

Bartlett Regional Hospital

Bartlett Regional Hospital board of directors

September 21, 2017

Minutes

ROLL CALL

Brenda Knapp
Linda Thomas
Cate Buley, MD
Bob Storer (by phone)

Marshal Kendziorek
Nancy Davis
Bob Urata, MD
Lance Stevens

Chuck Bill, CEO
Joe Wanner, CFO
Bradley Grigg, CBHO
Alex Malter, MD, Chief of Staff

Billy Gardner, CCO
Dallas Hargrave, HR
Toni Petrie, Executive Assistant

GUESTS

Dr. Joe Roth
Dr. Joy Neyhart
Dr. Nicholas Newbury
Dr. Priscilla Valentine

Dr. Nell Wagoner
Dr. Steve Strickler
Dr. Amy Dressel

APPROVAL OF THE CONSENT AGENDA – Ms. Thomas asked to pull the minutes off the consent agenda for discussion.

Mr. Kendziorek made a MOTION to approve the consent agenda as amended.

Ms. Thomas noted that she would like to see more detail reflected in the minutes.

Ms. Thomas made a MOTION to approve the minutes. Mr. Kendziorek seconded and they were approved.

PUBLIC PARTICIPATION – Dr. Newbury, OB/GYN, addressed the Board requesting the hospital's assistance with financial support in recruiting another OB/GYN. He said his practice has gotten really busy since he got here and he is concerned about "burn out."

Dr. Urata noted that he had a conflict of interest regarding this topic. Dr. Urata asked if locums have been considered. Dr. Newbury said he has considered that, however he feels women want to have the personal care provided by the same person and not someone that just travels to Juneau with no community investment.

Dr. Neyhart, Dr. Wagoner and Dr. Dressel addressed the Board in support of recruiting another OB/GYN.

Dr. Roth addressed the Board speaking on behalf of Valley Medical as the President. Their clinic is not in support of the hospital financially helping to recruit another OB/GYN. They have offered to help support Dr. Newbury so he can take time off.

OLD BUSINESS

Child adolescent crisis resolution update – Mr. Grigg prepared a document that addressed personnel costs for the crisis stabilization beds. The unit would not be inside the hospital. He stated we would be able to keep more kids in Juneau by this option so not to have to send them out of town. If they are kept here it could be up to 7-10 days, but if we had to send them out it would be a minimum of 30 days. Plan is to bring forth all other projected costs to the October Board Meeting.

Dr. Newbury's request – Mr. Bill provided a one page document regarding Dr. Newbury's request. Ms. Davis spoke in support of bringing additional OB/GYN services to the community. Ms. Thomas asked what the investment costs are and would the hospital be willing to do the same if other needs are identified. Mr. Bill said if the Recruitment Committee identifies the need we definitely would. We added that the cost would be \$60,000 and \$30,000 for relocation and \$30,000 for student loan repayment. Dr. Buley supports a .5 FTE for gynecology, but not the OB component. Dr. Newbury said that would not work, due to the fact he needs someone to manage his practice if he is not in town and that would need to include OB.

Ms. Davis made a MOTION to approve recruitment support according to Bartlett Hospital and board policy limits in order support recruitment for and additional OB/GYN. Mr. Kendziorek seconded and it was approved by a roll call vote 5/2. Dr. Urata recused himself from the discussion and the motion. Dr. Buley voted no, Linda Thomas voted no. Nancy Davis voted yes, Brenda Knapp voted yes, Marshal Kendziorek voted yes, Lance Stevens voted yes and Bob Storer voted yes.

Mr. Grigg gave an update on the substance abuse intake and evaluation projects supported by the 1% sales tax money that was previously approved. He reported he took members of CBJ on a tour of RRC and what the next steps are. He said he will be meeting with CBJ Engineering to talk about what the facility could look like if those funds could be used to improve RRC. He will report back to the Board in October with an update on that discussion. Ms. Davis asked if the funds were part of the new 1% sales tax or the previous 1% sales tax. Mr. Bill said if the 1% does not pass in the upcoming election then the Assembly will need to make a decision if they want to move forward with this project because it is listed as part of the overall capital for the project.

5-year operating plan – Mr. Bill included a draft of the hospital's 5-year operating plan. Mr. Wanner reported this document is still a work in progress. Ms. Thomas said in addition to this document, she would like to see some sort of "stress testing" if the assumptions do not carry through (such as salaries and wages). Mr. Bill will bring back a new document at the October board meeting.

Juneau Housing First donation request – Juneau Housing First is requesting the hospital donate an additional \$39,800 for the project to help complete construction costs. Mr. Bill recommends the donation.

