

Bartlett Regional Hospital

BOARD OF DIRECTORS

Minutes

October 25, 2016

5:15 p.m.

Administration Boardroom

Mission Statement

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

CALLED TO ORDER AT 5:15 p.m., by Nancy Davis, President

ROLL CALL

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

Also in attendance:

Chuck Bill, CEO, Alan Ulrich, CFO (by phone), Rose Lawhorne, Director of Emergency, Toni Petrie, Executive Assistant, Dr. Sharon Fisher, Maria Gladziszewski, CBJ Liaison, Katie Bausler, Community Relations Director, Marlowe Dunker, Quality.

Ms. Davis rearranged some items on the agenda. She requested to move the executive session (quarterly compliance report and patient safety dashboard) after the medical staff report. She also requested to add one item to the Executive Session, Medicaid Rate Calculations. She requested to also delete board education from the agenda called Medicaid payment structure, and add one item to new business – The Appointment of a Nominating Committee.

Mr. Kendziorek made a MOTION to approve the agenda as amended. Ms. Knapp seconded. The motion was approved.

Public participation – None

Consent agenda approval

- September financials

Ms. Thomas asked to remove the minutes from the consent agenda.

Mr. Kendziorek made a motion to approve the consent agenda with the removal of the minutes.

Ms. Thomas made suggested amendments to the Minutes. Mr. Kendziorek made a motion to approve the minutes from September 27, 2016 as amended. Ms. Knapp seconded and they were approved.

OLD BUSINESS:

As follow-up to a previous request for more information on BRH providing additional funds to the Housing First Project, Mr. Bill reported he met with the City Manager who contacted Housing First requesting a letter providing details on what the monies would be used for that they are requesting from Bartlett Regional Hospital. We received a letter and it is included in the packet.

Ms. Davis pointed out the letter indicated it was funds from the Bartlett Regional Hospital Foundation, so that would need to be corrected. Mr. Bill indicated staff is waiting for the Board's approval before making additional funds available. Since the letter was vague, Mr. Storer asked the Board if we should ask for more specificity with some accountability they are actually doing what they say they are doing with the funds from Bartlett.

Ms. Morton would prefer the Board write a letter specifying what we would like to see. SEARHC and Alaska Island Community Services (AICS) discussed merging and there was discussion about what that would mean for the Front Street Clinic. Mr. Kendziorek suggested we tell them what we want and let them write the letter. Ms. Davis asked if it was the Board's consensus that we want information that is more specific and if we are not ready to commit an additional contribution until there is better clarification on how the funds will be used. Ms. Thomas would like to revisit our process on how we allocate our funds to all non-profit requests, and what information we require when they request a donation from us. Ms. Thomas would like to see Mr. Bill bring forward to the Board why these additional contributions are good for our hospital and our tax payer's money and the users' money vs. other potential opportunities.

NEW BUSINESS:

Nominating Committee – Ms. Davis said it is time to appoint a nominating committee for 2017. She has asked Ms. Morton to chair and asked Ms. Borthwick to help facilitate. She also announced we have three vacancies coming up at the end of the year. The interviews are scheduled for December 8, 2016.

Medical staff report – Dr. Fisher shared that the Medical Staff discussed the Medical Staff Development Plan at their last meeting. She shared that Mr. Bill announced that the Board approved the hospitalist program to start up again January 2017 and the Medical Staff was very appreciative. They have been meeting every two weeks regarding the Medical Staff Bylaws re-write. There will be more discussion regarding pediatric coverage.

Mr. Kendziorek made a MOTION to go into Executive Session at 5:52p.m., to discuss the Medical Staff Credentialing Report, the Quality Review report, the Patient Harm Dashboard, and Medicaid Rate Calculation. Mr. Johnson seconded and it was approved.

Out of executive session at 7:25 p.m. No action was taken during Executive Session.

Break 7:25p.m.-7:34 p.m.

Back in session at 7:34 p.m.

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

Management reports:

Mr. Bill reported on behalf of Mr. Gardner that we are continuing to look at the OR construction project. There is a meeting next week with the engineers from the City as well as the design team to start narrowing down the cost on the project. It is looking like it will exceed the \$12 million that was budgeted last year and may be closer to \$30 million.

CEO report - Mr. Bill reported we had a site visit from a general surgeon this week.

SEARHC and Alaska Island Community Services (AICS) are looking at merging and sharing resources.

CBHO update – Mr. Bill gave an update on Ms. Schneider’s behalf. There will be new furniture put into the Mental Health Unit. We will start with four rooms for now. Dr. Stauffer is working on transitioning his patients since he is retiring at the end of the year. Mr. Bill is also talking with Mr. Neumeister, the COO at SEARHC on collaborating with them on recruiting a psychologist. There is an interview scheduled with an Advance Practice RN, for later this week. There is also another candidate that is showing some interest from last summer (locum). We are looking at a different model for Bartlett Outpatient Services.

