



MEETING AGENDA
September 27, 2022
4 p.m.

1. **Call to Order** and accept proof of publication of notice of meeting.
2. **Approve Minutes** of the meeting held on August 23, 2022.
3. **Open Forum/Public Comment:** The Health Facilities Authority allows any person to speak regarding agenda items other than ministerial or information only matters. Speakers must complete the speaking request form prior to the start of the meeting. Each speaker or group representative is limited to three (3) minutes of speaking time. Speakers shall refrain from abusive or profane remarks, disruptive outbursts, protests, or other conduct which interferes with the orderly conduct of the meeting.
4. **Financial Matters:**
 - a. Auditor Selection Process: Receive ranking of firms which responded to audit; authorize Audit Selection Committee Chairman to negotiate with top ranked firm on terms and conditions of engagement; and if successful to enter into engagement agreement with the firm on behalf of the Authority.
5. **Operations:**
 - a. Election of Officers for fiscal year 2023; adopt Resolution 2021-03 designating the officers elected
 - b. Accept recommendations for candidates as potential Authority Board member to fulfill unexpired term of Member Kohler upon his election to Escambia Board of County Commissioners

Routine Authority Business:

- a. Report from attendees on NAHEFFA Fall conference in Bozeman, MT.

Next Scheduled Meeting of the Authority: November 15, 2022

**ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY
MEETING MINUTES
August 23, 2022**

Members in Attendance: **Jim Hall**
 Eugene Franklin
 Keith Bullock
 Susan Ashby

Member Absent **Michael Kohler**

Others Present : **Virginia Yeagle, Administrator, CPA**
 Michael Stebbins, General Counsel

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1. **Call to Order** and accept proof of publication of notice of meeting.
Chairman Hall called the meeting to order at 4:03pm. The Board members in attendance were Mr. Gene Franklin, Ms. Susan Ashby and Mr. Keith Bullock. Also in attendance was Virginia Yeagle, Administrator, and Mr. Michael Stebbins, General Counsel (arrived late).

Member Mr. Kohler was absent due to the primary elections.

Notice of the meeting was published in the BCC weekly meeting notice in the Escambia Sun Press, on the Authority's website, and a meeting notice was posted on the front door at the Authority's office.

Welcome returning Board Members Gene Franklin who has been reappointed for a new term effective August 22, 2022 through August 21, 2026
 2. **Approve Minutes** of the meeting held on June 28, 2022.
Motion was made by Mr. Franklin and seconded by Mr. Bullock to approve the minutes as presented. Motion passed unanimously.
 3. **Open Forum/Public Comment:** None
 4. **Financial Matters:**
 - a. **Adopt Budget for FY 2023; adopt Resolution 2022-02 approving the FY 2023 budget matters**

Ms. Yeagle presented the budget for FY 2023. Ms. Yeagle stated that projected revenue reflect anticipated bonds fees for the 2010 Baptist Bonds and the outstanding Azalea Trace bonds. Investment revenues reflect rising rates on Treasury bonds. Anticipated increase in expenses include a schedule rent increase, increase in utility costs and an increase in the travel budget due to rising travel costs. After discussion, motion was made by Mr. Bullock, second by MS. Ashby to approve the resolution. Motion passed unanimously.

Not Final until Approved

5. Operations:

a. REAP Grant Application for Cox Building Renovations

Ms. Yeagle reported that she had not received any updated grant information and has not had any additional correspondence from REAP since her email last month asking for an updated grant application and status of the project.

Routine Authority Business:

a. NAHEFFA Fall Conference – Bozeman Montana Sept 13-16, 2022.

Ms. Yeagle stated that the conference registration is open. The conference hotel has filled up but rooms are available at suggested hotels nearby. Attending the conference for the Authority will be Mr. Hall, Mr. Kohler, Ms. Yeagle and Mr. Stebbins.

b. Audit Selection Committee

Ms. Yeagle announced that the committee has met and issued the Request for Proposal for Audit Services. Proposals are due by September 6, 2022. The committee will make a recommendation for audit services at the September 27, 2022 Authority meeting.

Meeting adjourned at 4:25pm

Next Scheduled Meeting of the Authority: September 27, 2022 at 4pm.

RESOLUTION 2022-04

ELECTION OF OFFICERS

BE IT RESOLVED BY THE ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY:

Section 1. It is the practice of the Authority to elect officers annually, and the terms of those currently holding office will expire on September 30, 2022 or when their successors have been elected, qualified and take office.

Section 2. In public meeting on this 27th day of September, 2022 the Authority officially takes action to designate and elect the following members to hold the offices of Chairman, Vice Chairman, Secretary, and Assistant Secretary for the term designated herein:

Chairman	JK Bullock
Vice Chairman	Susan Ashby
Secretary	Eugene Franklin
Assistant Secretary	Arthur J, Hall, Jr.

Section 3. The above designated officers shall each hold their respective offices for a period of one year commencing October 1, 2022 and terminating on September 30, 2023, or until their successors are elected and have qualified. The officers shall perform the duties and responsibilities of their respective offices as set forth in the Authority's bylaws, or as may be established from time to time as a policy or procedure of the Authority.

Section 4. This resolution shall take effect upon its adoption.

DULY ADOPTED this 27th day of September, 2022.

ESCAMBIA COUNTY HEALTH FACILITIES
AUTHORITY

[SEAL]

By: _____
Chairman

ATTEST:

Secretary