



**MIAMI-DADE COUNTY
FINAL OFFICIAL MINUTES
Public Health Trust Nominating Council**

Board of County Commissioners

Stephen P. Clark Government Center
2nd Floor Conference Room
111 NW 1st Street
Miami, Florida 33128

June 6, 2007
As Advertised

Prepared by:

Harvey Ruvlin, Clerk
Board of County Commissioners

Kay Madry Sullivan, Director
Clerk of the Board Division

Reporter:

Karen Leonard, Commission Reporter
(305) 375-1296



PUBLIC HEALTH TRUST NOMINATING COUNCIL CLERK'S SUMMARY AND OFFICIAL MEETING MINUTES

The Public Health Trust Nominating Council convened in the 2nd Floor Commission Conference Room of the Stephen P. Clark Government Center, 111 N.W. 1st Street, on June 6, 2007, at 3:00 p.m. There being present Chairman Dennis Moss and Council Members: Commissioner Sorenson; Mr. Ernesto de la Fe, and Senator Frederica Wilson (was late); Commissioner Javier Souto (was absent).

Staff members present were Assistant County Manager Mae D. Bryant; Assistant County Attorney Eugene Shy; Ms. Marlene Avalo (Office of the Chair) Legislative Assistant; Ms. Irene Taylor-Wooten Assistant to the County Manager; Ms. Maggie A. Perez, Ms. Angela Lane; Ms. Debra Owens, Mr. Daniel Ricker; and Deputy Clerk Karen Leonard.

I. Welcome

Chairman Moss called the meeting to order at 3:14 p.m. and welcomed those in attendance. He noted that today's meeting would be introductory to the nominating process.

II. Explanation of Nominating Process

Chairman Moss asked Assistant County Attorney Shy to explain the PHT Nominating Committee (PHTNC) process.

Assistant County Attorney Shy distributed a copy of the Chapter 25A of the Miami-Dade County Code and the PHTNC rules and procedures. He provided a brief overview of the regulations and rules of the Nominating Council. He noted that the Board of Trustees for the PHT was comprised of 15 representatives from the community and two commissioners. Mr. Shy noted that this was a yearly process and the terms of a number of Trust members would expire on October 3, 2007.

Assistant County Attorney Shy noted that the procedures were approved by the Commission. He also noted that the Council members needed to determine the recommended timeline and advertisement for applications and other business today. He informed the Council members that once the applications were accepted according to the scheduled timeline determined by this meeting, a background check would be conducted on all applicants and the results would be forwarded to this body to determine whether any conflicts, etc existed. He noted that the vacancies would be advertised on a weekly basis in several printed media outlets advertising the vacancies and a matrix/summary would be prepared to assist Council members in the decision-making process.

Section 25A of the Code was amended last year, Mr. Shy noted, to provide for two additional candidates to be submitted with the slate of candidates to the Commission for approval. He explained the past procedures and noted that this year, four applicants as well as two additional applicants would to be selected for approval by the County Commission. Mr. Shy referred to the printed copy listed in the agenda packet and pointed out that Mr. Angel Medina, Jr., Ms. Rosey Cancela, Mr. Walter James Harvey, and Dr. Kathie Sigler terms of office would expire on October 3, 2007, and these individuals could be re-nominated.

Concerning Commissioner Sorenson's question regarding the terms of office, Mr. Shy stated that the terms were reduced to (2) consecutive and complete terms of three (3) years. He noted the incumbents who were on the Board before the effective date of this ordinance were grandfathered in.

In response to Chairman Moss' question regarding the process last year, Mr. Shy noted that historically the Council requested attendance records from the PHT and the Nominating Council meetings and notification of any other office held by the applicants. Mr. Shy noted that an unpredictable situation

occurred and the documentation in the Section 25A of the Code stated that Trustee Raul Masvidal was suspended from the Board because of alleged legal charges. Consequently, it also stated that the Board of County Commission could appoint a replacement to complete his term until his situation was resolved. He noted that Mr. Masvidal's term of office would expire in October 2008, and the Council had the option to appoint a replacement or rely on the County Commission to make an appointment.