Mr. Bill reported on Mr. Hargrave’s update – There has been a fair amount of progress being made on the collective bargaining agreement. Mr. Hargrave and his staff have been going line-by-line on items on the class and compensation study. The Bartlett Regional Hospital Personnel Rules will be on the agenda for the Assembly in December. The 401 (a) transition to ICMA is continuing to move along and should be done by January.

Ms. Thomas said she heard there was a grant application by SEARHC for some mental health work and it was conflicting with a potential grant application from Bartlett. Mr. Bill said a Federal Grant for Suboxone therapy administration for opioid treatment was given to each of the states. Each state was able to identify where it would be used and Alaska picked Anchorage and Juneau, so now there are a number of organizations involved in those communities that are applying for the grant money. We put in an application as well as SEARHC. There may be others. Ms. Thomas’ concern was SEARHC was actively looking for references in the community, specifically from our City Manager to support their grant application and there was not knowledge at that time that Bartlett was doing the same thing. She wants to understand how this works.

CLO - Ms. Sebens complimented Dr. Fisher on her work as the Chief of Staff this year. She also reported she has been working on a curriculum for new board members. We are at the six-month mark with our work with Hall Render.

Finance Committee – Ms. Thomas reported the CIP budget is due November 14th, so there will be information provided to the Planning Committee and requested that there should be a special meeting combined with the Finance Committee that Mr. Bill and Mr. Ulrich will set up.

Ms. Thomas referred the Board to the handout illustrating an additional appropriation request from BRH to CBJ that was recommended by the Finance Committee to move forward to the Board for approval.

Ms. Thomas made a MOTION that management submit the required appropriation request language to CBJ for \$660,009. Mr. Johnson seconded and it was approved.

Ms. Thomas reported most of the audit fieldwork has been completed. Management has been providing the Finance Committee with a monthly report on the changes from internal financials that we had for FY16 compared to audit adjustments. Ms. Thomas reported there was an email from Noridian (Medicare), that they acknowledged an incorrect payment to Bartlett and they will reimburse us for FY16 discharges upon completion of our FY16 cost report which is still in process estimated at \$1million. Ms. Thomas said that Alan Ulrich and the Finance Committee are planning to do a more thorough report to the Board on the financials on a quarterly basis. The next one should be in November.

At 8:05 p.m. Ms. Morton made a MOTION to extend the meeting until 9:00. Mr. Johnson seconded and it was approved.

Planning Committee – Ms. Knapp reported on a revised CIP cost projection presented to the committee by Mr. Ulrich including an updated “best estimate” of the operating room renovation. The committee would like to see a minimum of a 3-year financial plan before recommending the funds for the renovation.

The Committee is working on new board member orientation plan and at this point is waiting for a draft orientation document from Mr. Bill that pertains to the specific needs of Bartlett. He will work with Ms. Petrie on this.

Ms. Borthwick wanted to know more about the Crimson Market Advantage (CMA) information. Mr. Bill said he would provide an update.

BRH Foundation – Mr. Bill said there was great attendance at the Gala. The live auction was not as good as they had hoped. Two Foundation Board members retired. They have committed to fund another year of the baby boxes. They will also use the funds to send staff for additional behavioral health training.

RRC – Ms. Morton reported there is a feeling of excitement with the new changes and improvement in the services. They have rolled out a new clinical care model this month. The focus is on inpatient and outpatient support so they have implemented a family visitation process. They are now fully staffed. If they get their grant, they will hire two additional therapists. They are developing an orientation manual for staff. They are revising their website.

Governance/Bylaws – Mr. Storer reported the committee has not met recently. He will set a meeting up soon. The hope is to come back in December with the new bylaw revisions. He also reported he would like to formalize the Committee.

CAMHU – Mr. Johnson reported things are moving forward on Request For Proposals (RFP). The primary location is by the skate park. Mr. Bill reported we are going to ask the two organizations that responded to the letters of interest to respond to the RFP. Management will update the Assembly at their November meeting. Ms. Thomas stated that the Board should have time to review the written report before it goes before the Assembly.

Physician Recruitment – Mr. Johnson reported he felt there was very little physician participation on the Medical Staff Development Plan. He said they talked about general surgery and pediatrics recruitment. He heard there is an outfit that would like to open an outpatient surgery clinic in town. Dr. Buley has been working on getting some internal med/peds in the community to help with the strategies identified in these areas.

President's report – Ms. Davis reported we are coming up on board retreat planning. Also, for the Board to start thinking about program/vision and what we need to move forward before we build next year and the following year's budget.

The November calendar was reviewed.

Board comments:

Ms. Knapp enjoyed the foundation dinner and had fun.

Ms. Borthwick asked that people speak louder during the meetings.

Ms. Morton appreciated the general surgery recruitment reception dinner the other night.

Ms. Thomas said it needs to be identified who should be in and out for executive session as far as staff, Chief of Staff, CBJ Liaison, etc.

Adjourned at 9:00 p.m.