



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

**Jackson Memorial Hospital**  
Ira C. Clark Diagnostic Treatment Center  
West Wing Board Room  
1611 N.W. 12<sup>th</sup> Avenue  
Miami, Florida 33136

June 4, 2014  
As Advertised

Harvey Ruvin, Clerk  
Board of County Commissioners

Christopher Agrippa, Director  
Clerk of the Board Division

Karen Harrison, Commission Reporter  
(305) 375-1296



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

June 4, 2014

The Public Health Trust Nominating Council (PHTNC) convened a meeting on June 4, 2014, at 2:30 p.m., in the West Wing Board Room at Jackson Memorial Hospital, 1611 N.W. 12 Avenue, Miami, Florida. The following Nominating Council members were present: Chairman Darryl Sharpton, Mr. Mario Artecona, Ms. Mojdeh Khaghan, and Mr. Eduardo Gonzalez; (Miami-Dade County Commissioner Audrey Edmonson arrived late; and Mr. Joe Arriola, Representative Michael Bileca, Mr. Andy Madtes, and Mr. Marcos Lapciuc were absent).

The following staff members were also present: Assistant County Attorneys Eugene Shy and Laura Llorente; Assistant to Deputy Mayor Alina Hudak, Christina Crespi; Marilyn Moss, Special Assistant to Chairman Sharpton; Ms. Esther Abolila; and Deputy Clerk Karen Harrison.

**I. Welcome and Introductions**

Chairman Sharpton called the PHTNC meeting to order at 2:42 p.m. He noted that the purpose for today's (6/4) meeting was to approve the 2014 application for Jackson Health System (JHS) General Obligation Bond (GOB) Citizen's Advisory Committee; however, he understood that the timeline had already been approved.

**II. Discussion regarding JHS GOB Citizen's Advisory Committee**

At the request of Chairman Sharpton, Assistant County Attorney Shy provided a brief overview of the Council member's responsibility, noting that similar to the last nominating council process for this Council, the recommended nominees for the JHS GOB Citizen's Advisory Committee would be forwarded to the Board of County Commissioners. He referred to a memorandum that was sent to the Council members, which indicated that the task of the PHTNC was to make a recommendation for the five professional categories of members. Mr. Shy advised that those categories included an engineer, Florida certified public accountant, real estate developer, emergency medical services, and a professional architect for this Advisory Committee. He further advised that pursuant to the Miami-Dade County Code Chapter 25A, the Council members were obligated to submit one name per category as a minimum and a maximum of three names per category at the discretion of this Council.

Chairman Sharpton asked the Council members to review the copy of the 2014 JHS GOB application and the timeline that was included in today's (6/4) Agenda package. He commended the work of Ms. Christina Crespi pertaining to the PHTNC.

Chairman Sharpton explained that the application would be available online to candidates, who were interested. He pointed out that the significant difference from the previous application was the request for the applicant to clarify their expertise. Chairman Sharpton said this request was included because of the five different professional categories to be recommended as mentioned by the County Attorney. He noted the need to ensure these individuals had professional qualifications that would be effective and successfully fulfill the backgrounds mandated in the County ordinance.

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

June 4, 2014

Responding to Ms. Mojdeh Khaghan's inquiry as to whether the background checks determined the quality of the candidate's degree, Assistant County Attorney Shy noted background checks were not conducted to that extent.

In response to Ms. Khaghan's comments regarding additional efforts on how to prevent past issues, Chairman Sharpton noted this question could be best answered by the Council members present to determine what was needed as an institution.

Chairman Sharpton commented on his conversation with Mr. Carlos Migoya, Chief Executive Officer (CEO) of Jackson Health System (JHS) in terms of structure, which he oversees and the involvement of the PHT Board of Trustees. He also commented on the strategy for growth, and that the chairman was excited about this capital program as well as the chair of the facility and his role in the process.

Chairman Sharpton pointed out that having a program manager and owner's revenue who would report to the Council through a committee structure would help to ensure that there would not be repeated issues.

