

# Bartlett Regional Hospital

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**Bartlett Regional Hospital  
Board of Directors  
Minutes  
April 28, 2015**

**Called to order at**

**Roll call**

**Present**

Nancy Davis, Vice-President  
Linda Thomas  
Lauree Morton  
Mark Johnson

Mary Borthwick, Secretary (by phone)  
Kristen Bomengen, Past President  
Brenda Knapp  
Alex Malter (by phone)

**Absent**

Bob Storer, President

**Others present**

Chuck Bill, CEO  
Toni Petrie, Executive Assistant  
Alan Ulrich, CFO  
Karen Crane, CBJ Liaison  
Kendri Ceasar, Hospital attorney

Mila Cosgrove, HR  
Billy Gardner, CNO  
Dr. Heine, COS  
Jane Sebens, CBJ Law

**Public participation – None**

Ms. Thomas March 24<sup>th</sup>, March 30<sup>th</sup>, Mr. Johnson seconded. They were approved as amended.

**OLD BUSINESS:**

Juneau Emergency Medical Associates “JEMA” – There was information included in the packet describing the changes to the JEMA contract. This was included to help give the Board a chance to have a discussion on moving forward. JEMA would like to take over their own coding/billing and not have Bartlett Regional Hospital “BRH” do it for them anymore. The contract will come back to the Board as the details become clearer.

Ms. Davis asked each of the Board members if they had any questions or concerns with the JEMA contract.

Mr. Bill said they have met with JEMA's leadership and they are ok with delaying signing the contract until further review. They signed an extension until December.

Ms. Thomas said she talked with Dr. Peimann he told her it would be very helpful for them to have a written timeline as it moves forward for signing. Ms. Thomas asked Mr. Bill to work with Dr. Peimann.

Ms. Bomengen said it would be helpful to see things in a written summary form.

Ms. Knapp said it makes sense for the hospital to move forward with the contract.

Ms. Bomengen said it will be an impact on our community because we will be generating another bill aside from the one that comes from the hospital. She wants this communicated well to the community so everyone knows what to expect.

Ms. Crane reiterated Ms. Bomengen's concern and said most people in the community don't understand how the billing works at BRH and they don't expect more than one bill when they come for services.

Dr. Malter said it's his impression this is the first time it's been discussed at the Board level. He wants to know if Administration is supportive of this.

Mr. Bill said Administration is supportive of this and feels it will reduce our risk exposure to a certain degree. At the same time, JEMA feels it will reduce their risk as well. He doesn't feel it will change the relationship with JEMA.

Mr. Johnson would like it spelled out very clear on what to expect for how many bills a patient will get.

Ms. Morton likes the idea of getting separate bills that define each service.

Ms. Crane asked if JEMA were to have billing problems, would the responsibility rest solely with JEMA or could some of that bounce back on the hospital. Ms. Sebens and Ms. Cesar said that's a big piece they want to look at.

Ms. Davis said it pleases her to know there are other hospitals that have the same arrangement as what JEMA wants to do. She said it's important to have continuity of services in our Emergency Department. It's important how we handle the transition and how well we communicate the change to the community. Ms. Davis said if anyone thinks of anything they would like to discuss regarding the JEMA contract, to get in touch with Mr. Bill.

Revised budget – Mr. Bill said the budget that went to the Assembly didn't include the projections for the JEMA contract. The revised budget now includes those numbers. Mr. Bill

and Mr. Ulrich will be having a discussion with Mayor Sanford and Kim Kiefer, City Manager, tomorrow to look over the revisions.

***Ms. Thomas made a MOTION to approve the revised projected 2016 budget related to the JEMA contract as presented to CBJ. Mr. Johnson seconded. The motion passed by a roll call vote.***

Steris Sterilizers – This purchase was tabled at the March board meeting. The staff went back to Steris and got a \$37,000 price reduction and the purchase was moved forward.

