

# Bartlett Regional Hospital

**BOARD OF DIRECTORS  
April 28, 2009  
Robert F. Valliant Center Boardroom  
Minutes**

## **CALL TO ORDER**

Loren Jones called the meeting to order at 5:16 p.m.

### **Present**

Loren Jones  
Linda Thomas  
Dr. Alex Malter

Kristen Bomengen  
Reed Reynolds  
Kevin Sullivan

### **Absent**

Dr. Nate Peimann

Lennie Gorsuch

### **Others Present**

Shawn Morrow, CEO  
Debbi Lehner, COO  
Cathy Carter, CNO  
David Stone, CBJ Liaison

Garth Hamblin, CFO  
John Raster, M.D.  
Toni Petrie, Executive Assistant

## **ROLL CALL**

**PUBLIC PARTICIPATION** – None

**APPROVALS OF MINUTES** – Dr. Malter made a MOTION to approve the March 24<sup>th</sup> minutes as presented. Motion Passed unanimously.

**CEO MONTHLY REPORT** – Shawn Morrow reports;

### **Strategic Initiatives**

#### **Fiscal Year MAP (Annual Business Plan)**

- Revisions were made and presented through planning committee. The Planning Committee is recommending that the Board of Directors give final approval of the plan at this month's Board Meeting.

#### **Patient Satisfaction/Clinical Quality**

- Patient Satisfaction Scores have increased each of the last three quarters on the "likely to recommend" question.

- Hourly rounding commenced in January. Med/Surg patients likely to recommend jumped from 80.5 last quarter to 91.3 this quarter.
- The Director of Quality position is filled. Bethany Rogers will commence work on May 11<sup>th</sup>.

### **Cultural Transformation**

- Travelers have gone from a high of eighteen down to two. There are more candidates for difficult to recruit positions than we have seen in the recent past, so we are still hopeful that this number will reach zero in the near future.
- The compensation and benefits review. There should be enough preliminary work complete for this to be an informational item on the Board's agenda in May.
- The turnover rate continues to decline.
- Pre-employment and reasonable suspicion drug screening will be discussed at the May Executive Committee Meeting.

### **Financial Strength**

- Net loss for February was (\$254,703). Net Income year to date is \$2,626,311.
- We continue to work on reaching targets for overtime, travelers, and productivity. Progress continues to occur in each of these three indicators.
- The PERS Actuarial Report is complete and was emailed out to the Board. This item is heavily tied to the compensation and benefits review. This topic will start showing up with more prevalence on Board Meeting agendas as compensation and benefit review data becomes more definitive.

### **Service Line Expansion**

- The Cardiology Steering Committee had its first meeting and narrowed the list of vendors for feasibility study services down to two. Presentations from the remaining two firms will occur in the next 2-3 weeks.
- I was in Anchorage last week and met with five Cardiologists from the Alaska Heart Institute. They remain interested in servicing Juneau with a full time cardiologist.

### **Medical Staff Development**

- Recruitment efforts are underway for a Psychiatrist. Alaska Urology is interested in rotating a Urological Pediatrician and a Urological GYN through Dr. Singaas' existing Juneau practice.

### **Community Engagement**

- We continue to work/serve on various councils and boards and have representation in civic clubs around the community.
- The Community Relations/Marketing position will be filled in the near future. There was a strong candidate pool for the job posting.

### **Key Vacancies**

- Community Relations Director: Jim Strader is scheduled to start June 1, 2009.
- Information Systems Manager: Doug Halstead is scheduled to start May 26, 2009.

## QHR Activity

- QHR conducted a Joint Commission Mock Survey from April 7-10<sup>th</sup>. A consulting map is on its way and will serve as an additional resource for joint commission survey preparation.
- CEO/CFO Monthly Operating Review. This meeting consists of a review on contract obligations, operating indicators, strategic priorities. The purpose of the review is to ensure QHR is matching its resources with our needs.
- There have been telephone calls and emails concerning education, benchmark data reports, reimbursement/legislative advisories, federal grant advisories, strategic trends, and compliance issues.

## Medical Staff Report - John Raster, MD

Dr. Raster talked about a letter he wrote on behalf of the medical staff stating there were several physicians not in favor of moving forward with the Cardiology Feasibility Study.