Discussion ensued among the Council members regarding the advertisement of these positions and whether attorneys would be considered, but the decision would be at the discretion of the County Commission.

**III. Explanation of Nominating Process**

Assistant County Attorney Shy advised that the Miami-Dade Legislative Delegation has the authority to appoint a Florida Admitted Bar Attorney, and the County Commission would basically ratify that appointment.

Ms. Esther Abolila pointed out that there would be some professions that would overlap, such as an attorney who would have a medical services background that this Council would be choosing from, so those attorneys could apply, but would have to commit to the applied slot.

Chairman Sharpton asked the Council members for suggestions regarding the application or the timeline, which had technically already been approved.

Commissioner Edmonson arrived at 2:54 p.m.

**IV. Review and Approve Proposed Timeline, Advertisement and Application**

Chairman Sharpton said he had hoped that after going through today's process this Council would be prepared to recommend one name for each category or a maximum of two names, rather than three names for each category.

In response to Commissioner Edmonson's inquiry regarding the requirements, Assistant County Attorney Shy advised that three recommended names was the maximum number required, but it was at the discretion of the PHTNC.

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

June 4, 2014

Mr. Mario Artecona requested clarification on page four of the application regarding whether the applicant could check more than one profession.

Discussion ensued among the Council members regarding the need to change the language on the application to clarify that the applicant was not limited to checking one profession.

Assistant County Attorney Shy advised that there was a scrivener's error on page four in the last paragraph of this application that would be included in the motion for approval.

It was moved by Commissioner Edmonson that the Council adopt the 2014 Application Nomination for Jackson Health System GOB Citizen's Advisory Committee as amended to include the following language on page four to read as follows: "any or all that applies" in terms of the number of professions and the scriveners' errors. This motion was seconded by Ms. Khaghan, and upon being put to a vote, the vote passed 5-0 (Mr. Joe Arriola, Representative Michael Bileca, Mr. Andy Madtes, and Mr. Marcos Lapciuc were absent).

Assistant County Attorney Shy advised that the timeline needed to be addressed because the previous one had alternate days, and the timeline presented at today's (6/4) meeting should be approved.

It was moved by Ms. Khaghan that the amended timeline presented be approved. This motion was seconded by Commissioner Edmonson, and passed unanimously by those members present.

Assistant County Attorney Shy advised that the advertisement also needed approval by the Council.

It was moved by Commissioner Edmonson that the proposed advertisement of the 2014 Application Nomination for JHS GOB Citizen's Advisory Committee be approved. This motion was seconded by Ms. Khaghan, and upon being put to a vote, the vote passed 5-0 (Mr. Joe Arriola, Representative Michael Bileca, Mr. Andy Madtes, and Mr. Marcos Lapciuc were absent).

In response to Chairman Sharpton's inquiry regarding the approval of the minutes that was initially listed on the preliminary agenda, Ms. Christina Crespi noted that she removed the item because the May 19, 2014 PHT Nominating Council Minutes were not completed.

Following a discussion, Chairman Sharpton requested that the May 19, 2014 PHT Nominating Council Minutes be prepared before the next scheduled meeting, which was scheduled for July 16, 2014.

Ms. Crespi said the Clerk's Office would make an effort to provide the May 19, 2014 PHTNC minutes before the next scheduled meeting.

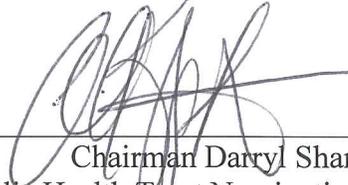
CLERK'S SUMMARY OF MEETING AND OFFICIAL MINUTES  
PUBLIC HEALTH TRUST NOMINATING COUNCIL

June 4, 2014

Chairman Sharpton suggested that the Council members use the same ranking process as during the May 19, 2014, PHTNC meeting for the next interviewing process to maintain consistency. Therefore, when the Council members convene for that meeting if the matrix has been prepared, the votes could be tabulated and ranked from the lowest to the highest.

