

Bartlett Regional Hospital

BOARD OF DIRECTORS

Minutes

July 26, 2016

5:15 p.m.

Administration Boardroom

Mission Statement

Bartlett Regional Hospital provides its community with quality, patient-centered care in a sustainable manner.

ROLL CALL

Nancy Davis, President
Mary Borthwick, Secretary
Linda Thomas
Mark Johnson

Lauree Morton, Vice President
Bob Storer, Past President
Marshal Kendziorek
Cate Buley, MD

ABSENT

Brenda Knapp

ALSO PRESENT

Chuck Bill, CEO
Alan Ulrich, CFO
Jane Sebens, CLO
Dr. Sharon Fisher, Chief of Staff

Billy Gardner, CCO
Sally Schneider, CBHO
Dallas Hargrave, HRD
Anita Moffitt, Executive Assistant

AGENDA CHANGES: Mr. Bill would like to have the patient harm dashboard report added to the Executive Session. No other changes; agenda approved as amended.

Public Participation: Reed Reynolds, past Board of Directors member was in attendance for his annual attendance. Debbie (Mouse) Manowski has recently been appointed to the Board of the State of Alaska Healthcare Apprenticeship Consortium and discussed the programs that are being developed to get people into healthcare and the compensation available to the employers of the participants in the programs.

SPECIAL ORDER OF BUSINESS: Ms. Schneider introduced RRC Director Candidate, James Glenn. Mr. Glenn comes with a wonderful skillset of connecting hospitals with their communities.

CONSENT AGENDA: Ms. Thomas has requested that the approval of the minutes from the June 21, 2016 Board of Directors meeting be removed from the consent agenda. *Mr. Kendziorek made a MOTION to approve the consent agenda as amended. Mr. Johnson seconded and it was approved as amended.*

- CEO Report
- June Finance Report

JUNE 21, 2016 BOARD OF DIRECTORS MINUTES: Ms. Thomas clarified the language in the minutes. *Mr. Kendziorek made a MOTION to approve the amendments to the June 21, 2016 Board of Directors minutes Dr. Buley*

seconded and the amendments were approved. Mr. Kendziorek made a MOTION to approve the June 21, 2016 Board of Directors minutes as amended. Dr. Buley seconded and they were approved as amended.

OLD BUSINESS:

Sleep Off – Mr. Bill is continuing to work with the CBJ on identifying an off campus procured spot to move sleep off to that could house more residents than the five we currently are capable of housing. This will probably require a zoning change to be able to find an appropriate location. Sleep off is a public service and people would be allowed to come and go as they like.

NEW BUSINESS:

Human Resource Personnel Rules – Mr. Hargrave reported that Title 40 changes would allow BRH to have its own personnel rules. A four page summary as well as the seventy-two page BRH Draft Personnel Rules was included in the packet for the Board of Directors packet to review. Training sessions are to be scheduled for managers and Board Members to attend and offer feedback. Ms. Morton will not be in town to attend the training session and voiced concerns regarding the Training Reimbursement Schedule. A discussion ensued with further discussion to be held during the training sessions. Mr. Hargrave will see how BRH's proposed rules match up with CBJ's rules regarding this matter. The personnel rules must be approved by the Board of Directors before being presented to the Assembly for approval, then the CEO would be allowed to present the proposed rules to the CBJ Assembly for approval. .

Board Education – Mr. Bill was to provide a Crimson Market Advantage presentation but was unable to do so due to an equipment malfunction. The presentation needs to be done in real time so was not presented.

MEDICAL STAFF REPORT – Dr. Fisher reports that the bylaw reviews with Horthy Springer are coming along slower than the Medical Staff would like. She anticipates it to take six to twelve months to complete the restructuring of the bylaws. The Hospitalist program is going well and has been well received. The physicians are very appreciative of the hospitalists that have stepped up to help the coverage in pediatrics. A lot of credit was given to Dr. Mimi Benjamin for taking the lead on this program. Dr. Fisher stated the Physician Recruitment Committee has not met in quite a while, and she has requested to have the meetings resume and to have the committee move ahead to help with recruitment of pediatric physicians.

Ms. Thomas made a MOTION to go into executive session at 5:55 p.m., to discuss matters which are confidential by law (medical staff report).

The Board came out of executive session at 6:00 p.m., and took the following action; Dr. Buley made a MOTION to accept the credentialing report as presented. Ms. Morton seconded and it was approved with no objection.

