



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

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

July 17, 2009
As Advertised

Harvey Ruvlin, Clerk
Board of County Commissioners

Diane Collins, Acting Division Chief
Clerk of the Board Division

Karen Leonard, Commission Reporter
(305) 375-1296



**PUBLIC HEALTH TRUST NOMINATING COUNCIL
CLERK'S SUMMARY AND OFFICIAL MEETING MINUTES
JULY 17, 2009**

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 July 17, 2009, at 10:00 a.m. There being present Council Members: Commissioner Katy Sorenson; Commissioner Sally Heyman; Representative Julio Robaina; and Mr. Saif Ishoof. (Chairman Dennis Moss was absent.)

Staff members present were Assistant County Attorneys Eugene Shy and Laura Llorente; Ms. Christina Lares Assistant to the County Manager; Ms. Maggie A. Perez, Jackson Health System; Ms. Lorena Lasif, Office of Commissioner Joe Martinez; Mr. John Ratcliff, Public Policy Coordinator, SEIU Local 1991; Mr. Daniel Ricker, Miami Herald; and Deputy Clerk Karen Harrison.

I. Welcome

Commissioner Sally Heyman called the meeting to order at 10:49 am and welcomed those in attendance. She asked that the attendance roll be called for the record. Commissioner Heyman, Public Health Trust Chair, who by default would Chair this Public Health Trust Nominating Council (PHTNC) meeting in the absence of Commissioner Dennis Moss, relinquished the chair to Commissioner Katy Sorenson.

II. Acceptance of June 19, 2009 Meeting Minutes

It was moved by Representative Julio Robaina that the June 19, 2009 PHTNC meeting minutes be approved. This motion was seconded by Commissioner Sally Heyman and upon being put to a vote, passed unanimously by those members present.

III. Process for Selection of Nominees

In response to Commissioner Sorenson's inquiry whether all 56 applications were received by the deadline and deemed legally sufficient, Assistant County Attorney (ACA) Eugene Shy noted yes, and copies of all the information gathered regarding the 56 applicants was distributed to individual Council members.

Commissioner Sorenson noted the process in selecting nominees needed to include a way to reduce the number of applicants. She suggested the Council identify the applicants that would not be considered, and review the remaining applicants.

Discussion ensued regarding the process for deciding which applicants would not be considered.

In response to Commissioner Heyman's inquiry regarding conflicts of interest and whether there were parameters for applicants who attended the University of Miami (UM), ACA Shy noted if the conflict was not considered illegal, it would be the discretion of this Council to decide whether such individual(s) should be a member of the Public Health Trust (PHT). He stated pursuant to the Code 25A, UM had a designated seat on the PHT.

Discussion ensued among Council members regarding the list of applicants and the Council's decision to keep all the incumbents on the nomination list.

Following the discussion regarding another possible conflict of interest, ACA Shy noted the Commission of Ethics would be concerned with conflicts of interest regarding monetary issues; however, the approved procedures and policies for this Council by the County Commissioners gave indication to consider a broader concept of conflict of interest. He noted there was no policy providing that an applicant from UM could not be a part of the PHT. He continued that the question was, would this Council want more than one representative/employee from UM.

Representative Robaina expressed concern that UM already had a seat on the PHT and the Council needed to be consistent when establishing parameters on conflicts of interest.

Commissioner Sorenson recommended that future applications contain a standard requirement regarding conflict of interest clause relating to healthcare.

In response to Commissioner Sorenson's inquiry as to whether changing the conflict of interest clause required a change in policy and approval by the Board County Commissioners (BCC), ACA Shy noted the process he was referring to was approved by the BCC, but the Council could propose an amended resolution to the prior procedures that were approved by the BCC.

In response to Commissioner Heyman's inquiry regarding the occupations of current PHT members, having noticed several applications by attorneys, ACA Shy noted that he did not have the list of the PHT members' occupations, but could give an overview of the four (4) incumbents, which resulted in one lawyer who was no longer practicing.

