

# Bartlett Regional Hospital

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

**Bartlett Regional Hospital  
Board of Directors  
Minutes  
February 23, 2016**

**Called to order at 5:15 by Nancy Davis, President**

**Roll call**

**Present**

Nancy Davis, President	Lauree Morton, Vice-President
Mary Borthwick, Secretary	Bob Storer, Past President
Linda Thomas	Marshal Kendziorek
Cate Buley, MD	Brenda Knapp
Mark Johnson	

**Absent**

None

**Others present**

Chuck Bill, CEO	Alan Ulrich, CFO
Billy Gardner, CCO	Dallas Hargrave, HR
Toni Petrie, Executive Assistant	Jim Strader, Community Relations
Jane Sebens, CBJ Law	Carlton Heine, Vice-Chief of Staff
Kendri Ceasar, Sonosky, Chambers	Karen Taug, Controller
Deb “Mouse” Manowski, RN	Ursula Iha, Pharmacy

***Ms. Morton made a MOTION to approve the agenda. Ms. Knapp seconded and it was approved with unanimous consent.***

**Public participation – None**

**Special order of business: None**

**MEDICAL STAFF REPORT:** Dr. Hein reported the Medical Staff have been expressing their concern with the Meditech implementation and Administration has been doing a good job trying to work with them and provide additional support.

Dr. Heine presented a Rules and Regulations change that includes a Medical Staff Informational Technology Steering Committee. *Mr. Johnson made a MOTION to approve the change, with the comment that the Medical Staff work with Senior Leadership on how this committee would work with a broader group. Ms. Thomas seconded and it was approved with unanimous consent.*

*Ms. Thomas made a MOTION at 5:35 to go into executive session to discuss matters which are confidential by law (Medical Staff report). Mr. Johnson seconded and it was approved with unanimous consent.*

*Out of executive session. No action was taken.*

*Ms. Borthwick made a MOTION to approve the credentialing report. Ms. Thomas seconded and it was approved with unanimous consent.*

**CONSENT AGENDA:** *Mr. Johnson made a MOTION to approve the minutes from the January 26, 2016. Dr. Buley seconded and they were approved with unanimous consent.*

#### **OLD BUSINESS:**

Title 40 – There has been a lot of work going into the changes to Title 40, which hasn't been revised in 30 years. Ms. Sebens and Mr. Monkman worked with the Governance Committee who all provided input. There were three versions of the Title included in the packet. The original, the first document with changes, and then the final version. There is a letter included in the packet that is addressed to the City Manager recommending the Assembly to accept the changes.

*Mr. Storer made a MOTION to adopt the revised version of Title 40 as articulated. Mr. Kendziorek seconded and it was approved with unanimous consent.*

#### **NEW BUSINESS:**

Designation of Compliance Officer. Mr. Bill announced with the Quality Director's departure, he has stepped into the role of the Compliance Officer. Ms. Thomas would like Mr. Bill to focus on looking for a firm to do an external review on the hospital's compliance program. *Mr. Storer made a MOTION to designate Mr. Bill the*

*Compliance Officer for up to 60 calendar days. In that interim process, we evaluate whether we can hire temporary outside Compliance Officer simultaneously. Ms. Borthwick seconded and it was approved with unanimous consent.*

#### **STANDING COMMITTEE REPORTS:**

**Executive Committee** – Ms. Davis reported the Committee spent time looking at ways to move forward with the QAPI reports and the discussion to hold a separate meeting instead of having it during the Board meeting. Ms. Davis asked the Board for their input on their preference. Ms. Morton suggested holding this as a Committee of the Whole and whichever board members want to attend, may. It was suggested the Board Quality Committee discuss this at their March meeting.

There was a Joint Conference Committee held on February 2<sup>nd</sup>, to discuss the neonatal call issue. Mr. Bill supplied six different options on how to move forward. It was deemed by the Joint Conference Committee to keep the NRP as part of an essential service. Ms. Davis said with the Hospitalist program starting up, it should be addressed well and in the meantime the opportunity to pursue some other resolutions to cover gaps in the schedule be left with the Administration team. There was also discussion on creating an IT Steering Committee that includes medical staff as well as hospital staff.