Responding to Ms. Khaghan's inquiry regarding whether each Council member would recommend a candidate for each of the five categories on the JHS GOB Citizens' Advisory Committee, Chairman Sharpton clarified that the maximum required recommendations was three and he hoped to stay with a maximum of two recommendations per slot.

Hearing no further business, the PHTNC meeting adjourned at 3:05 p.m.



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Chairman Darryl Sharpton  
Public Health Trust Nominating Council



**Public Health Trust Nominating Council**  
**June 04, 2014**

Prepared by: Jill Thornton

**EXHIBITS LIST**

<b>NO.</b>	<b>DATE</b>	<b>ITEM #</b>	<b>DESCRIPTION</b>
1	06/04/2014		Roll Call Sheet for June 04, 2014 Public Health Trust Nominating Council (PHTNC) Meeting
2	06/04/2014		Agenda for the June 04, 2014 PHTNC meeting
3	06/04/2014		Memorandum from ACA Eugene Shy re: Ordinance creating the Jackson Health System-General Obligation Bond (JHS-GOB) Citizen's Advisory Committee
4	06/04/2014		(Sample) 2014 Application for Nomination to serve on the Jackson Health System-General Obligation Bond (JHS-GOB) Citizen's Advisory Committee
5	06/04/2014		Questionnaire for (interviewing) Candidates for nomination to serve on the Public Health Trust Board of Trustees
6	06/04/2014		2014 PHTNC Timeline for GOB PHT Advisory Committee
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**PUBLIC HEALTH TRUST NOMINATING COUNCIL**

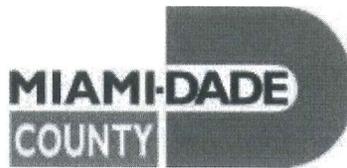
Roll Call Sheet for 6/4/14

MEMBER	PRESENT	LATE	ABSENT
Arriola, Joe <i>Public Health Trust Financial Recovery Board</i>			
Artecona, Mario J. <i>Miami-County Mayor or his/her Designee</i>	✓		
Bileca, Michael <i>Public Health Trust Financial Recovery Board</i>			
Cmr. Audrey Edmonson <i>Miami-Dade County Commission Chair or a Commissioner designated by the Chair</i>		✓	X
Khaghan, Mojdeh <i>Public Health Trust Financial Recovery Board</i>	✓		
Lapciuc, Marcos <i>Public Health Trust Financial Recovery Board</i>			
Madtes, Andy <i>South Florida AFL-CIO President or Designee</i>			
Gonzalez, Eduardo (Eddy) <sup>DK</sup> <i>Miami-Dade Legislative Delegation Chairperson or his/her Designee</i>	✓		
<b>Chair Sharpton, Darryl K.</b> <i>Public Health Trust Financial Recovery Board</i>	✓		
<b>Staff:</b>			
<i>Laura Lorenze</i>			
Assistant County Attorney Eugene Shy	✓		
Assistant County Attorney Chris Kokoruda			
Assistant County Attorney			

**NOTE: Five (5) members constitute a quorum**

*Estee Abolika*

**EXHIBIT**  
*6-04-2014*  
*ATTN*



# **PUBLIC HEALTH TRUST NOMINATING COUNCIL**

## **AGENDA**

**June 4, 2014**

**2:30- 3:30 p.m.**

**Jackson Memorial Hospital  
West Wing Board Room**

**Welcome and Introductions**

**Chairman Darryl K. Sharpton  
PHT Nominating Council**

**Discussion regarding JHS GOB  
Citizens' Advisory Committee**

**Chairman Darryl K. Sharpton  
PHT Nominating Council**

**Explanation of Nominating Process**

**Eugene Shy Jr.  
County Attorney**

**Review and Approve Proposed Timeline,  
Advertisement and Application**

**Chairman Darryl K. Sharpton  
PHT Nominating Council**

**Adjournment**

**Chairman Darryl K. Sharpton  
PHT Nominating Council**

**Attachments:**

CAO Summary of Jackson Health System General Obligation Bond Citizens' Advisory Committee

Proposed Timeline

Commission Calendar and Deadlines

Proposed Advertisement

Proposed Application

Jackson Health System General Obligation Bond Citizens' Advisory Committee – Agenda Item

**EXHIBIT**  
6-04-2014  
PHTNOC



## MEMORANDUM

TO: Chairman and Members,  
Public Health Trust  
Nominating Council

DATE: June 2, 2014

FROM: Eugene Shy, Jr.  
Assistant County Attorney

SUBJECT: Ordinance Creating  
Advisory Committee

As a reference for the Nominating Council, I have set forth below some of the highlights from the Ordinance creating the Jackson GOB Advisory Committee.

