

# Bartlett Regional Hospital

3260 Hospital Drive, Juneau, Alaska 99801 907.796.8900 [www.bartletthospital.org](http://www.bartletthospital.org)

## BOARD OF DIRECTORS MINUTES NOVEMBER 24, 2015

**CALLED TO ORDER at 5:15 p.m., by Mary Borthwick**

### ROLL CALL

#### PRESENT

Nancy Davis, President (by phone) Mary Borthwick, Secretary  
Kristen Bomengen, Vice President (by phone)  
Bob Storer Linda Thomas  
Mark Johnson Dr. Alex Malter  
Brenda Knapp Lauree Morton

#### ABSENT

None

#### OTHERS PRESENT

Chuck Bill, CEO Alan Ulrich, CFO  
Billy Gardner, CNO Toni Petrie, Executive Assistant  
Jane Sebens, CBJ Law Kendri Cesar, Hospital Attorney  
Karen Crane, CBJ Liaison Mila Cosgrove, HR

**AGENDA CHANGE** – Move up the Request of Interest for Legal Services.

#### APPROVAL OF CONSENT AGENDA:

- A. The Board minutes were pulled from the consent agenda
- B. CEO report was approved

**PUBLIC PARTICIPATION:** None

**SPECIAL ORDER OF BUSINESS:** *Ms. Thomas made a MOTION to go into executive session at 5:19 p.m., to discuss matters which are confidential by law (JEMA*

*contract and CERNER ). Mr. Johnson seconded and it was approved by unanimous consent.*

Out of executive session at 6:35 p.m. No action was taken.

Statement of Interest for Legal Services – Mr. Bill presented the Statement of Interest for Legal Services document that was included in the packet. This is for legal service representation for the hospital. Ms. Amy Mead, CBJ Law will review the responses for appropriateness and qualification before they come before the Board for approval.

*Mr. Johnson made a MOTION to approve the CEO report on the consent agenda. Ms. Knapp seconded and it was approved by unanimous consent.*

**APPROVAL OF THE MINUTES – Mr. Johnson made a MOTION to approve the minutes from October 27, 2015. Mr. Storer seconded. They were approved as amended by unanimous consent.**

**OLD BUSINESS:**

Hospitalist program– Mr. Bill reported we have local physician interest to participate in the Hospitalist program. By March, we should be able to start with a part-time program.

Shared Human Resources Services agreement – Mr. Bill reported that he met with Ms. Kiefer regarding the Shared Services agreement with CBJ Human Resources and they both agreed it was working well. Mr. Bill recommended to the Board that we should continue the relationship. Mr. Storer, Ms. Knapp and Ms. Davis said they felt the decision to move forward should be the CEO’s not the Board’s. Ms. Thomas said when this agreement was first put into place two years-ago, the Board requested the Shared Services agreement be brought before the Board every two years to know what’s working and what’s not working. Ms. Thomas does feel it’s a board decision and would like to see that the report is brought before the Board every two years. Ms. Bomengen said for this agreement she’s comfortable with it being the CEO’s decision, but when it comes to the Shared Legal Services agreement, it should be the Board that reserves the prerogative to take action with regards to the engagement with legal services. The Board accepted the report to continue the agreement with CBJ Human Resources.

Crimson presentation – Mr. Bill gave a presentation on Crimson Market Advantage that defines outmigration services and possible reasons why patients are leaving town for services. Mr. Storer would like to see other options explored such as polling the Medical

Staff before spending this amount of money. He doesn't feel the information that would be provided will drill down to the level of detail that would be helpful.

Catholic Community Services (CCS) – Mr. Bill reported he met with the new Director of CCS regarding our agreement we have with them to provide financial support in exchange for them providing a wound care nurse for the hospital. The Director said they would like to look at the services they could offer to Bartlett before asking us to increase our financial support.

Board strategic planning retreat – Mr. Bill reported the retreat is on December 5<sup>th</sup> and noted the agenda for the retreat is in the packet.

### **NEW BUSINESS:**

Board education – Mr. Bill reported February 7-10<sup>th</sup>, there is an American Hospital Association Rural Healthcare Leadership Conference. ASHNHA has a fund designed to help pay to send one member from each hospital to the conference.

### **COMMITTEE REPORTS:**

**Executive Committee** – No meeting held

**Finance Committee** – Mr. Johnson reported the Finance Committee reviewed a write off policy. Also reviewed at the Finance Committee were the October financials, the preliminary Medicare Cost Report, the Juneau Emergency Medical Associates (JEMA) contract, Disproportionate hospital days that's pending. Mr. Ulrich reported the State (DBH) approved and pre-paid us for 715 days for care for qualified patients (mental health). We have been waiting since July for reconciliation from the State as to days that we requested for reimbursement.

Mr. Ulrich reported on the October financials, which are included in the packet. Ms. Thomas asked for more information on prior years financials when reporting the monthly financials.

Meditech update – Mr. Ulrich reported we are still scheduled to go live December 1<sup>st</sup>. There will be a command center set up for 2 weeks staffed 24/7 with super users to help staff/physicians.

