

# Bartlett Regional Hospital

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**Bartlett Regional Hospital  
Board of Directors  
Minutes  
October 28, 2014**

**Called to order at 5:17 p.m.**

**Roll call**

**Present**

Kristen Bomengen	Robert Storer, Vice President
Mary Borthwick	Mark Johnson
Alex Malter, MD	Nancy Davis, Secretary
Linda Thomas, past President	Lauree Morton

**Absent**

Nate Peimann, MD

**Others present**

Chuck Bill, CEO	Billy Gardner, CNO
Toni Petrie, Executive Assistant	Kendri Cesar, Sonosky, Chambers
Jane Sebens, CBJ Law	Karen Crane

**Public participation – None**

**SPECIAL ORDER OF BUSINESS:** Mr. Bill introduced the department directors that were in attendance at the meeting, as well as Maria Uchytel, Director of the Bartlett Foundation.

***Approval of the minutes – Ms. Borthwick made a MOTION to approve the minutes as amended from the September 23, 2014 Board of Directors meeting. Mr. Johnson seconded and they were approved.***

***Mr. Storer made a MOTION to go into executive session at 5:21 p.m., to discuss matters which are confidential by law (to review the hospital's compliance report). Ms. Davis seconded and the motion passed.***

Out of exec 5:45 p.m. No action was taken.

**STANDING COMMITTEE REPORT:**

Executive Committee – Ms. Bomengen reports. The committee discussed the legal review process and also that the Quality Committee is working on restructuring the committee.

Finance Committee – ***Ms. Thomas reported. Ms. Thomas made a MOTION to approve the contract with the Santa Rosa implementation firm for the Meditech 6.1 implementation not to exceed \$716,000. Ms. Davis seconded.***

(The contract was approved by the Assembly and the Board. It has been uploaded to Egnyte. It also went through the CBJ purchasing process)

**Motion approved by a roll call vote.**

Anesthesia Patient Monitor – This monitor is for the new MRI anesthesia machine that was purchased for room 3 in the operating room. This machine currently does not have a monitor and cannot be used for regular OR cases where general anesthesia is required. This will allow for 3 fully functional OR rooms. They are not purchasing the video towers that were budgeted and will be using those funds for this instead.

***Ms. Thomas made a MOTION to approve an anesthesia monitor for the operating room not to exceed \$50,800 Dr. Malter seconded the motion and it was approved by a roll call vote.***

The September financials were reviewed. The final field work for the audit was completed last week. The Finance Committee recommended the supplemental information report coming from the audit will be at the high level of detail. Ms. Thomas said it had been brought up at previous meetings to show the line items specific to board related expenses.

In preparing for the financial audit, management identified Medicare was overstated in the June financials. We need to adjust our financial expectations in this area. There's been an adverse impact on our reimbursement levels based on the disallowance of the PERS payments. This is currently in appeal and other Alaska hospitals are also affected by it.

Quality Council – Ms. Davis reports. The staff is doing a great job in reporting events that occur. One of the proposals is to return back to the hospital's quality improvement committee which will be a hospital based committee with two board members on it, then to have the Quality Summit meeting once a quarter for the entire board. The Charter is currently being reviewed.

Planning Committee – Mr. Bill went over the highlights that Dennis McMillan (Foraker Group) put together from the Board strategic planning session. David Sandberg with Focus and Execute attended the strategic planning event and put together a tool specific to the goals the Board set for our department directors.

Mr. Johnson said under service delivery he would like to include Level III Trauma Center.

Mr. Bill asked if the Board would like a survey on the strategic planning session and also the Focus and Execute tool to see how they liked the entire process and the Board indicated they would.

BRH Foundation – Ms. Thomas reports. They nominated officers. Kevin Hansen was appointed as the President. A check was presented to the hospital for \$94,000 from the Foundation for three CCU beds from the Seafood Gala Fundraiser. They also approved the remaining funds for the SANE program (\$10,000). They also funded pediatric training equipment. There are two new board members, Beth Chapman and Patty Sharp. Abby Lowell was recently added. There has been a website redesign. There will be an End of Life Care seminar October 30<sup>th</sup> at Centennial Hall.

Management report – Mr. Bill reports. Bartlett Regional Hospital received another quality award from Mountain Pacific Quality Health called Chasing Zero for zero Catheter Associated Urinary Tract Infections (CAUTIs) for at least a continuous 12 month period. We were one of two hospitals in the state to win this award.

Mr. Bill gave an overview of the Focus and Execute Tool.

President's report – There are two tasks from our annual board calendar that are supposed to be done at the October board meeting. Appointing a Bylaw Committee and a Nominating Committee. The Assembly just recently approved our bylaws, so there's not a need to do them at this time. Two board members are required for the Nominating Committee that will appoint members in November. Ms. Thomas will chair and Dr. Malter.

Board education – Ms. Brandt reports. There's been discussion on the standalone audit and the Board wanting to get more education on this. This is the first year we are doing this type of audit for Bartlett. This audit will entail information solely on Bartlett and doesn't include CBJ information like it does in the CAFR Report. There haven't been any significant findings. Every balance sheet account was reviewed and reconciled. The report itself in terms of what the Board will receive is called management discussion and analysis MDNA. It includes a summary and narrative of the financial information and also speaks to industry overall risks. It will include FY14 as well as FY13. Their audit procedures are done randomly what they look at.

Ms. Davis said with this being our first standalone audit, does this mean every year we will have two audits or do they roll up to the city. Our financial information will roll up into the CAFR. Ms. Brandt added there isn't any duplication of effort.

Ms. Brandt said the report needs to be submitted on November 30<sup>th</sup> and she would like to have an audit exit meeting with the full board before that date.

**Dr. Malter made a MOTION to go into executive session at 7:08 p.m., to discuss matters which are confidential by law and matters which could have a financial**

**impact on the finances of the hospital. Ms. Thomas seconded and it was approved.**

The Board came out of executive session at 8:11 p.m. No action was taken.

***Ms. Morton made a MOTION to extend the meeting until 9:00 p.m. Dr. Malter seconded and it was approved.***

***Mr. Storer made a MOTION to go into executive session at 8:12 p.m., to discuss matters which could have an impact on the financials of the hospital.***

The Board came out of executive session at 8:50 p.m. No action was taken.

The November calendar was reviewed.

Ms. Borthwick made a MOTION to approve the Credentialing report. Mr. Storer seconded and it was approved.

**Adjourned at 9:00 p.m.**

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**Board Secretary**