***Ms. Thomas made a MOTION to ratify the purchase of the Steris Sterilizers in the amounts of \$124,180 & \$ 36,599 through Amerinet. Ms. Bomengen seconded. The motion passed.***

Hospitalist program – Mr. Bill said BRH has been talking about establishing a Hospitalist program for quite some time. Mr. Bill and Mr. Ulrich updated the numbers from what was presented back in 2012 by Dr. Urata. It's possible the hospital could make a little money by doing this. Mr. Bill's recommendation is to move forward. SEARHC said they would help fund the analysis because they would like to participate in the program. Dr. Heine said a wide variety of the Medical Staff is in support of this program and he has seen this work well at other facilities. Dr. Heine said there are a number of studies that show improved quality of care and lengths of stay.

Ms. Bomengen said we have had a hard time recruiting and asked how optimistic are we that we will be able to recruit the physicians to staff the Hospitalist program. Mr. Bill said he feels it will not be as hard for this as it's an employed position. He also noted there are a few physicians that have approached him that are interested and they are local, which would be his preference.

Ms. Thomas said back in January 2013 the Board made a motion to approve the Hospitalist program. She said the reason it didn't happen was because of the cost.

***Ms. Bomengen made a MOTION to approve administration to move forward on the Hospitalist program. Mr. Johnson seconded and it was approved by a roll call vote.***

#### **COMMITTEE REPORTS:**

Executive Committee – Ms. Davis referenced the minutes that were included in the packet and would be happy to answer any questions.

Finance Committee – Ms. Thomas reported the minutes are included in the packet. The Finance Committee approved the credit card policy that was presented. She noted that Mr. Ulrich worked with CBJ and found that JP Morgan Chase was the best way to move forward with credit cards. The motion was to approve the policy and going with JP Morgan Chase.

*Ms. Thomas made a MOTION to approve administration moving forward with JP Morgan Chase for the hospital credit cards as well as the credit card policy. Ms. Bomengen seconded and the motion passed.*

*Ms. Thomas made a MOTION to approve the Omnicell CSM software in the amount of \$51,048.54, the histology equipment in the amount of \$87,782 and for the full board to ratify the Omnicell Scanner in the amount of \$30,486.06. Ms. Bomengen seconded and the motion passed by a roll call vote.*

Mr. Ulrich gave the March financial report which was included in the packet.

Board Quality Committee – Mr. Johnson reported the Board had its first meeting for the Board Quality Committee meeting. Ms. Rogers will provide the organizational chart for all the different quality committees the hospital has. Mr. Johnson said Mr. Storer wanted him to poll the Board to see if they wanted to have the quarterly quality reports done by the directors on a separate day so it doesn't get rushed and people will have time for Q&A's. Also, discussed was best practices and what would be appropriate for the size of Juneau.

Hospital Quality Council – Mr. Johnson reported this committee handles confidential information, so it's difficult to report on. Ms. Davis encouraged the Board if they had any questions or concerns to give them to Mr. Johnson.

Planning Committee – Ms. Morton reported they met and discussed the purpose of the committee. They are thinking about making the meetings every other month, alternating with the Executive Committee. Most of the meeting was going over the Focus and Execute Tool. Ms. Morton said she was made aware that the CBJ requires the hospital to have a Facilities Committee.

Bartlett Foundation – Ms. Thomas reported there was a three hour board retreat. They have a new website and she encouraged everyone to look at it. The Seafood Gala is moving forward. They are having it at the Elizabeth Peratrovich Hall. Mr. Bill will bring forward a list of funding needs to the Foundation. The gift shop has a better software system that helps keep better track of their inventory. There were some changes to their mission statement. There was an annual report that Ms. Thomas will provide the report at the May meeting.

Rainforest Recovery Center – Mr. Bill reported that it had low attendance, but they discussed physician recruitment for psychiatry and the resignation of the RRC/MHU Director. Ms. Watts attended and discussed population health management with integrating behavioral health on a primary care basis.

CAMHU – Mr. Johnson said the McDowell Group has been working on the Gap Needs Analysis. In the meantime, Mr. Bill and Mr. Ulrich are working on developing a Business Model Analysis. Mr. Johnson said the Board CAMHU Committee will get together once the Needs Analysis is done.