Attorney Shy agreed with Chairman Moss' comments regarding Mr. Masvidal's official suspension and removal from the PHT roster and that Mr. Masvidal was not considered as part of the quorum nor would he be permitted to participate or receive information from the Public Health Trust (PHT) meetings.

Discussion ensued among the Council members regarding similar issues that had occurred in the past.

Chairman Moss recommended that the Council members designate an interim appointment for Mr. Masvidal's position until the situation was resolved.

Additionally, Commissioner Sorenson noted that the appointee would be advised that the position was an interim appointment and that he/she would continue to serve until the end of Mr. Masvidal's term if the allegations were not cleared.

Responding to Mr. de la Fe's question whether the same nominating process was needed for the interim appointee, Assistant County Attorney Shy stated not necessarily because the County Commission could handle the process; however, applications would be provided to the Council to select from.

Upon the arrival of Senator Frederica Wilson, Chairman Moss asked Mr. Shy to provide a brief recap of the nominating council's procedures previously discussed.

At Chairman Moss' request, Senator Wilson introduced herself for the record, and noted that she chaired the Miami-Dade Legislative Delegation.

Attorney Shy reviewed the discussion already held in today's (6/6) meeting. He noted that, based on the timeline, he anticipated that the County Commission would approve the final recommendations from the Council in September in order to install the new appointees before the terms expired.

Chairman Moss noted his intent was to ensure that the process of the Nominating Council would be on track. He emphasized the need for applicants to have sufficient time to respond during the application process and that the names of the potential nominees were forwarded to the County Commission in an appropriate manner.

Chairman Moss questioned whether Council members would consider discussing with the individuals who were not chosen for one of the four positions, their willingness to serve as an interim and forward those names to the Commission for a final decision.

Concerning Chairman Moss' question whether this action would be appropriate with the regulations in Section 25A of the Code, Assistant County Attorney Shy said yes, provided those names were included in the original recommendations and a separate resolution was created and forwarded to the County Commission.

Commissioner Sorenson noted traditionally that the four incumbents would continue to serve unless some problems occurred, but the possibility of a change in the terms could take place since the County

Commission would vote on the slate. She pointed out that the fifth applicant could possibly replace Mr. Masvidal.

Chairman Moss agreed with Commissioner Sorenson and noted that in the past, members were given an opportunity to serve full terms; however, that would now be determined by the County Commission. He asked Mr. de la Fe to provide input as Chairman of the Public Health Trust

Mr. de la Fe noted he concurred with Chairman Moss. He noted he agreed with the recommendations as well.

Discussion ensued among the Council members regarding the difference between the past and current procedures of the PHTNC.

Mr. de la Fe recommended that the Council spend time identifying the best candidates and submit its recommendations to the County Commission for approval. He noted the County Commission would depend on input from the Council.

Commissioner Sorenson recommended that with all fairness the incumbents who performed well should be re-considered unless some problems were foreseen. She noted that it took a lot of effort and time to become educated on PHT issues. However, if the Council members considered the performance of an incumbent to be substandard, they could make another recommendation with the benefit of having interviewed the candidates, Commissioner Sorenson noted. She pointed out that this process was more difficult because the Council had to identify the issue, as opposed to submitting recommendations.

Discussion ensued among the Council members regarding the four openings and the eligible incumbents who could continue to serve after undergoing the nominating process.

Senator Wilson noted that the decision would be difficult if the incumbents were performing well unless there was some type of controversy or disagreement among the members on the Public Health Trust. She noted the type of complaints against the incumbents might be the lack of attendance at meetings, no follow-up of reports, etc. and she recommended nominating the incumbents that performed well.