## NEW APPOINTMENTS TO THE MEDICAL STAFF: None

### REAPPOINTMENTS TO THE MEDICAL STAFF:

<u>Name</u>	<u>Category</u>	<u>Privileges In</u>
1. Brian R. Hood, PAC	AHP	Emergency Medicine Mid-Level

Mr. Brian R. Hood graduated from the University of Iowa in Iowa City, IA in 2000. Mr. Hood is a physician assistant for the BRH Emergency Department.

2. Joseph H. Roth, MD	Active	Family Medicine w/OB, Tubal Ligation, C-Section, D&C, 4 <sup>th</sup> Degree Repair, Conscious Sedation, Amniocentesis 3 <sup>rd</sup> Trimester, EDG, Colonoscopy, Hot & Cold Snare Cauterization, Foreign Body Removal, Exercise Stress Treadmill
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Dr. Joseph H. Roth graduated from the University of Washington School of Medicine in 1993. Dr. Roth is a physician for Valley Medical Care.

3. Kendell A. Simm, PAC	AHP	Emergency Medicine Mid-Level
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Ms. Kendell A. Simm graduated from the University of North Dakota in Grand Forks, ND in 1986. Ms. Simm is a physician assistant for Seal Beach Family Medical Clinic in Seal Beach California.

4. Tye K. Smith, DA	AHP	Oral Surgery Dental Assist)
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Ms. Tye K. Smith was certified by the California Association of Oral and Maxillofacial Surgery in 2006. Ms. Smith is a dental surgical assistant at Southeast Dental Group in Juneau.

5. Ann T. Turner-Olson, LCSW	AHP	Mental Health Consults
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Ms. Ann T. Turner-Olson graduated from Eastern Washington University in Cheney, WA in 1999. Ms. Turner-Olson is a provider for Lemon Creek Correctional center.

6. Robert L. Urata, MD Active Family Medicine w O/B, D&C, 4<sup>th</sup> Degree Repair, Exercise Stress Treadmill, Conscious Sedation, Temp. Pace Maker, Cardioversion and Emergency Medicine

Dr. Robert L. Urata graduated from the University Of Washington School Of Medicine in 1977. Dr. Urata is a physician for Valley Medical Care.

CLOSURE OF FILE: None

REQUEST FOR WITHDRAWAL: None

REQUEST FOR ADDITIONAL OR EXPANDED PRIVILEGES: None

CHART REVIEW: None

REQUEST FOR CHANGE OF STAFF STATUS: None

LOCUM TENENS: None

LEAVE OF ABSENCE: None

MEDICAL RESIDENT: None

PHYSICIAN ASSISTANT STUDENT: None

1. Shawna M. Dinger, PAS – Wake Forest University/BRH Emergency Department; Evaluate and Treat ER Patients with Supervision

MEDICAL STUDENT: None

DIRECT ENTRY MIDWIFE STUDENT: None

OTHER: None

**Dr. Malter made a motion to approve the credentials report as presented. MOTION passed unanimously.**

## **COMMITTEE REPORTS**

**EXECUTIVE COMMITTEE** – No Meeting

**JOINT CONFERENCE** – Loren Jones reports;

- The QA Director, Bethany Rogers, will start in May.
- Dr. Raster announced that Dr. Urata will now chair the MSQR Committee.
- Shawn gave an overview of the Dashboards which indicated that we are down to two travelers.

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- It was discussed to have antibiotic IV's done in Infusion Therapy.

#### **QA Committee – Loren Jones reports;**

- 1) CORE Measures report, Justine Muench reports, data through end of calendar year 2008. Some improvement, particularly in SCIP measures. Discussed receiving updates on areas that are losing ground or have disturbing trends as identified in preliminary data to allow for adequate notice and supported correction from this committee.
- 2) Report of Medical Staff Quality Review Committee (new chair) Dr. Bob Urata agrees to chair committee in two months time. Many of the medical staff issues are in process, the progress will continue to be reported to this committee.
- 3) Dr. Nate Peimann continues to attend medical staff committee meetings reiterating the Board perspective of quality and changes at the leadership level.

#### **PLANNING COMMITTEE – Reed Reynolds reports;**

##### Dashboard Update - Shawn

- Reports very positive trends, a new target of 3.5 for overtime.

##### Construction Update - Debbie

- Current Project: Project is maintaining its current schedule with PT/OT completed and being occupied on 4/19. Infusion Therapy will be occupying their area by 5/15. Remainder of the 3<sup>rd</sup> floor & the laboratory renovations (Microbiology, Pathology office & Drawing room/waiting room) will be complete by the end of July.
- Med Sur/Same Day Care Project: currently in design phase. Third floor design concept is mostly complete. Same Day care area is meeting with some differing opinions from several physicians. There have been two subsequent meetings to hear the issues. Small sub-committee established by the OR committee will be meeting with the architects further to resolve their concerns. Several of the physicians question the need for the renovation and others seek to change the parameters to include Endoscopy. Meeting tentatively set for the end of April.