Dr. Malter asked if we were optimistic to get information from behavioral health and Mental Health Trust. Mr. Bill said we could ask them what they have learned in this process, but it goes above the scope of what we have asked them to do.

Physician Recruitment - Mr. Johnson reported the committee met last week. The topics were the recruitment of an OB/GYN (there is a candidate that will join Dr. Wagoner's clinic), Psychiatry, Pediatricians, General Surgery and the Hospitalist program. Mr. Johnson would like to develop an ongoing plan for recruitment to look at where we were a few years ago, where we are now, and where we want to be moving forward.

***Mr. Johnson made a MOTION on behalf of the Physician Recruitment Committee to recommend the development of a recruitment plan for general surgery. Ms. Knapp seconded and it was approved.***

#### **MANAGEMENT REPORTS:**

Mr. Bill went over his management report (included in the packet). He highlighted the luau event during hospital week on Thursday, May 14<sup>th</sup>. The hospital wide employee survey has begun. The Medicaid Rural Demonstration Project is not moving forward at this point in time. The Lobbyists are looking for other bills to attach it to. It would cost the hospital \$4 million dollars if it doesn't go through. Mr. Bill would like to start the dialogue with the Finance Committee to come up with a plan just in case.

Medical Oncologist – Mr. Bill said we are working on developing a lease with Southeast Radiation Oncology for space to provide oncology services by Virginia Mason Medical Center. Mr. Bill said he sees this as an operational administrative move, but also has community impact as it will allow patients to get their treatments done in one place.

SEARHC – Mr. Bill is continuing to find ways to collaborate with legal on our structure and SEARHC's structure for providing biomedical needs and plant service's needs. SEARHC is looking closely at working with us on the Hospitalist program.

Restructuring Behavioral Health – Mr. Bill said Ms. Brown resigned her position as the Behavioral Health Director. We are going to recruit for an interim until we fill the position permanently. Mr. Bill said we are going to look for a Chief Behavioral Health Officer. This position would be a part of the Senior Leadership Team. Mr. Bill said he would be changing Billy Gardner to a Chief Clinical Officer instead of a Chief Nursing Officer and Radiology, Dietary and LAB will start reporting to him.

Mr. Gardner announced the Medical Staff pulled together a Nurse of the Year award and Laura Gregovich was chosen as the winner. Mr. Gardner also announced that on Friday we are hosting the University of Alaska Southeast nurse graduation luncheon.

***Ms. Morton made a MOTION to extend the meeting until 9:00 p.m. Ms. Bomengen seconded and it was approved.***

President's report – Ms. Davis gave the report on Mr. Storer's behalf. She and Mr. Storer have been working together on agendas, the JEMA proposal information and working closely with the CEO.

Dr. Heine went over the Medical Staff Rules and Regulations Provision of Care – CMS requires in writing if it's observation or inpatient for billing purposes. Ms. Bomengen asked for information on what the changes mean. Mr. Bill offered to make this part of our Board education.

***Ms. Bomengen made a MOTION to approve the Medical Staff Rules and Regulations Provision of Care amendment. Ms. Thomas seconded and the motion passed.***

***Ms. Bomengen made a MOTION to go into executive session at 8:13 p.m., to discuss matters which are confidential by law (Credentialing report and Human Resource items). Ms. Knapp seconded and the motion passed.***

Out of executive session at 8:59 p.m.

***Ms. Morton made a MOTION to extend the meeting until 10:00 p.m. Mr. Johnson seconded and the motion passed.***

***Ms. Bomengen made a MOTION to approve the Credentialing report. Ms. Morton seconded and the motion passed.***

***Ms. Morton made a MOTION to go into executive session at 9:02 p.m., to discuss matters which are confidential by law. Mr. Johnson seconded and it was approved.***

Out of executive session at 9:37 p.m.

***Mr. Johnson made a MOTION to approve a performance incentive for the CEO for his first year, in agreement with the terms of his employment agreement, in the amount of \$8,000. Ms. Knapp seconded and it was approved by a roll call vote.***

Adjourned at 9:40 p.m.