

# **Bartlett Regional Hospital**

## **BOARD OF DIRECTORS**

**December 21, 2017**

### **MINUTES**

**CALLED TO ORDER AT 5:15, by Brenda Knapp**

#### **ATTENDANCE**

Brenda Knapp, President  
Mark Johnson, Secretary  
Bob Storer  
Linda Thomas  
Lance Stevens

Marshal Kendziorek, Vice-President  
Nancy Davis, Past-President  
Bob Urata, MD  
Cate Buley, MD

#### **OTHERS IN ATTENDANCE**

Chuck Bill, CEO  
Joe Wanner, CFO  
Toni Petrie, Executive Assistant  
Alex Malter, MD, Chief of Staff  
Jane Mores, CLO

Billy Gardner, CCO  
Bradley Grigg, CBHO  
Dallas Hargrave, HR (by phone)  
Theresa Shanley, MD

**APPROVAL OF THE AGENDA** – was approved as presented

**PUBLIC PARTICIATION** – None

#### **CONSENT AGENDA**

- A. Minutes
- B. Management reports
- C. November financials

The consent agenda was approved as presented

#### **OLD BUSINESS**

Intake and evaluation project update – The RFP for design went out and closed on December 15<sup>th</sup>. We had two local agencies apply. The proposal review committee consists of three CBJ employees and three hospital employees. The proposals will be reviewed next week to select a winner. There was a walk-through of the facility by CBJ Engineering staff and two of the proposers. We should know by the January board meeting who was awarded the RFP. By mid-summer we should have a design team putting together the plans. The Board will have an opportunity to review the design(s).

## **MEDICAL STAFF REPORT**

Dr. Malter reported on the medical staff meeting where 2018 Officers were elected. Dr. Shanley will become Chief of Staff, Janice Sheufelt is stepping off as Secretary, Noble Anderson will replace her as Secretary, Dr. Don Schneider will be Chief of Staff elect and Dr. Alex Malter will become the past Chief of Staff.

Dr. Buley and Dr. Urata wanted to disclose they work for other healthcare organizations and are not involved in setting salaries and wages at their organizations.

***5:27 Mr. Kendziorek made a MOTION to go into executive session at 5:27 p.m., to discuss credentialing report, patient safety dashboard, union negotiations, self-disclosure and a confidential personnel matter. Dr. Urata seconded and it was approved.***

Out of executive session 6:43 p.m.

Ms. Knapp recognized Nancy Davis for her years of service on the Bartlett Regional Hospital Board of Directors and presented her with a plaque and an engraved leaf will be placed on the Bartlett Foundation's Giving Tree in her name.

Ms. Knapp also recognized Dr. Malter for his year of Chief of Staff and an engraved leaf will be placed on the Bartlett Foundation's Giving Tree in his name.

Ms. Thomas wanted to recognize Ms. Davis for her years of service on the board as well and reiterated all the meetings Ms. Davis attended during this time.

***Ms. Davis made a MOTION to approve the credentialing report as amended by the deletion of a provider that should not have been listed. Mr. Kendziorek seconded and it was approved as amended.***

**CEO REPORT** – Mr. Bill reported he attended the ASHNHA conference to discuss their legislative priorities that may have impact on the small hospitals to help come up with the right positions to take. Mr. Bill announced we have been able to complete the recruitment process with Dr. Kim Kilgore, pediatrician, and she will be on the pediatrics call rotation. He announced this will replace Dr. Siddeek on the schedule as he will be leaving this summer. He announced we have contracted with Dr. Matt Taintor, Dr. Noble Anderson and Dr. Steve Greer as employees to join our hospitalist program. This will help enhance our pediatric coverage and reduce our hospitalist program costs.

## **COMMITTEE REPORTS**

**Finance Committee** – Ms. Thomas reported the Finance Committee met on Tuesday and discussed union negotiations in executive session. They discussed the PERS appeal for 2011-2013. They went over the November financials. The Finance Committee said they are working on a longer-term budgeting process.

**Board Compliance Committee** – Mr. Kendziorek reported on the meeting that was held earlier this month. He reported the committee focused on additional compliance training. They also looked at the OIG work plan and will continue to go over that plan moving forward. There was discussion about

physician training moving forward. They are working on a schedule to provide training for all staff. They went over the compliance dashboard.

**Planning Committee** – Ms. Davis reported the committee discussed the child and adolescent crisis resolution program and it will continue to remain on the agenda moving forward. They discussed the need for a master facility plan. The one that was done a few years ago was never adopted by the Board. The Planning Committee would like to ask the Board to move forward with Administration in creating a RFP in order to have good information in hand. The Committee went over ASHNHA’s legislative priorities.

**QAPI** –Ms. Davis reported there was a QAPI presentation earlier this month that was attended by approximately five board members. Mr. Kendziorek reiterated the importance for board attendance at these presentations as a lot of work goes into them and to show the importance of what each department does.

**BARTLETT FOUNDATION** - Mr. Storer announced the Bartlett Foundation discussed the Board Liaison and the CEO would serve as non-voting members. Mr. Storer will be a board member of the Foundation and not the hospital board liaison representative.

**Adjourned 7:45 p.m.**