##### Laundry Services - Debbie

- An effort was made to identify all potential providers. There are none.
- Current vendor has proposed a 6 year contract at \$1.05 per pound; it is estimated that the hospital volume is 350 pounds per day.
- The current vendor disputes hospital operated laundry at \$0.75 per pound, an \$85,000 annual savings.

##### MAP - Shawn

A revised FY10 MAP was distributed. Revisions were based on a review and Loren's analysis presented at the prior meeting of the Planning Committee.

**Reed made a MOTION to approve the FY10 MAP as presented. The MOTION passed by a unanimous roll call vote.**

**Also included was the FY09 quarterly MAP update.**

#### Cardiology – Shawn

- A committee was formed to evaluate four proposals for a feasibility study – expect a recommendation soon.
- Medical staff is willing to support a study, but as of today is unimpressed about the proposed need for a cardiac cath lab and related cardiology services. Patient safety is perceived to be a major issue.
- There is also a perception that profit is driving the effort to implement the service.

**FINANCE COMMITTEE –Garth Hamblin reports;**

#### March 2009 Financial Results

##### **Notable Financial Events**

- Low Medical / Surgical volume due to low inpatient operations
- High Outpatient Revenue in Physician Surgical Services
- Low revenue in Pharmacy due to low chemotherapy

##### **Summary**

Operating results for March show total patient days under budget. Inpatient Revenue was 11.1% under budget while outpatient revenue was 0.3% under budget leading to total revenue 4.5% under budget. Revenue deductions were 10.4% over budget. Total Operating Expenses were 1.4% over budget with high salaries and other fees. For March, Net Loss of \$254,703 was \$639,656 under budget.

Our Operating Cash balance is \$6,072,672 as of the end of the month, a decrease of \$1,148,522. We transferred \$2 million to the future facility fund from operating cash, and recorded a \$725,000 transfer from that fund to the City and Borough CIP account.

Year-To-Date for our Fiscal Year 2009

##### Financial

- Total Revenue of \$70,049,066 is 2.2% under budget
- Revenue Deductions of \$14,105,695 is 5.2% under budget
- Net Revenue of \$55,943,371 is 1.4% under budget
- Total Operating Expenses of \$54,589,651 is 0.7% under budget
- Net Income of \$2,626,311 is \$353,229 under budget

##### Statistics and Indicators

- ER Visits of 10,148 are 7.2% under budget
- Staff Hours per Adjusted Patient Day is at budget
- Net Margin is under budget by 0.56%
- Productivity is 99
- Overtime Percentage is 4.83%

##### PERS Study

Information from PERS Actuarial Study will be considered as part of work done by Mercer on overall compensation / benefits.

### **MS / SDC Project History**

The committee reviewed a timeline of information / actions over the past several years leading to the need / Board decision on the Medical Surgical Rooms / Same Day Care remodel project.

### **Operating Room Equipment Requests**

We are reviewing a request for ENT Surgical Navigation System. Recommendation may come to the Committee for consideration at its next meeting.

### **FY 2010 Budget Presentation**

Current schedule has Bartlett's FY 2010 Budget presentation to the Assembly Finance Committee on May 6.

### **Cardiology Service Feasibility Work**

Evaluation committee comprised of physicians, a board member, and senior management is working on proposals that were received.

**PHYSICIAN RECRUITING – No meeting**

**BARTLETT FOUNDATION – Kevin Sullivan reports;**

- The Fahrenkamp Golf Tournament went very well and took in more money than last year.
- The Wildlife Cruise fundraiser is on May 23<sup>rd</sup> and tickets are \$40.00.

**RAINFOREST RECOVERY CENTER – Loren Jones reports;**

- The Advisory Board is currently accepting applications as they are down by a few members.
- Admissions were down last month.

## **OTHER BUSINESS**

### **Executive Session**

The Committee went into Executive Session at 6:26 p.m. to discuss a matter regarding physician personnel issues. The Board came out of Executive Session at 6:44 p.m. no action was taken.

## **ADJOURNMENT**

**Kristen Bomengen made a motion to adjourn at 6:44 p.m. The motion passed unanimously.**

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**Nate Peimann, MD, Secretary (Date)**