Chairman Moss noted that the Council would not pre-judge the four incumbents that were re-applying and a review of all the applications would be needed. Consequently, the four incumbents had to reapply and the Council would determine the nomination. Chairman Moss stated that the five Council members, including Commissioner Souto, in his absence, would interview and make a recommendation on the six individuals. He also noted that the Council could recommend a specific candidate out of the six individuals to serve in the interim.

Concerning Senator Wilson's question whether the Council had reason to suspect that any of the incumbents would not want to continue, Chairman Moss stated he was unaware and it had not been brought to the Council's attention.

Additionally, Mr. de la Fe noted that currently no one had indicated this; however, the PHT required a lot of time and effort from members. He also noted the possibility that an individual might have re-assessed his/her effort of commitment versus other endeavors.

Commissioner Sorenson noted that the recommendations from the Chair of the PHT would make the Council's decision easier once the candidates were interviewed and the final decision would be made.

Chairman Moss noted the process required the Council to review the applications and individuals could be placed on the short list based on that; but the Council was not required to nominate the four incumbents.

III. Review and Approval of Proposed Timeline and Advertisement for Applicants

Chairman Moss asked the Council members to look at the 2007 Public Health Trust Nominating Council Timeline schedule. He noted that the Council had convened today (6/06) to approve the scheduled advertisement dates, and the application submission deadline.

At the request of Chairman Moss, Assistant County Attorney Shy noted that, in terms of the time provided in the past, the schedule was on course and appropriate for the first time.

Chairman Moss asked the Council members for feedback concerning the timeline.

Commissioner Sorenson noted that she would not be available during the week of July 2nd which was noted as the time to select the finalists for interviews.

Concerning Chairman Moss' recommendation that the Council change the scheduled date of July 2nd to select the finalists, Mr. de la Fe asked that the Council move the date to the week of June 26, 2007

Discussion ensued among the Council members regarding the time available to review the applications after the June 22, 2007 application submission deadline.

Assistant County Attorney Shy emphasized that the Council needed to focus on meeting the September 18, 2007, deadline to present the final nominees to the Board for approval.

Assistant County Manager Mae Bryant noted the schedule was formulated to ensure that the Council met the deadline of September 13, 2007 to present the final nominees to the Health and Public Safety Committee (HPSC), and then have the finalist selection process waived and forwarded to the Board of County Commissioners on September 18, 2007.

Assistant County Attorney Shy noted that the interview dates could be adjusted to be consistent with the deadlines.

Concerning Chairman Moss' question regarding whether this was the same procedure as last year's, assistant Irene Taylor-Wooten said yes, however, she noted that committee meetings were rescheduled which delayed the confirmation process.

In response to Commissioner Sorenson's question regarding whether it was appropriate to forward the finalist selection to the HPSC since it was just a ballot, Mr. Shy noted that he would investigate the procedure and provide further clarification.

Concerning Senator Wilson's question regarding the number of applicants permitted, Mr. Shy stated that as many as 60 applicants could be considered.

Discussion ensued among the Council members regarding the final number of applicants to be considered. Mr. Shy noted that the staff would assist the Council by summarizing the results from the applications on a matrix to include the names, professions, business interests, and resumes.

Following discussion, Chairman Moss recommended that the Council tentatively schedule the next Nominating Council meeting to select the finalist for the interviews on July 9, 2007 at 10:00 am until noon.

Assistant County Manager Bryant noted that the matrix of applicants would be provided to the Council members for review in advance.

Chairman Moss noted that the week of July 22, 2007, was an appropriate time for the Nominating Council to convene and begin the interviewing process for the finalists. He noted; however, that Council members would be contacted to ensure that they had no conflicts.

Assistant County Manager Bryant agreed with Chairman Moss and noted that applicants would need a background screening before the interview, which would take approximately three weeks. She also noted she would ask that the Miami-Dade Police Department complete the background checks as a priority.