Dr. Urata made a MOTION to approve the expenditure of \$39,800 to Housing First. Mr. Kendziorek seconded. Ms. Thomas is in support of the motion, but has concerns how the information was presented in the packet. She would have preferred a summary and the information going through a committee first. *The motion passed.*

NEW BUSINESS

Mr. Bill reported on the RFP for a financial consultant to do an operations review of the organization by service line looking for opportunities both to improve efficiencies and also opportunities to increase revenues. Ms. Knapp said moving forward, she has appointed a three-member task force to review the results. Lance Stevens, Bob Storer and Dr. Bob Urata. The estimated cost for the project is between \$50,000-\$100,000 dollars. The report should be ready to come back to the Board either March or April.

Board policy regarding contributions – Mr. Bill put a draft policy together on hospital contributions. Ms. Knapp recommended sending the policy to the Finance Committee for the October meeting before the Board takes any action.

MEDICAL STAFF REPORT

Dr. Malter reported there were no outstanding items from the previous Medical Staff meeting.

Mr. Kendziorek made a MOTION at 7:30 p.m. to go into executive session to discuss the following;

- A. Credentialing report
- B. Patient Safety Dashboard
- C. Medication events
- D. The handling of confined IT data intrusion

Mr. Stevens seconded and it was approved.

Out of executive session at 7:44 p.m.,

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

BREAK

CEO report – Mr. Bill reported we are in the middle of flu season and the hospital is really pushing to get staff vaccinated or per our union contract. If they do not they have to wear a mask. Over 400 employees have been vaccinated so far. Mr. Bill asked board members if they would be interested in getting their flu shot at the hospital. Mr. Bill said CBJ is looking at possibly underwriting the loan to the 88 bed assisted living facility. Mr. Bill reported we are working on the end of summer celebration. He talked with the

cruise ship industry and they are willing to help support celebrating the beginning of cruise ship season. The Foraker is having training regarding high performing boards.

COMMITTEE REPORTS

Finance Committee – *Ms. Thomas made a MOTION on to approve the Zoll R Series Defibrillators forward to the Board of Directors for approval in an amount not to exceed \$215,000.* (These would be replacing the 11 cardiac defibrillators and monitors on crash carts located throughout the hospital. Current defibrillators have exceeded their useful life of 4 – 6 years; battery packs for these units have been recalled and are no longer supported.) *Dr. Urata seconded and it was approved.*

Ms. Thomas made a MOTION to accept management’s recommendation regarding the funded depreciation for FY16 & FY17 as previously discussed by the Board of Directors at prior meetings. Dr. Buley seconded and it was approved. Ms. Thomas amended her motion to reflect based upon audited depreciation.

Ms. Thomas made a MOTION to also accept management’s recommendation regarding funded depreciation for FY18 as previously discussed by the Board of Directors based upon audited depreciation. Ms. Davis seconded and it was approved.

Ms. Thomas made a MOTION to fund depreciation monthly and to approve that amount during the annual budgeting process in an amount recommended by management and then reconciled at the after the audit for that fiscal year. Mr. Stevens seconded and it was approved.

Ms. Thomas said the Finance Committee reviewed the August financials. There was a net gain of \$490,000 in August, which includes \$250,000 from the Rural Demonstration Project. That brought our ytd net gain to \$136,000. That’s based upon \$16.5 million dollars in operating revenues. Salary and wages were up. There was discussion on contract labor and how to improve on those.

Mr. Kendziorek made a MOTION to extend the meeting to no later than 8:45 p.m. Ms. Davis seconded and it was approved.

Ms. Thomas reported we are in the midst of the financial audit and we should the results should be back to the Board approximately by November.

Board Quality – Dr. Buley reported we have hired a new Risk Manager. There have several few cases of Sepsis reported. eClinical Works training started this month.

Dr. Buley reminded everyone about the QAPI reports on December 6th. They went over the quality dashboards. There was a good presentation on Antimicrobial Stewardship Program. There was a presentation from Katie Bausler on quality and safety advertising. Transitional care management was discussed. There was a pilot done by the Hospitalists and SEARHC and the Committee is taking the information from both of those and trying to develop a plan so discharge planning and follow-up will be a program that will go to all the clinics and they will be assigned a case manager for the high risk patients. They discussed ER high users. The EDIE Software program contract was signed. This is an information

exchange program where when a patient comes into the ER BRH will be able to look up their information in Washington and Alaska (medications they are on etc.).

The October, November and December board calendars were reviewed. In November the Finance Committee moved to November 21st. Also, in December the Finance Committee was moved to December 19th and the Board of Directors meeting was moved to December 21st

Adjourned 8:32 p.m.