

# Bartlett Regional Hospital

3260 Hospital Drive, Juneau, Alaska 99801

907.796.8900 [www.bartletthospital.org](http://www.bartletthospital.org)

## Board of Directors

April 25, 2017

### Minutes

**Called to order at 5:15 p.m., by Brenda Knapp**

#### Attendance

Brenda Knapp, President

Nancy Davis, Past President (by phone)

Bob Storer

Dr. Cate Buley

Lance Stevens

Marshal Kendziorek, Vice-President

Mark Johnson, Secretary

Linda Thomas

Dr. Bob Urata

#### Also in attendance

Chuck Bill, CEO

Alan Ulrich, CFO

Toni Petrie, Executive Assistant

Jane Sebens, CLO

Billy Gardner, CCO

Dallas Hargrave, HR

Maria Gladziszewski, CBJ Liaison

Alex Malter, MD, Chief of Staff

#### Guests in attendance

Deb “mouse” Manowski

**Approval of the agenda** – Ms. Knapp switched the time limit on the Compliance report and the Finance Committee report. Mr. Ulrich asked to move the radiology purchase up ahead of old business. The agenda was approved.

**Public participation** – None

**President’s report** – Ms. Knapp thanked staff for all the hard work on the employee awards banquet and said it was a very enjoyable event. Even the weather cooperated for the tram ride and views from the top. She noted that four Board Members were able to attend, plus our Assembly Liaison.

#### Consent Agenda

A. Board of Directors minutes – March 28, 2017

## B. March Management Reports

### **The consent agenda was approved.**

Ms. Thomas reported the Finance Committee recommended moving forward to the Board the approval of the Siemens Diagnostic equipment in the amount not to exceed \$1.2 million dollars. Mr. Storer seconded and it was approved unanimously.

Ms. Thomas reported that at the Finance Committee meeting, Mr. Ulrich went into a lot of depth on the first quarter financials and wanted that included in the Board minutes.

### **Old business:**

- Catholic Community Services – Mr. Bill reported that CCS sent us a letter documenting their needs from Bartlett. Mr. Bill supports their request to increase funding to \$15,000 a month. Dr. Urata asked if we have done a feasibility study on the hospital taking over the hospice program. *Mr. Kendziorek made a motion that we grant CCS \$180,000 a year, but in \$15,000 monthly payments. Dr. Buley seconded. The effective date would be July 1, 2017. Ms. Davis and Dr. Urata voiced their conflict, due to their involvement with CCS. The Board directed management to move forward. Ms. Knapp asked for a final draft of the agreement. She would like to see expectations on their part. The motion approved.*

**Medical Staff report** – Dr. Malter gave a report on the Medical Staff. They have been putting most of their efforts on the bylaw re-write. He reported they plan to vote on the approval at the next Medical Staff meeting.

### **Committee reports**

- A. Executive Committee – Ms. Knapp reported the Committee discussed the two upcoming joint meetings with the CBJ Finance Committee. Also discussed was the CEO evaluation tool Mr. Kendziorek took the lead on pulling together. Mr. Storer had reported at the Planning Committee that the Assembly approved our Bylaws with one amendment, which was on a three-member committee, only one person may participate by phone.
- B. Governance Committee – Mr. Storer reports; The Governance Committee met and he said they discussed to limit the amount of time during meetings. He also reported they discussed the hospital's Mission and Vision statement. They also discussed the Board manual. They discussed committee charters.

- C. Planning Committee – Mr. Johnson reported they discussed the CAMHU and that the full Planning Committee would continue oversight of children and adolescent mental health issues and administration would move forward on internal improvements and development of crisis stabilization beds in the community. The Planning Committee said CIP items needed to be fully vetted and prioritized. They also discussed the goals for FY18 that came out of the work group.
- D. Compliance Committee – Mr. Kendziorek reported they had their first Compliance/Audit Committee meeting. They spent most of the time talking about the roles and mission for this committee. They looked at a draft charter. They also spent time working on a “work plan” for the future. They would like to start meeting quarterly after the hospital Quality Committee.
- E. Finance Committee – Ms. Thomas reported they reviewed the FY18 budget presentation they will be presenting to CBJ.

**Break 7:05 p.m.**

**Back in at 7:13 p.m.**

CEO report – Mr. Bill gave an update on the pediatric and orthopedic call issue. SAMSHA (Substance Abuse and Mental Health Services Administration) is on site to discuss medically assisted opioid treatment. Mr. Bill reminded the Board that Hospital Week is May 8-12.

*Mr. Kendziorek made a MOTION to go into executive session at 7:55 p.m., to discuss the credentialing report, patient safety dashboards and an employee issue. Dr. Urata seconded and it was approved.*

**Back in session 8:03 p.m.**

- *Mr. Kendziorek made a MOTION to approve the credentialing report as presented and it was approved.*

**Adjourned 8:13 p.m.**