Chairman Moss noted that the Council needed the results from the background screening before making recommendations, and that the Council members had generally agreed on the proposed timeline.

Mr. de la Fe emphasized the need for the Council to search for the best people in the community and encourage them to apply, rather than waiting for them to apply.

There being no further discussion, it was moved by Commissioner Sorenson that 2007 Public Health Trust Nominating Council Timeline be adopted as amended; with further amendments made as necessary. This motion was seconded by Mr. de la Fe, and upon being put to vote, passed unanimously by those members present.

Assistant County Manager Bryant noted that the proposed advertisement for the opening positions of the Board of Trustees for the PHT needed approval. She explained that the application deadline for submission would be at the Office of the Clerk of the Board on June 22, 2007. Ms. Bryant stated that emails were unacceptable and only hard copies of applications would be accepted.

Chairman Moss clarified that the advertisement would be placed in the following periodicals: Miami Herald, El Nuevo Herald, Miami Times, Haiti en Marche, Diario las Americas, Daily Business Review and the Periodicos. He asked that the Council members review the Application for Nomination to Serve on the Board of Trustees of the PHT of Miami-Dade County.

Assistant County Manager Bryant stated that the application was the same one that was used last year.

Hearing no other questions or comments, it was moved by Commissioner Sorenson that the Application for Nomination to Serve on the Board of Trustees of the PHT be approved. This motion was seconded by Mr. de la Fe, and upon being put to vote, passed unanimously by those members present.

Adjournment

There being no further business the PHTNC meeting was adjourned at 3:59 p.m.



Commissioner Dennis C. Moss, Chairman
Public Health Trust Nominating Council



**PUBLIC HEALTH TRUST
NOMINATING COUNCIL
June 6, 2007**

Prepared by: Nelson Diaz

EXHIBITS LIST

NO.	DATE	ITEM #	DESCRIPTION
1	6/11/2007		Public Health Trust Nominating Council agenda
2	6/11/2007		2007 Public Health Trust Nominating Council Timeline
3	6/11/2007		Opening for the Board of Trustees of the Public Health Trust
4	6/11/2007		Application for Nomination to serve on the Board of Trustees of the Public Health Trust of Miami-Dade County.
5	6/11/2007		2007 PHT Nominating Council Contact Information
6	6/11/2007		PHT Nominating Council Sign in Sheet
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PUBLIC HEALTH TRUST NOMINATING COUNCIL

AGENDA

June 6, 2007

3:00 p.m.

**Stephen P. Clark Center
2nd Floor Conference Room**

Welcome

Commissioner Dennis C. Moss
Chair, PHT Nominating Council

Introductions

Commissioner Dennis C. Moss
Chair, PHT Nominating Council

Explanation of Nominating Process

Eugene Shy
County Attorney

Review and Approval of Proposed Timeline and Advertisement for Applicants

Commissioner Dennis C. Moss
Chair, PHT Nominating Council

Adjournment

Commissioner Dennis C. Moss
Chair, PHT Nominating Council

Attachments:

- PHT Nominating Council Information
- Proposed Timeline for Nominating Process ✓
- Advertisement for Applicants ✓
- Application for Public Health Trust Board ✓
- Current Listing of PHT Board Members

2007 Public Health Trust Nominating Council Timeline

June 6, 2007	Nominating Council convenes Approve advertisement, timeline, application
June 10- June 19, 2007	Advertisement runs in The Miami Herald, El Nuevo Herald, Miami Times, Haite en Marche, Diario de las Americas, Miami Daily Business Review, Periodicitos, and the County's website
Week of June 22, 2007	Application submission deadline to the Clerk's Office
Week of June 25, 2007	Mail summarized application matrix to Council members
Week of July 2, 2007	Nominating Council convenes Review summarized application matrix Select finalists for interview Notify Finalists Request background screening for finalists
Week of July 22, 2007	Nominating Council Convenes Interview Finalists Select slate of nominees for presentation to Board
July 30 - August 31, 2007	Board of County Commissioners Recess
September 13, 2007	Final nominees presented to the Health and Public Safety Committee Waiver to BCC meeting of September 18 requested
September 18, 2007	Final nominees presented to the Board for approval



