

Bartlett Regional Hospital

**Bartlett Regional Hospital
Board of Directors
Minutes
October 24, 2017**

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

ROLL CALL

Brenda Knapp, President	Marshal Kendziorek, Vice-President
Mark Johnson, Secretary	Bob Storer
Lance Stevens	Dr. Bob Urata
Dr. Cate Buley	Nancy Davis, Past President (by phone)

Others in attendance

Chuck Bill, CEO	Dallas Hargrave, HR
Bradley Grigg, CBHO	Jane S. Mores, CLO
Joe Wanner, CFO	Rose Lawhorne, Asst. CCO
Jason Newcomer, IT Director	Alex Malter, COS
Katie Bausler, Community Relations Director	
Maria Gładziszewski, CBJ Liaison	

PUBLIC PARTICIPATION – None

Mr. Storer added in the Finance Committee section to include two action items.

- A. CIP approval
- B. Contract for fire suppression system

Mr. Storer made a MOTION to approve the agenda as amended. Mr. Kendziorek seconded and it was approved.

CONSENT AGENDA

Mr. Kendziorek made a MOTION to approve the consent agenda. Mr. Storer seconded and it was approved.

- September 21, 2017 Board of Directors minutes
- Board policy manual
- September Management reports

INTRODUCTIONS

Mr. Wanner introduced Jason Newcomer, Bartlett's new IT Director.

OLD BUSINESS

Crisis stabilization update - Mr. Grigg gave an update on the numbers from the most recent meetings that contained edits to the previously submitted information. Mr. Grigg did mention a Certificate of Need will not be needed for this project. He gave an estimate on what we could capture per day per child from Denali Kid Care, which is \$1,200 a day. The particular scenario presented, is if this unit takes over the BOPS building and the adults patients will have to be moved to another site, most likely off campus.

Intake and Evaluation project – Mr. Grigg reported the 1% sales tax did get voted to continue by the City, so we are on the list for the \$2.5 million to renovate Rainforest Recovery Center. CBJ is going to do a walkthrough of the facility on Thursday as it stands currently. The next big step will be to design the RFP for the project.

5-year operating plan – Mr. Wanner reported he was asked to look back at a realistic view of FTE increases over a period of time. Looking back at that last 10 years we have had roughly a 2% increase in FTE's per year on average. We have incorporated that 2% in the model. After you run that out over 5 years it is approximately \$3.0 -6.0 a million dollar loss per year which is unsustainable. He also did a 5-year operating plan and looked at what would 5 years look like if we got the FTE's down to the FY18 budget levels, this would have us above break even after the end of the demonstration program.

NEW BUSINESS – none

MEDICAL STAFF REPORT

Dr. Malter gave a brief report on the medical staff report. There were no issues to bring forth to the Board.

Mr. Kendziorek made a MOTION to go into executive session at 6:05 p.m., to discuss the credentialing report, patient safety dashboards and the harm threshold. Mr. Johnson seconded and it was approved.

Back in session at 6:10 p.m.

Mr. Kendziorek made a MOTION to approve the credentialing report. Mr. Storer seconded and it was approved.

CEO REPORT

Mr. Bill reported we received four responses on the operational RFP. We are not ready to announce who the winner is at this point. The Executive Committee will take this up at their November meeting and the information should be made public by then.

He announced we have had a couple developments in the medical oncology field. Dr. Kasabai will be able to see patients 2-3 days a month. Dr. Chatta might be able to come up for 2-3 days as well. This will give us some flexibility with succession planning. We have also been approached by Dr. Undurraga Pearl. He is finishing up his trauma fellowship and is possibly interested in

moving to Juneau. Mr. Bill was elected by ASHNHA to be their Chair Elect, then Chair, then Past Chair. It will be a three year term. He assured the Board he spoke with CBJ beforehand about any conflicts. Mr. Bill met with Dr. Peimann this evening regarding ER and safe holding. There was a lengthy discussion on what is currently being done and some ideas of what can be done.

COMMITTEE REPORTS

- A. **Finance Committee** – Mr. Storer reported the Finance Committee reviewed the information provided on the crisis intervention center in depth. This item is to be removed from the CIP and be revisited at a later date. Mr. Wanner reported on an in-depth review of the financials to the Finance Committee as well as an overview to the full board. Patient days remained up in September. Census has stabilized for October. Outpatient revenue increased in September. There were decreases in the Emergency Department and Radiology. Surgery remained consistent from August through September. The contractals were reviewed in-depth by the Finance Committee.

There are currently four items from the CIP that need to be addressed fairly soon. One is the siding on the Administration building, replacement of the roof on the Medical Arts building, Rainforest Recovery Center update, which would come from the sales tax dollars and then the asphalt on the road going to the Juneau Medical Office building.

Mr. Storer made a MOTION to accept the recommendation for the CIP as approved from the Finance Committee. Dr. Urata seconded and it was approved.

Non-budget item – A fire suppression system for the server rooms that is intergas, not water based. \$253,000 is the total. *Dr. Urata made a MOTION to approved. Mr. Kendziorek and it was approved.*

- B. **Planning Committee** – Mr. Johnson reported the Committee discussed an update on the crisis resolution, which was previously discussed at this meeting as well as the CIP items. In addition, a discussion on the annual strategic planning session for the full board was discussed. The Committee discussed whether or not the Board should wait until the operations report comes back and/or if they should also wait until January when the new board members come on. This discussion will continue. Maria Gladziszewski said she would like the Boards feedback on what the City should be looking for on incoming board members. There are going to be three vacancies.
- C. **Governance** – Mr. Storer reported the committee reviewed the Board manual which was approved tonight by the full board. He said they need to work on next steps. They also discussed board self-evaluations. They decided to start with the Committee before the entire board. They discussed creating an IT Governance Committee as a separate committee. They also discussed since they are a new committee they should be meeting more frequently.

D. **Compliance Committee** – Mr. Kendziorek reported the Committee met and the finalized their committee charter. They also went over the code of conduct policy. They reviewed the status of the policies and procedures that Hall Render presented. They talked about the compliance training Ms. Plano has been giving to the staff. Ms. Plano discussed plans for the department. This next year they are hoping to focus more on monitoring on monitoring auditing after the compliance and procedures are complete.

NOVEMBER CALENDAR

November calendar was reviewed. The Executive Committee was moved to November 9th.

Adjourned at 7:20 p.m.