal telephone advice on common questions at (850) 488-7864.