



MEETING AGENDA

January 24, 2023

4 p.m.

1. **Call to Order** and accept proof of publication of notice of meeting.
2. **Approve Minutes** of the meeting held on November 15 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. Report on Operations for the period October 1 to December 31, 2022.
 - b. Grant Inquiries
5. **Operations:**
 - a. Update on Audit for FY 2022
 - b. Strategic planning

Routine Authority Business:

- a. Update on NAHEFFA Spring Conference – April 16-18,2023, Washington DC, Mayflower Hotel

Next Scheduled Meeting of the Authority: March 28, 2023

**ESCAMBIA COUNTY HEALTH FACILITIES AUTHORITY
MEETING MINUTES
November 15, 2022**

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

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 Bullock called the meeting to order at 4:00pm. The Board members in attendance were Mr. Gene Franklin, Mr. Mike Kohler, Ms. Susan Ashby and Mr. Jim Hall. Also in attendance was Virginia Yeagle, Administrator, and Mr. Michael Stebbins, General Counsel.

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.

2. **Approve Minutes** of the meeting held on September 27, 2022. Motion was made by Ms. Ashby and seconded by Mr. Franklin to approve the minutes as presented. Motion passed unanimously.
3. **Open Forum/Public Comment:** None
4. **Financial Matters:**
- a. **Report on Operations for the period July 1 to September 30, 2022**
Ms. Yeagle presented the Report on Operations for the fourth quarter of the fiscal year ending 9-30-2022. The report included Account balances for the cash account for each month in the quarter, all activity in the bank accounts for the quarter, a schedule of maturities for the investments held and the fair market value of investments compared to last quarter. Ms. Yeagle discussed the rising rates on US Treasuries and Corporate bonds and investment alternatives of certificates of deposits. As securities mature in 2023, Ms. Yeagle will look at the rates in light of term and type to improve the return on investment. Motion made by Mr. Hall and seconded by Mr. Kohler to approve the Report on Operations. Motion passed unanimously.

 - b. **Adopt Amended Budget for FY 2022; adopt Resolution 2022-04 approving the FY 2022 amended budget**
Ms. Yeagle presented Resolution 2022-04 for the first and final amended budget for FY 2022. The main budget changes were higher interest and investment income of \$12,500 and Bond issuance fees of \$2,500 and lower expenditures of \$15,000. Motion made by Mr. Hall and seconded by Ms. Ashby to approve the Resolution 2022-04 approving the First and Final Amended Budget for FY 2022. Motion passed unanimously.

Not Final until Approved

c. Report on Grant Requests received:

Ms. Yeagle reported that the Medical Examiner's Office for the First District of Florida had requested a grant application, however, as of the meeting date, no grant request has been received.

5. Operations:

a. Approve 2023 meeting schedule

Ms. Yeagle presented the meeting schedule for calendar year 2023. Six meetings are scheduled for the year. All meeting times will be 4pm at the Authority's Office. Motion made by Ms. Ashby and seconded by Mr. Hall to approve the 2023 meeting schedule. Motion passed unanimously.

b. Update on Audit for FY 2022

Ms. Yeagle gave an update on the audit for FY 2022. Saltmarsh, Cleaveland and Gunn, CPAs has begun their work. It is anticipated that the majority of their work will be completed by early January, 2023. Saltmarsh is scheduled to present their audit at the March 28, 2023 meeting.

Routine Authority Business:

a. Accept resignation from Mr. Kohler due to his election to Escambia County Commission.

Ms. Yeagle presented the resignation letter she received from Mr. Kohler stepping down from the Authority Board effective November 16, 2022 to accept his election to the Escambia County Board of County Commissioners. Mr. Kohler then spoke to the Board about his experience serving on the Authority Board and the accomplishments the Authority has achieved during the time he has been a Board member and the knowledge he gained by serving on the Board. Mr. Kohler thanked the Board members for their professionalism and congeniality and the respectful manner in which each Board member operated. Several Board members expressed their appreciation for Mr. Kohler's service to the Board. Ms. Yeagle presented Mr. Kohler with his engraved desk pen as a token of appreciation for his service on the Authority Board.

Meeting adjourned at 4:35 pm

Next Scheduled Meeting of the Authority: January 24, 2023 at 4pm.