**Proposed Advertisement
Public Health Trust
2007**

OPENINGS FOR THE BOARD OF TRUSTEES OF THE PUBLIC HEALTH TRUST

Applications are now being accepted for the Board of Trustees of the Public Health Trust of Miami-Dade County, the governing authority for Jackson Health System. Trustees serve without compensation for staggered terms of three years. There are four vacancies for the 2007 appointment process. The PHT Nominating Council will contact selected applicants for interviews. Those applicants selected for interview will be subject to a background check. The Miami-Dade Board of County Commissioners, upon recommendation of the Nominating Council, will make appointments to the Board of Trustees.

Application forms may be obtained from the Office of the County Manager, 111 NW 1st Street, Suite 2910, or online at www.miamidade.gov. All applications must be received by Kay Sullivan, Clerk of the Board, at 111 NW 1st Street, Suite 17-202, Miami Florida, 33128 no later than **June 22, 2007**. Emails or facsimiles of the application will not be accepted. For additional information, please call 305-375-2713.

To be run in the following periodicals on a weekly basis:

Miami Herald
El Nuevo Herald
Miami Times
Haiti en Marche
Diario las Americas
Daily Business Review
Periodicitos

Please contact for further information:

Irene Taylor-Wooten Assistant to the County Manager
305-375-2710

**APPLICATION FOR NOMINATION TO SERVE ON THE BOARD OF TRUSTEES OF
THE PUBLIC HEALTH TRUST OF MIAMI-DADE COUNTY**

Mission

To provide a single high standard of health care,
education and research

To improve patient and customer satisfaction,
enhance professional fulfillment and provide
public service

Chapter 25A of the Miami-Dade County Code states that "the governing body of the Trust shall consist of 17 voting members none of whom shall be employees of the Trust. The voting membership shall include 15 members of the community and 2 voting County Commissioners."

Board members, except for voting commissioners, are appointed to the Trust during the annual appointment process and shall serve a maximum of two 3-year terms. The membership of the Board of Trustees should be representative of the community at large and should reflect the racial, gender, ethnic and disabled make-up of the community. Candidates will be screened for any potential conflict of interest with the responsibilities of a Board member.

Completed applications must be mailed or hand delivered to the address below by **June 22, 2007 at 4:00 p.m.** No emails or facsimiles will be accepted. Please attach a detailed resume to:

**Clerk of the Board of County Commissioners
ATTENTION: Kay Sullivan, Clerk of the Board
111 NW 1st Street, Suite 17-202
Miami, Florida 33128
(305)375-5126**

Attention Applicants: Background checks will be performed on all applicants selected for an interview.



EXPERIENCE AND/OR QUALIFICATIONS:

Describe how your past experience and/or qualifications would benefit the Public Health Trust:

ORGANIZATIONS AND ACTIVITIES:

List community, civic, professional and other organizations of which you are a member:

Organization	Position Held
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List any Public Office held (Elected or Appointed):

Office	Date
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Affiliations with hospitals, nursing homes or other health related institutions:

Activities reflecting community interest:

Potential conflict of interest, including those arising from relationships in the healthcare industry:

Persons acquainted with candidate's activities/experience:

Name	Title	Telephone
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Please describe the goals and objectives you will seek to accomplish if you are selected as a Trustee:

I, (candidate's name) _____,
Citizen of the United States, a duly qualified elector of Miami-Dade County, and not affiliated with the Public Health Trust of Miami-Dade County or its subordinate agencies or institutions, would, if appointed, be willing and able to discharge the responsibilities and functions of Trustee. I declare that, if selected while currently serving on another official County board, I will resign from my other County responsibilities.

