

# Bartlett Regional Hospital

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**Bartlett Regional Hospital  
Board of Directors  
Minutes  
February 17, 2015**

**Called to order at 5:18 p.m. by Bob Storer**

**Roll call**

**Present**

Bob Storer	Mary Borthwick
Linda Thomas	Lauree Morton
Mark Johnson	Alex Malter, MD

**Absent**

Kristen Bomengen, Past President	Nancy Davis, Vice President
Brenda Knapp	

**Others present**

Chuck Bill, CEO	Billy Gardner, CNO
Alan Ulrich, CFO	Mila Cosgrove, HR
Toni Petrie, Executive Assistant	Karen Crane, CBJ Liaison
Jane Sebens, CBJ Law	Kendri Cesar, Sonosky, Chambers
Bethany Rogers, Quality Director	Ursula Iha, Pharmacy Director
Dawn Bailey, OR Director	Jim Strader, Community Relations Director
Martha Palicka, IT Director	

**Public participation – None**

**Special order of business:** Ms. Rogers gave a powerful presentation on the importance of quality and went over what will be presented to the Board on a quarterly basis for what the hospital is doing to improve quality at Bartlett.

**APPROVAL OF THE MINUTES – Ms. Borthwick made a MOTION to approve the January 27, 2015 Board of Directors meeting. Mr. Johnson seconded and they were approved.**

## **OLD BUSINESS:**

Housing First – Mr. Storer asked the Board to share their thoughts on this project. Ms. Borthwick asked if the state grant doesn't come through, will the city still contribute the amount they agreed to, which was \$1.5 million dollars. Ms. Crane said not all of it and it will most likely delay the project if the grant doesn't get approved. Bartlett's donation will help strengthen the grant proposal. ***Ms. Thomas made a MOTION to approve up to \$100,000 now, without the provision of the grant, and that any further funds would need to come before the Board with more analysis. Mr. Johnson seconded.*** Dr. Malter said he doesn't support the hospital being the main entity to fund this project. This motion supersedes the motion made in January. ***The motion passed by five in favor and one against.***

CEO evaluation – Mr. Storer worked with Ms. Cosgrove on the goals for the CEO evaluation. She is proposing the Board approve the criteria tonight and hold a special board meeting to discuss the incentives and rate the CEO's performance to date. ***Dr. Malter made a MOTION to approve the goals set for the CEO. Ms. Morton seconded and it was approved.***

CERNER update – Outside counsel has been engaged and documentation is being gathered. Ms. Sebens will provide an update at the next board meeting.

## **STANDING COMMITTEE REPORTS:**

Executive Committee – Mr. Storer reported the Committee met and discussed Housing First and the HR quarterly report. There was an update on Meditech and the Meaningful Use date possibly moving back. The hospital credit card was discussed. The RFP on the CAMHU is moving along. There was also a discussion getting packets out on time (3 days in advance prior to the committee meetings).

Finance Committee – Ms. Thomas gave a report on the Finance Committee meeting, which was held right before this meeting. There was a special meeting on February 5<sup>th</sup>, which was primarily educational and informational for the numbers on the various elements to the budget.

There was information provided on the Rural Community Hospital Demonstration Project. Payments have decreased as well as a cost of charge ratios because of the FY14 cost report. The decrease is about \$35,000 a month. The rest of the fiscal year, it will be approximately \$210,000 negative variance to the bottom line for this fiscal year.

Regarding the recoupment from Medicare on the \$1.9 million dollar over payment that was determined during 2014, we have repaid \$1.6 million (approximately) year to date.

Mr. Ulrich put together a draft analysis of Bartlett's financial results for the end of the FY15. He will continue to refine it.

The Amex card that was in the prior CFO's name has been cancelled, one has been ordered in the CEO's name, and the credit limited adjusted to \$50,000. The Wells Fargo card will be canceled that was in the prior Compliance Officer's name for doing background checks.