MANAGEMENT REPORTS:

Chuck Bill, CEO report – The Hospitalist program is going well and is close to breaking even. Denials have been overturned with the help of the hospitalists, Dr. Benjamin in particular. Mr. Bill reported that we can expect to see the compliance auditor's report in two to three weeks. Mr. Bill reported that we experienced a power outage on Sunday due to 2 circuit failures. The house supervisor did a great job coordinating during that event. A "hot wash" meeting was held yesterday to review areas of opportunity for future incidents.

Alan Ulrich, CFO report – Mr. Ulrich reported that we will have the new firewalls in place in August.

Billy Gardner, CCO – Mr. Gardner reported that the Sepsis protocol will be rolled out next month. This will be a nursing competency for which they will qualify for two CEUs. Mr. Gardner reported that as of last month, we no longer have a contract with Red Cross for blood bank services. Lab director, John Fortin has conference calls set up with other

suppliers to discuss service options. We do have an alternate source for blood supplies so we are not in danger of having a gap in supplies.

Sally Schneider, CBHO – Ms. Schneider reported that grant reductions for Rainforest Recovery Center (RRC) were reported last week. They will lose \$100,000 but because of the new billing practice for physicians, we should receive \$102,000 a year for that billing. The billing department and medical records will work closely to ensure accuracy. Ms. Schneider reported that a new Org Chart has been created for RRC that clearly identifies team leaders. She reported that an analysis has been conducted for Bartlett Outpatient Psychiatric Services (BOPS) for the number of patients served and the expense of the model by the productivity. She discussed the cost of using locums compared to having our own physicians as well as the progress that is being made towards the recruiting of more physicians. Ms. Schneider said that we are under the final process of finalizing a letter of interest for the CAMHU that has all of the partnership criteria. This letter should be ready to be sent out by Thursday. Mr. Bill is working with Rorie Watt, City Manager, an architect and a realtor to identify land and the requirements that are needed for the CAMHU.

Dallas Hargrave, HR – Mr. Hargrave will be participating in a round table discussion with the Juneau Economic Development Council regarding overall recruitment for Juneau.

Jane Sebens, CLO report – Ms. Sebens stated that her open door policy has resulted in conversations that have taken place that may not have since she moved to the BRH campus. She has been working closely with Beth Mow on contract processing and enjoys working with the Medical Staff and Horthy Springer on the Medical Staff Bylaws and Rules and Regulations revisions.

COMMITTEE REPORTS

Executive Committee – Ms. Davis reported the Committee discussed the following at the Committee;

- Reports from Jane Sebens regarding legal issues
- The CAMHU presentation to CBJ
- Answering service ending at the end of August.
- Blood bank suppliers (which was discussed above)
- Personnel rules amendments
- CEO contract renewal discussions
- ASHNHA's presentation on clinically integrated networks and accountable care organizations

Finance Committee – Ms. Thomas noted that the Board had accepted the June financials, but asked Mr. Ulrich to provide a more in depth review since it is the fiscal year end. Mr. Ulrich gave a summary of the year end statement of revenues and expenses. Ms. Thomas has requested that Mr. Ulrich keep the Board informed of any significant changes.

Ms. Thomas reported that the CBJ Finance Director, Bob Bartholomew, attended the Finance Committee meeting and discussed Bond debt capacity and borrowing opportunities as well as concerns with the increase in pension liability with the State. Ms. Thomas found Mr. Bartholomew's presentation both educational and informational.

Mr. Ulrich reported that the State of Alaska reimbursement rates resulted in a 20 - 25% reduction in both inpatient and outpatient reimbursements. Bartlett is appealing these rates. Premera will be here tomorrow to discuss a new contract.

Ms. Thomas emphasized that Bartlett is cash stable right now but the Board will have to make some tough decisions in the future.

Mr. Ulrich has reported that King and Spalding have reviewed, and Bartlett has submitted the first round of documents to CAHABA in support of our contesting the PERS disallowance. He also announced that our audit will be conducted next

month by an outside auditor. Effective July 1st, we have increased our fees by 4% with the exception of the lab and pharmacy.

Board Quality Committee – Dr. Buley reported that quality initiatives will be discussed at the next Quality meeting scheduled for September 7th. The Focus and Execute goals were reviewed and it was determined that there should be more quality measures included. Discussions around care transition plans were discussed with Case Management. They are trying to determine what the focus should be on and who are considered the highest risk patients in need of a transition plan once they are discharged. The committee also discussed core measures, ER high utilizers, work place violence and the employee compliance rates for influenza vaccines.

BRH Foundation – Mr. Storer reported that asset allocations were reviewed. A recommendation was made at the Foundation Board meeting as to spending funds. A change to the bylaws was discussed and will be reviewed by Beth Chapman, Atty. The annual Gala was discussed and Mr. Storer encourages attendance. The BRH Foundation provides baby boxes to every new parent. Since there are several pallets on hand, storage of these boxes was discussed.