**Finance Committee** – Mr. Ulrich reported on the January financials (included in the packet). *Ms. Thomas recommended pages 27-29 of the finance packet be accepted by the Board for January and year to date. Mr. Johnson seconded and it was approved with unanimous consent.*

Request For Proposal for Group Purchasing Organization – The Finance Committee reviewed a list of recommendations for the GPO presented by Administration. *Ms. Thomas made a MOTION to accept Senior Leadership’s recommendation to sign a three year agreement with Intalere (a/k/a Amerinet). Mr. Johnson seconded and it was approved with unanimous consent.*

Construction Project Summary – The revised document that was previously approved at the prior board meeting was reviewed.

Bartlett Foundation – The Bartlett Foundation recently occupied space in the Juneau Medical Building and Administration’s recommendation is to have a lease with them for \$1.00 per year, because of all the fundraising they do for the hospital. *Ms. Thomas recommended approving the lease with the Bartlett Foundation lease as recommended by management, pending CBJ Legal and Assembly approval. Mr. Johnson seconded.*

Ms. Sebens said CBJ Legal would not weigh in on this, because it's viewed more as a policy, so it would be more viewed toward the Assembly. *The recommendation was accepted with unanimous consent.*

*Ms. Thomas made a MOTION to move into executive session 6:37 p.m., to discuss the FY 17 budget. Mr. Johnson seconded and it was approved with unanimous consent.*

Out of executive session at 7:55 p.m., no action was taken.

*Ms. Borthwick made a MOTION to extend the meeting to 9:15 p.m. Ms. Morton seconded and it was approved with unanimous consent.*

Planning Committee – Ms. Knapp reported the Committee met and discussed goals they would be focusing on moving forward based on the Administration's 5 year plan and the goals set at the Board's strategic plan. The Planning Committee will also be looking at board education/training and refer the different options to the Governance Committee.

Bartlett Foundation – Mr. Storer reported the Foundation met earlier this month and they discussed their annual fundraiser the Gala. They discussed contributing the monies raised towards mammography equipment for the hospital.

Governance – Mr. Storer thanked everyone for their input and work on Title 40. The plan is to review this more often as healthcare changes. He would like to start by having conference calls with other hospitals to get the CEO's views on governance. Mr. Storer said Mr. Monkman did some education for the Board and he suggests having him do that again. Mr. Kendziorek would like to discuss appropriate use and content of executive session on the list of training.

Child Adolescent Mental Health Unit (CAMHU) – Mr. Bill reported we received the final executed contract today from Moss Adams who will be conducting the business feasibility study for the CAMHU.

Bylaws – Ms. Borthwick reported she will bring back pieces of the changes partially, rather than bringing it all at once.

### **MANAGEMENT REPORTS:**

CEO Report – Mr. Bill reported on March 14<sup>th</sup> there will be a joint meeting with the Assembly and topics discussed were as follows;

- CAMHU

- Possible the FY14 budget
- Impact of State's budget crisis – Medicaid cuts
- BRH Foundation lease
- Where we are at ytd financially
- Things that have happened over the year that are significant
- Major accomplishments over the next year
- Summary of Title 40
- Meditech conversion
- Status of Rural Health Demonstration
- Behavioral Health services in general – Introduce Sally Schneider, CBHO
- Shared services agreements with CBJ
- On call issue
- Hospitalist program

Mr. Bill reported he spent some time downtown today with the Legislature. Mr. Bill reported it was clear this will be a 2-3 year project before anything substantiated gets put into place for Medicaid Expansion.

Mr. Bill reported we are still moving forward on the Hospitalist program. About 30% of the neonatal call coverage will be covered. The 90 day pilot will start in June.

### **PRESIDENT'S REPORT**

Ms. Davis reported it's important for the Board to look at needs of the community.

CCO report – Mr. Gardner reported that our new OR Director has started and her husband is a retired orthopedic surgeon.

The March calendar was reviewed.

*Ms. Morton made a MOTION to go into executive session at 8:45 p.m., to review patient harm dashboards, to receive a report on CERNER and to receive information on the Juneau Emergency Medical Associates (JEMA) contract from legal counsel. Mr. Johnson seconded and it was approved with unanimous consent.*

Out of executive session at 8:53 p.m. No action was taken.

**Meeting adjourned 8:55 p.m.**