***Ms. Knapp made a MOTION to approve the write-off policy that was presented. Mr. Storer seconded. DISCUSSION:*** Ms. Bomengen wanted to be clear that we are

charging the same amount for services to all patients. Mr. Ulrich reported we are. *The motion passed by unanimous consent.*

Medicare Rural Demonstration Project – Mr. Bill reported there is a new head of the sub-committee for Health and Human Services under the House Ways of Means Committee. The new chair has been supportive of Rural Health Care in the past

Provider tax – Mr. Bill reported this topic continues to be a long discussion. The State is having problems nailing down what the upper payment limit with the Federal Government, which is a complicated formula. Until they can define that, it's hard to determine what would be feasible. There will be more information brought forward at a later date.

Ms. Thomas would like to discuss at our retreat how the large capital projects are going to be funded. Mr. Storer said there is a strong level of implication we would have to issue debt and would like more information. He asked what the industry standard of debt one can issue.

*Ms. Thomas made a MOTION to approve the September and October financials. Mr. Johnson seconded and they were approved by unanimous consent.*

Bartlett Foundation – Mr. Bill reported the Foundation is having their tree lighting holiday party on December 10<sup>th</sup> in the cafeteria starting at 4:30.

Rainforest Recovery Center – Dr. Malter reported the new acting director, Richard Nault, gave a presentation that was very informative and that he was very approachable. He said he feels the Advisory Board members seem to be very engaged. Mr. Bill reported they also discussed the heroin issues in the community and how RRC can better respond to that. Mr. Bill said we are trying to fit a care delivery program for alcohol recovery to opioid recovery, as it is very different.

*Mr. Johnson made a MOTION at 8:05 p.m., to extend the meeting until 9:00 p.m. Mr. Storer seconded and it was approved by unanimous consent.*

**AD HOC COMMITTEES:**

Child Adolescent Mental Health Unit (CAMHU) – Mr. Johnson reported the RFP for Southeast Alaska Regional Adolescent Behavioral Health Development of Business Plan has been sent out. The expected date to have them returned is mid-December.

Governance – No meeting held

Nominations Committee – Ms. Thomas reported she and Ms. Knapp have reached out to all board members and are recommending the following slate of Officers for 2016.

Nancy Davis, President

Lauree Morton, Vice President

Mary Borthwick, Secretary

**MEDICAL STAFF REPORT:** Dr. Heine reported the following Rules and Regulations have been amended and require board approval.

Rules and Regulations revision – Behavioral Health/Mental Health

Rules and Regulations revision – Medical Detoxification Services

Rules and Regulations revision – Provisions of Care – Orders for Treatment, Care or Services

Rules and Regulations revision – Provisions of Care – Medical Records

***Dr. Malter made a MOTION to approve. Mr. Johnson seconded and it was approved by unanimous consent.***

**MANAGEMENT REPORTS:**

**CEO** – Mr. Bill reported on psychiatry recruitment. We have had a locums tenens physician (Dr. Soldberg) who has been working here, and he and Dr. Henry think they can figure out a way they can work their schedules so Dr. Soldberg can fill our full time open position. We hope to have all of the psychiatry positions filled by February. We had an interview today for a Chief Behavioral Health Officer candidate that went well. Mr. Bill reported BRH was recognized in the Crossett Fund magazine as a baby friendly hospital.

CEO report discussion (report included in the packet) - Ms. Thomas asked about the pediatric locums coverage and if it addressed Dr. Stepien's concerns. Mr. Bill said no, but it is buying us time to get the Hospitalist Program in place for a long-term solution. She also asked about the purpose of the Virginia Mason representatives being onsite. Mr. Bill explained we have been working with VMMC for the last several years, bringing Medical Oncologists to Juneau. Their team was up to meet to discuss the timeline, etc. of the current physician who has been coming to Juneau, his retirement and moving forward.

CFO – Mr. Ulrich reported he met with Mr. Mertz to discuss the audit. Mr. Ulrich asked Mr. Mertz to attend the January Finance Committee to go over the results. Moss Adams is expected to send us our final cost report by Wednesday of next week. The final Medicare Cost Report needs to be filed by November 30, 2015. The budget timetable will be sent out to managers the middle of December.

**PRESIDENT’S REPORT:**

Ms. Davis thanked Ms. Petrie for getting the minutes done quickly, so everyone had a chance to review them before they went into the packet. She also thanked everyone who has been covering while she has been out of town.

**EXECUTIVE SESSION:**

*Mr. Johnson made a MOTION to go into executive session at 8:35 p.m., to discuss matters which are confidential by law (Medical Staff report) Ms. Knapp seconded and it was approved by unanimous consent.*

Out of executive session at 8:40 p.m.

*Ms. Bomengen made a MOTION to approve the credentialing report as presented. Ms. Knapp seconded and it was approved by unanimous consent.*

The December calendar was reviewed. CAMHU was added on December 3<sup>rd</sup> at Noon the Board Quality Committee on December 9<sup>th</sup> at 4:15 p.m., and the Governance Committee on December 9<sup>th</sup> at 5:15 p.m.

**BOARD COMMENTS:**

Ms. Sebens thanked the Board for helping support her attendance at the healthcare conference in Chicago. She found it very informative.

**Adjourned at 8:53 p.m.**

---

Board Secretary