**ORDINANCE CREATING JACKSON HEALTH SYSTEM GENERAL OBLIGATION BOND  
CITIZENS' ADVISORY COMMITTEE**

1. Prime Sponsor of the Ordinance is Commissioner Audrey M. Edmondson. The Ordinance was adopted on May 6, 2014 on Second Reading.
2. **Advisory Committee.** The name of the Advisory Committee is the "**Jackson Health System General Obligation Bond Citizens' Advisory Committee**"
3. **Powers of the Advisory Committee.** The Ordinance provides that the Advisory Committee shall have the power to:
  - (a) Review and monitor the Bond Program performance;
  - (b) Periodically advise the Commission, the PHT and the Mayor and assist in informing the community concerning accomplishments of the Bond Program;
  - (c) Review recommendations of the PHT on use of the Bond Program funds;
  - (d) Participate, along with PHT staff, in citizen outreach efforts;
  - (e) Assist in the preparation of quarterly reports to the Commission and Mayor describing the progress of the Bond Program and other advice, by written resolution or oral presentation, as may be requested by the Commission, the PHT or the Mayor;
  - (f) Appoint an Advisory Committee member to participate in monthly meetings of the PHT committee with jurisdiction—Purchasing and Facilities Subcommittee;

Office of County Attorney, Miami-Dade County, Florida

EXHIBIT  
6-04-2014  
PHTNC

(g) Promulgate rules consistent with the Ordinance for the conduct of its meetings and the discharge of its responsibilities. Note: the Advisory Committee cannot create any subcommittees to address its work.

4. **Membership.** Membership of the Advisory Committee consists of nine (9) voting members and two (2) non-voting, ex officio members.

Five (5) voting members having the following professions or professional experience shall be appointed by the Commission:

- (1) Professional Engineer
- (2) Florida CPA
- (3) Real Estate development
- (4) Emergency medical services
- (5) Professional Architect

With respect to the Advisory Committee, the task of the Nominating Council is to submit to the Commission a list of nominees for (1) through (5) above. The list must include at least one (1) name for each category, plus in the Nominating Council's discretion, up to two (2) additional names per category.

The remaining four (4) voting members of the Advisory Committee having the following professional experience shall be appointed as follows:

- (6) Finance field—by President of the Miami-Dade County League of Cities
- (7) Managerial experience—by the Mayor
- (8) Florida Bar admitted attorney—Chairperson of the Miami-Dade Legislative Delegation
- (9) Medical or health care field—by Jackson unions

5. **Level of Professional Experience.** Each voting member of the Advisory Committee must have an outstanding reputation for professional ability with substantial professional accomplishment and shall hold a senior or prominent position in his/her field.

6. **Ex Officio Members.** The two (2) non-voting, ex officio members are:

- (1) a Commissioner appointed by the Chairperson of the Commission.
- (2) a Trustee appointed by the Chairperson of the PHT.

7. **Term.** Three (3) of the Commission appointments shall have an initial term of three (3) years and two (2) of the Commission appointments shall have an initial term of one (1) year. The other four (4) Members shall have initial terms of two (2) years.

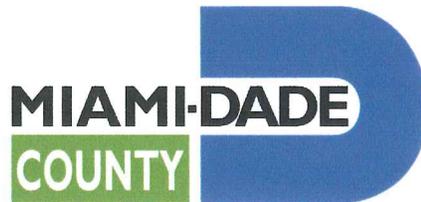
The County Attorney's Office is available to answer any questions you may have concerning the Ordinance creating the Advisory Committee and the tasks of the Nominating Council.