Date

Candidate's Signature

Nominated by (if not self):

Name

Telephone

City

State

Zip Code



2007 PHT Nominating Council Contact Information

Name:	Title/Role	Address	Telephone #	Email
Dennis C. Moss	County Commissioner - District 9 Chairperson of Nominating Council	SPCC, 111 NW 1st Street 3rd Floor Miami, Florida 33128	305-375-4832	CDCM@miamidade.gov
Katy Sorenson	County Commissioner - District 8 Nominating Council member	SPCC, 111 NW 1st Street 3rd Floor Miami, Florida 33128	305-375-5218	CKS1@miamidade.gov
Senator Javier D. Souto	County Commissioner - District 10 Nominating Council member	SPCC, 111 NW 1st Street 3rd Floor Miami, Florida 33128	305-375-4835	cjds@miamidade.gov
Ernesto de la Fe	Chairman of Public Health Trust Nominating Council Member	Morgan Stanley 200 S Biscayne Blvd 35 th Fl Miami, FL 33131	786-437-4931	Ernestodelafe@morganstanley.com
Senator Frederica S. Wilson	State Senator - District 33 Nominating Council Member	18425 NW 2 nd Avenue Suite 310 Miami, FL 33169	305-654-7150	wilson.frederica.web@flsenate.gov glickman.joan.s33@flsenate.gov
Eugene Shy, Esq.	Assistant County Attorney Legal Staff to Nominating Council	Jackson Health Systems 1611 NW 12 Avenue West Wing 117 Miami, Florida 33136	305-585-1313	eshy@um-imh.org
Mae D. Bryant, Ph.D.	Assistant County Manager CMO Staff to Nominating Council	SPCC, 111 NW 1st Street 29th Floor Miami, Florida 33128	305-375-2713	maeb@miamidade.gov
Irene Taylor-Wooten	Assistant to the County Manager CMO Staff to Nominating Council	SPCC, 111 NW 1st Street 29th Floor Miami, Florida 33128	305-375-2713	ITW9@miamidade.gov

PHT Nominating Council Contact Information

Name:	Title/Role	Address	Telephone #	Email
Marvin O'Quinn	President and CEO Jackson Health System	Jackson Health System 1611 NW 12 Avenue West Wing 117 Miami, Florida 33136	305-585-6754	moguinn@um-jmh.org
Jeanette Nunez	Vice-President Governmental Relations Jackson Health System	Jackson Health System 1611 NW 12 Avenue West Wing 117 Miami, Florida 33136	305-585-6754	jnunez2@um-jmh.org
Ivenette Cobb	Assistant to the PHT Board of Trustees	Jackson Health System 1611 NW 12 Avenue West Wing 117 Miami, Florida 33136	305-585-6750	ICobb@um-jmh.org
Maggie Perez	Local Affairs Coordinator Jackson Health System	Jackson Health System 1611 NW 12 Avenue West Wing 117 Miami, Florida 33136	305-585-6140	mperez27@um-jmh.org

PHT Nominating Council
 Sign In Sheet
 Wednesday, June 6, 2007

NAME	PHONE	EMAIL
Mae T. Boyant	305. 375. 2153	
Eugene Sky Jr.	(305) 585-1313	ESky@sm-jmh.org
Dennis C. Moss	(305) 375-4832	DISTRICT9@MIAMI.DADE.GOV
Ernesto de la Fe	(786) 552-5060	de la fe I D Yskoo.com
Maclene Avalo	(305) 375-5769	aval0@miamidade.gov
Maggie A. Perez	(305) 585-6140	mperez27@jhs.miami.org
Dawn Ricker	305-586-8560	—
Senator Frederica Wilson	305-654-7150	↓
Angela Lane	11	lane,angela.533@flsenators.gov
Diana Owens	305-375-4088	dowens@miamidade.gov