The two GPO's Bartlett is working with are Novation and Amerinet. There was a lengthy discussion regarding the process and moving forward. **Ms. Thomas made a MOTION to approve Amerinet as the sole source GPO not to exceed one year and engage in an RFP process with other GPO providers. Mr. Johnson seconded and it was approved.**

A draft finance policy for collections was reviewed. Mr. Ulrich will send red lined copies to the committee members and bring it back before the Board in March.

Mr. Ulrich went over the January financials.

Three capital purchase items:

1. Alaska Surgical Services Lithotripsy agreement – Mr. Ulrich reported that we do lithotripsy procedures and the current equipment is very outdated. We have negotiated a contract with Alaska Surgical Services. **Ms. Thomas made the MOTION to approve the contract with Alaska Surgical Services for the cost of \$5,000 for three years not to exceed \$100,000. Dr. Malter seconded and it was approved by a roll call vote.**
2. Remote pharmacy services – Mr. Ulrich asked Ms. Iha to speak to this contract. Ms. Sebens is reviewing this contract. This contract will provide remote services when the pharmacy is closed. It will also help reduce the cost in travelers. The startup capital cost could be up to \$3,500 at the maximum for BRH. This will improve patient care. **Ms. Thomas made a MOTION to approve the Remote Pharmacy Services agreement on behalf of the Finance Committee subject to CBJ Legal approval. Mr. Johnson seconded and it was approved by a roll call vote.**
3. Intelligent Medical Objects - This contract has been reviewed by CBJ Law and Dick Monkman. The total cost is approximately \$25,000 annually and licensing is required for the Meditech implementation. **Ms. Thomas made a MOTION to move forward on the Intelligent Medical Objects licensing, not to exceed \$25,000 annually and subject to legal approval. Dr. Malter seconded and it was approved.**

There will be a dollar amount for salaries and wages for the Meditech project coming to the Board in March.

Break at 6:55 p.m.

Back in session 7:00 p.m.

Quality Committee – Mr. Johnson reported the Hospital Quality Committee will meet monthly and then provide a quarterly report to the Board.

BRH Foundation – Mr. Storer reported this is the time of year they have the Fahrenkamp golf putting tournament. There are teams and a silent auction. They continue to make progress on the Seafood Gala. The gift shop continues to lose money and they are working on ways to increase revenue.

CAMHU – Mr. Bill reported that we only received one response back and it was from the McDowell Group, but they requested more time. We agreed to give them an extra three weeks and they put together a proposal. The ad hoc committee will review the proposal and then the McDowell Group will be doing the gap needs analysis.

Governance Committee – Kristen will be calling a meeting soon.

CEO report – Mr. Bill reported that he sat in on a teleconference with Alaska hospitals CEO's and Senator Kelly regarding Medicaid expansion and reform. Senator Kelly was very candid and said this expansion is not going forward unless we have reform attached to it in some format. Mr. Bill said we will try to define what we want to identify as reform. We have to have the physicians on board for this to work. There's also talk about doing a provider sales tax. There currently isn't any in Alaska.

Senator Dan Sullivan will be here Thursday and he will come have lunch and a hospital tour. This will be a good opportunity to talk about the Rural Demonstration project.

President's report – Mr. Storer read a letter from the Medical Staff Quality Committee regarding medical marijuana. The committee recommends the hospital and CBJ work together on a policy for this since there currently isn't one.

Mr. Storer has been working with Mr. Bill, Ms. Cosgrove, and Ms. Sebens to try and fine tune the legal review process.

Mr. Bill was going to lease the hospital's Jeep, but there are insurance requirements with CBJ Risk Management and he will not be able to. He is entitled to a certain dollar amount of benefits per his contract that he hasn't used, so he will be working with a dealership in town to lease one. This is well within the scope of the contract.

The Assembly asked the Board to come before them and we need to schedule a date for that meeting.

***Mr. Johnson made a MOTION to go into executive session at 7:30 p.m., to discuss matters which are confidential by law (Medical Staff report) and matters which could have an adverse effect on the finances of the hospital. Ms. Borthwick seconded and it was approved.***

Out of executive session at 8:13 p.m.

***A MOTION was made and seconded to approve the Medical Staff report and was unanimously passed.***

The March calendar was reviewed.

**Adjourned at 8:15 p.m.**