**2014 APPLICATION FOR NOMINATION TO SERVE ON THE JACKSON HEALTH  
SYSTEM GENERAL OBLIGATION BOND CITIZENS' ADVISORY COMMITTEE OF  
MIAMI-DADE COUNTY**

Completed applications and resumes can be mailed or hand delivered to the address below by \_\_\_\_\_, **2014 at 4:00 p.m.** Emails or facsimiles of the application and resume will be accepted and can be sent to [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov) or faxed to 305-375-2484. It is the responsibility of the applicant to ensure electronic receipt of the application and resume by calling the Clerk of the Board at 305-375-1652.

**Clerk of the Board of County Commissioners  
ATTENTION: Christopher Agrippa, Director, Clerk of the Board  
111 NW 1<sup>st</sup> Street, Suite 17-202  
Miami, Florida 33128  
(305)375-1652**

**ATTENTION APPLICANTS: BACKGROUND CHECKS WILL BE PERFORMED ON  
ALL APPLICANTS SELECTED FOR AN INTERVIEW. IF SELECTED, ADVISORY  
COMMITTEE MEMBERS WILL BE REQUIRED TO SUBMIT FINANCIAL  
DISCLOSURE FORMS.**



**Candidate for Nomination to Serve on the Jackson Health System General  
Obligation Bond Citizens' Advisory Committee of Miami-Dade County**

EXHIBIT  
6-04-2014  
PHH/OC

**EACH MEMBER OF THE ADVISORY COMMITTEE SHALL (I) BE A UNITED STATES CITIZEN, A PERMANENT RESIDENT AND DULY QUALIFIED ELECTOR OF MIAMI-DADE COUNTY, (II) HAVE AN OUTSTANDING REPUTATION FOR CIVIC PRIDE, INTEGRITY, RESPONSIBILITY AND COMMUNITY SERVICE, (III) COMPLY WITH THE REQUIREMENTS OF CHAPTER 2-11-38 OF THE CODE OF MIAMI-DADE COUNTY; AND (IV) HAVE NO FINANCIAL INTEREST, DIRECT OR INDIRECT, IN ANY OF THE CAPITAL PROJECTS THAT ARE TO BE FUNDED BY THE BOND PROGRAM AS DETERMINED BY THE MIAMI-DADE COUNTY COMMISSION ON ETHICS AND PUBLIC TRUST (THE "COMMISSION ON ETHICS").**

**THE FOLLOWING PERSONS SHALL NOT SERVE AS MEMBERS OF THE ADVISORY COMMITTEE: EXCEPT AS PERMITTED BY SECTION 2-2131(A)(5), ELECTED OFFICIALS, OR PERSONS WHOSE LIVELIHOOD OR THEIR IMMEDIATE FAMILY MEMBER'S LIVELIHOOD DEPENDS ON THE AREA ADMINISTERED OR DEALT WITH BY THE ADVISORY COMMITTEE AS DETERMINED BY THE COMMISSION ON ETHICS. IMMEDIATE FAMILY MEANS AND SHALL HAVE THE DEFINITION SET FORTH IN THE MIAMI-DADE COUNTY CONFLICT OF INTEREST AND CODE OF ETHICS ORDINANCE, SECTION 2-11.1 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA. BEFORE TAKING ANY OFFICIAL ACTION, EACH VOTING MEMBER SHALL TAKE THE PRESCRIBED OATH OF OFFICE.**

**Biographical Profile**

Name: \_\_\_\_\_  
Last First Middle

Employer: \_\_\_\_\_

Title/Occupation: \_\_\_\_\_

Business Type: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Length of Residence in Miami-Dade County: \_\_\_\_\_

**PLEASE CHECK APPROPRIATE INFORMATION LISTED BELOW (Optional)**

- |                                 |  |  |
|---------------------------------|--|--|
| <input type="checkbox"/> Male   | <input type="checkbox"/> White Non-Hispanic        | <input type="checkbox"/> American Indian or Alaskan Native |
| <input type="checkbox"/> Female | <input type="checkbox"/> Black Non-Hispanic        | <input type="checkbox"/> Haitian American                  |
|                                 | <input type="checkbox"/> Hispanic                  |  |
|                                 | <input type="checkbox"/> Asian or Pacific Islander |  |