RRC Advisory Board – Ms. Morton reported that the meeting held yesterday was very positive. It was good to see lead RRC personnel in attendance. Statistics were discussed; approximately 400 people received services at RRC in this past year. 70% of patients were there for alcohol treatment, 25% for drug use with heroin and meth being the top tier. Discussions around sleep off and detox were held regarding what would be the most beneficial to the community. Dr. Hiestand has received training to be able to provide treatment for opioid dependence. Dr. Hiestand can prescribe, and Dr. Jones can prescribe and implant, Probuphine for patients with an opioid dependence. Ms. Morton felt that there had been a lot of information covered in this quarterly meeting.

AD HOC COMMITTEES

CAMHU – Mr. Johnson reported that additional detailed data is expected from the Division of Behavioral Health. Talks are continuing with people in the community at State level. The Mental Health board has offered to help with the analysis should we get to the point of applying for a certificate of need. Mr. Johnson also reminded the board that Bartlett is to provide more information to the Assembly in September. Mr. Bill reported that he will be speaking to Randall Burns about the level 5 rates that are supposed to be raised this year.

Governance/Bylaws Committee – Mr. Storer has requested Toni Petrie's assistance in polling the committee to see if they would be available for a meeting the week of August 8th to review the bylaws.

PRESIDENT'S REPORT

Ms. Davis stated that most of the things she would have reported on were discussed during the Executive Committee report. She did express her appreciation to the board members for their contributions by and to the other committees.

Ms. Davis reported that there are already a lot of inter community connections in place for the clinical integrated network.

The August calendar was reviewed. Mr. Storer will attend the Executive Committee meeting on August 1st via telephone. Ms. Thomas will be attending the Credentialing Committee on August 9th. The Quality Committee should be listed as Quality Council. Dr. Buley will not be able to attend the Quality Council meeting on August 10th but Ms. Borthwick will be there. Ms. Knapp is out of town and unable to confirm the Planning Committee on August 11th. Mr. Johnson made a proposal to move it to August 12th. The meeting time will be confirmed after hearing from Ms. Knapp. Ms. Thomas will be out of town for the Finance Committee scheduled for August 18th but will call in. Mr. Johnson would like to schedule a CAMHU meeting at 12:00 on August 8th. The Board of Directors meeting will be held on the 23rd. Ms. Davis had spoken with Mr. Bill about a recruitment committee. It was decided that the recruitment committee would not meet until after the medical staff development meeting is held at some point in the near future. Mr. Ulrich noted that there is a

Compliance Committee meeting scheduled at 3:00pm on August 4th. Ms. Borthwick requested that she gets an invitation since she has not always been informed of past meetings.

Mr. Kendziorek made a MOTION to go into executive session at 7:32 to discuss matters which are confidential matters relating to labor contract negotiations and the patient harm dashboard.

The Board came out of executive session at 8:04. No action was taken.

BOARD COMMENTS:

Mr. Kendziorek reported that he had the opportunity to try our Emergency Room this weekend. He said it was a good experience with the staff; they were very professional and efficient.

Ms. Thomas asked if the triage nurses have had training on crisis intervention with mental health patients recently. Mr. Gardner responded that no, they have not yet but it will be happening. Scripting is being worked on currently. Mr. Ulrich reported that we will have to issue an RFP for security guard services. In the meantime, casual employees are being trained and will be used to provide extra security in the ER. There is also going to be 2 ½ FTEs hired for PAS to ensure adequate coverage in the ED waiting area.

Dr. Buley stated that the recruitment committee should not delay their meeting beyond the three weeks anticipated for the Medical Staff Development Plan. The Medical Staff really wants follow-up. Mr. Bill reported that recruitment is still being done for a pediatrician, surgeon, and psychiatrists but agrees that a meeting should still take place.

Mr. Kendziorek suggests that the Crimson Advantage presentation be emailed to the Board members with a couple of paragraphs of introduction since it could not be presented. Mr. Bill stated that it really should be looked at later as it is more involved than just a viewing.

Ms. Davis, in the spirit of disclosure, reported that she has been contacted by some folks with advice and possible consultation on the increasing the viability and sustainability of Hospice and Home Care following the Moss Adams report. She has not met with Catholic Community Services but was contacted by Dr. Urata and others to see if she would be on their professional advisory committee. She is not on it yet but will advise the board if she is because it would affect her interaction here with the Board for possible funding issues and any other issues that might come up.

Adjourned at 8:15 p.m.