Commissioner Sorenson noted the Council wanted to create a diverse array of the occupations of people, as well as ensure reputable individuals would be members of the PHT.

ACA Shy continued to give a census of lawyers who currently served on the PHT, totaling four (4), among the 13 PHT members.

Mr. Saif Ishoof concurred with Commissioner Heyman regarding the need to look at other professionals, besides lawyers.

Commissioner Sorenson pointed out that other criteria should be looked at, in terms of diversity.

Following the procedure that reduced the list of applicants to 36, Mr. Ishoof suggested the Council members proceed by using a scoring process. With only (2) women serving on PHT, he noted he felt this wasn't a comfortable balance.

Mr. Robaina expressed concern that Council members needed to be consistent in this process of deciding which applicants would be considered.

Mr. Ishoof noted UM had a statutory position on the PHT, which was an ex-officio staffing, and in terms of planning, he pointed out the value of having a senior member from UM on the PHT.

He also noted Florida International University (FIU) was a partner with PHT, and would become a residency partner for the North Campus; however, UM was PHT's major medical partner, so the disposition of relationships was different in comparison to other colleges.

Discussion ensued regarding how the Council members would consider age diversity among the PHT members and the number of members who were retirees.

In response to Mr. Robaina's inquiry regarding whether there were any parameters on the required age to serve on the PHT, ACA Shy noted individuals had to be of voting age..

Commissioner Heyman said she initially asked for a profile of the PHT members to know their ethnic background, age, gender, and occupation in order to complement the current PHT.

Mr. Robaina pointed out that members who were older had more experience and the Council members wanted experienced people serving on the PHT.

Discussion ensued regarding the decision to not put parameters on the age requirement for members of the PHT, as council members continued to score the list of applicants.

It was moved by Mr. Robaina that the applicants who were scored with a grade C across the board by the PHTNC members be removed from the list. This motion was seconded by Commissioner Heyman, and upon being put to a vote, passed unanimously by those members present.

Commissioner Sorenson noted after the process of elimination, there were 19 applicants remaining on the list.

Discussion ensued regarding the interviewing process and the Council's decision to not interview the incumbents.

Following the discussion regarding the remaining number of applicants, it was moved by Mr. Robaina that the remaining 15 applicants be interviewed. He pointed out the fact that when applicants were interviewed, another perspective was given and he wanted to ensure the applicants were given the same opportunity as last year to have interviews.

Discussion ensued regarding the process of reducing the number of applicants to interview.

It was moved by Commissioner Heyman that according to the scoring process the remaining 13 applicants be interviewed.

Mr. Robaina noted he would support Commissioner Heyman's motion as long as the Council members had an opportunity to look at the other applicants who were not being interviewed.

Commissioner Sorenson concurred with Mr. Robaina and noted that as long as the Council had not finalized the interviewing process, they could revisit the pool of applicants to reconsider and rejection letters would not be sent until the entire process was complete.

Assistant County Attorney Shy noted, for the record, that the motion would be to interview the following applicants: Ms. Gladys L. Ayala (1); Mr. Donald James Butler (4); Mr. Gerard Fernandez (11); Mr. Jack Grossman (16); Mr. Russell Hiner (18); Mr. Randy Charles Homyk (20); Ms. Anita Kaplan (22); Mr. Mojdeh L. Khaghan Danial (24); Ms. Vicki Lopez Lukis (28); Ms. Natasha Kay Nalls (32); Mr. Anthony Perea (34); Mr. Gilbert Lancelot Raiford (37); Ms. Judy Rosenbaum (41); Ms. Maria Luisa Ruiz (42); Ms. Holly E. Wiedman (53).

In response to Commissioner Heyman's question regarding the timeframe for this Council to convene, Ms. Christina Lares noted the PHTNC timeline was currently scheduled to convene on August 18, 2009, and she suggested that the Council add another date to meet.

Discussion ensued among the Council members regarding a date for them to convene.