**EDUCATION:**

School/City/Major/Degree:

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**Previous Employment and Professional Background:**

Business Name	Position	Years



**EXPERIENCE AND/OR QUALIFICATIONS:**

Describe how your past experience and/or qualifications would benefit the JHS GOB CITIZENS' ADVISORY COMMITTEE:

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**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:**

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**Activities reflecting community interest:**

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**QUESTIONNAIRE FOR CANDIDATES FOR NOMINATION TO SERVE ON THE  
PUBLIC HEALTH TRUST BOARD OF TRUSTEES**

COUNCIL MEMBER/NUMBER \_\_\_\_\_

CANDIDATE'S NAME \_\_\_\_\_

1. What is motivating you to serve on PHT board?

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Comments: \_\_\_\_\_  
\_\_\_\_\_

1    2    3    4    5  
Poor    Fair    Good

Score: \_\_\_\_\_

2. What do you see as the unique governance issues in the Healthcare Industry?

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Comments: \_\_\_\_\_  
\_\_\_\_\_

1    2    3    4    5  
Poor    Fair    Good

Score: \_\_\_\_\_

3. What has been your most transformative experience?

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Comments: \_\_\_\_\_  
\_\_\_\_\_

1    2    3    4    5  
Poor    Fair    Good

Score: \_\_\_\_\_

EXHIBIT  
6-14-2014  
PHTTC



11. With one or two meetings a month, all hospital boards are limited in what they can do. How does/should our board decide what's most important?

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Comments:

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1    2    3    4    5  
Poor    Fair    Good

Score: \_\_\_\_\_

12. What should we be doing to improve our community standing?

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Comments:

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1    2    3    4    5  
Poor    Fair    Good

Score: \_\_\_\_\_

**Total Score:** \_\_\_\_\_

## 2014 Public Health Trust Nominating Council Timeline for GOB PHT Advisory Committee

<p><b>June 4<sup>th</sup> at 2:30pm</b></p>	<p><b>Nominating Council convenes</b> Review process Approve advertisement, timeline, and application Set next meeting dates</p>
<p><b>June 11-June 25</b> *Two weeks</p>	<p>Advertisement runs in The Miami Herald, El Nuevo Herald, Miami Times, Haite en Marche, Diario de las Americas, Miami Daily Business Review, community periodicals and the County's website</p>
<p><b>June 26, 2014</b></p>	<p><b>Application submission deadline to the Clerk's Office (by 4pm)</b></p>
<p><b>July 10, 2014</b></p>	<p>Send Applications and E-mail summarized application matrix to Council members</p>
<p><b>July 16<sup>th</sup> at 2:30pm</b></p>	<p><b>Nominating Council convenes</b> Review summarized application matrix Select finalists for interview Review Questionnaire in prep for interviews Select dates for interviews</p> <p>Staff will notify finalists (via phone call and written letters from Chairman) Staff will request background screening for finalists from HR <i>*Process takes two weeks</i></p>
<p><b>July 30<sup>th</sup> at 10:00am-2:30pm</b></p>	<p><b>Nominating Council convenes</b> Interview Finalists: Select slate of nominees for presentation to BCC Begin Draft Agenda Item</p>
<p><b>August 25, 2014</b> *Deadline is Aug 1<sup>st</sup>, latest possible by Aug 8<sup>th</sup> <b><u>Will request waiver to next BCC or could bypass Committee altogether given tight timeframe</u></b></p>	<p><b>Final nominees presented to the Health and Social Services Committee</b></p>
<p><b>Sept 3, 2014</b> *Deadline is Aug 11<sup>th</sup>, latest possible by Aug 15<sup>th</sup> *Prints Aug 26<sup>th</sup></p>	<p><b>Final nominees presented to the BCC for approval</b></p>

EXHIBIT  
6-04-2014  
PHT/NC