Mr. Robaina asked if the Council could convene for a full day on August 17th and a half day on August 18, 2009 beginning after 11:00 a.m.

It was moved by Mr. Robaina that the foregoing 15 applicants be interviewed. This motion was seconded by Commissioner Heyman, and upon being put to a vote, passed unanimously by those members present.

Commissioner Heyman requested that the PHTNC meeting on August 17, 2009 start at 9:30 a.m., rather than 8:00 a.m.

Commissioner Sorenson noted once the time was cleared by Chairman Moss, the PHTNC would meet on Monday, August 17, 2009 at 9:30 a.m. and would continue on August 18, 2009 at noon to review their findings and continue interviewing. She also noted the Council members would bring their lunches.

In response to Mr. Robaina's inquiry regarding whether there was a designated seat for a Union member on the PHT, ACA Shy noted it would be at the discretion of the sponsoring Commissioner; however, it was considered to make a Union designee an ex-officio membership. He noted pursuant to code 25A no Trust employee could be a Trustee member, but an ex-officio would be considered an amendment to code 25A.

Adjournment

There being no further business the PHTNC meeting was adjourned at 12:23 p.m.



Commissioner Katy Sorenson, Acting Chairperson
Public Health Trust Nominating Council



PUBLIC HEALTH TRUST NOMINATING COUNCIL

AGENDA

July 17, 2009

10:00 a.m.

Stephen P. Clark Center
2nd Floor Conference Room

Heyman PHT declined

Welcome	Commissioner Dennis C. Moss Chair, PHT Nominating Council
Acceptance of June 19, 2009 Meeting Minutes	Commissioner Dennis C. Moss Chair, PHT Nominating Council
Process for Selection of Nominees	Commissioner Dennis C. Moss Chair, PHT Nominating Council
Review of Summarized Application Matrix 36 Previously received (distributed for 6/19 meeting) <u>20</u> New applications received 56 Total applications received	Commissioner Dennis C. Moss Chair, PHT Nominating Council
Selection of Finalists for Interview	Commissioner Dennis C. Moss Chair, PHT Nominating Council
Adjournment	Commissioner Dennis C. Moss Chair, PHT Nominating Council

Attachments:

- PHT Summary Matrix
- PHT Applications Received (20 new)
- REVISED – 2009 PHT Nominating Council Timeline
- June 19th meeting minutes will be provided upon completion by the Clerk's Office

In our effort to save paper, we'd appreciate it if you could bring this package as well as the applications previously distributed for the June 19th meeting

2009 Public Health Trust Nominating Council Timeline

May 20, 2009	Nominating Council convenes Approve advertisement, timeline, application
May 27- June 3, 2009	Advertisement runs in The Miami Herald, El Nuevo Herald, Miami Times, Miami Today, Haite en Marche, Diario de las Americas, Miami Daily Business Review, various periodicals and the County's website
June 3, 2009	Application submission deadline to the Clerk's Office
June 10, 2009	Send Applications and Email summary matrix to Council members
June 19, 2009 2pm	Nominating Council convenes New vacancy presented Timeline Revised Re - Advertise
June 26-July 2, 2009	Advertisement runs in The Miami Herald, El Nuevo Herald, Miami Times, Miami Today, Haite en Marche, Diario de las Americas, Miami Daily Business Review, various periodicals and the County's website
July 2, 2009	Application submission deadline to the Clerk's Office
July 13, 2009	Send Applications and Email summary matrix to Council members
July 17, 2009 (10:00 am-11:30 am)	Nominating Council convenes Review summarized application matrix Select finalists for interview Notify Finalists Request background screening for finalists
August 18, 2009 (Time Pending)	Nominating Council convenes Interview Finalists Select slate of nominees for presentation to Board
July 27 - August 21, 2009	Board of County Commissioners Recess
September 10, 2009	Final nominees presented to the Health, Public Safety and Intergovernmental Committee ***Request Wavier to BCC
September 15, 2009	Final nominees presented to the Board for approval

