

# Bartlett Regional Hospital

## Board of Directors

### Minutes

May 22, 2018

**CALLED TO ORDER AT 5:30 p.m., by Brenda Knapp**

#### **ATTENDANCE**

Brenda Knapp, President

Bob Storer

Bob Urata, MD, Vice President

Linda Thomas

Lance Stevens

Marshal Kendziorek

Mark Johnson

Cate Buley, MD

Rosemary Hagevig

Maria Gladziszewski, CBJ Liaison

#### **ALSO IN ATTENDANCE**

Chuck Bill, CEO

Dallas Hargrave, HR

Joe Wanner, CFO

Theresa Shanley, Chief of Staff

Debbie Kesselring, Med Staff Director

Grace Gonzalez, Credentialing Specialist

Billy Gardner, CCO

Bradley Grigg, CBHO

Jane Mores, CLO

Rose Lawhorne, ASST CCO

Suzette Nelson, Executive Assistant

**APPROVAL OF THE AGENDA – *Mr. Kendziorek made a MOTION to approve the agenda. Mr. Urata seconded and they were approved as amended.***

**PUBLIC PARTICIPATION – None**

**BOARD EDUCATION-** Ms. Kesselring provided the Board a broad knowledge of credentialing processes. She educated the Board on the difference between credentialing and privileges and what is in credentialing files. Ms. Kesselring provided the legal expectations at the request of Ms. Thomas. Ms. Thomas expressed that BRH's Credentialing department does an outstanding job with their credentialing process. Ms. Knapp would like to see the next step in finding a new board member to take this responsibility when Ms. Thomas retires from the board.

Mr. Bill requested to pull HR's Management report off the consent agenda. Ms. Thomas requested to pull CCO's report.

**CONSENT AGENDA**

- A. April 24 Board of Director Minutes
- B. April management reports

**HR MANAGER REPORT** - Mr. Hargrave stated that the unofficial count was ratified for the tentative union agreement. He made a recommendation that the board approves the terms of the three year tentative agreement and to move it forward to the Assembly for normal ratification, pending final count. A discussion was held to clarify benefits. Mr. Bill provided knowledge regarding the benefits for our BRH employees. Mr. Wanner stated that he will provide a breakdown of the differences between fixed cost benefits versus variable costs.

*Ms. Hagevig made a MOTION to move forward a recommendation to the assembly to accept this HR agreement for ratification. Dr. Urata seconded and it was approved.*

In response to a question by Ms. Thomas, Mr. Bill stated the variable benefit increase is covered under the estimated dollar impact for the rate increase.

**CCO REPORT** - Mr. Gardner clarified a question for Ms. Thomas regarding employee turnover.

*Mr. Kendziorek made a MOTION to approve the April 24, 2018 Board of Directors consent agenda as amended. Ms. Hagevig seconded it and they were approved.*

OLD BUSINESS:

Moss Adams project update: Additional data reports have been received from Moss Adams. Mr. Wanner stated that he and Mr. Bill will review the report with them for accuracy on June 29<sup>th</sup>. A later date will be determined for presentation to the Board.

NEW BUSINESS:

CEO evaluation process & timeline- Ms. Knapp shared with the Board that the Executive Committee reviewed this agenda item. A decision was made to send the CEO Evaluation Survey Monkey to Med Exec, SLT, direct reports, board members, Mr. Bill, and city manager. Ms. Knapp requested the Board fill out the survey within the week and move forward. When results are compiled, a review is to be completed by Executive Committee with Mr. Hargrave to determine CEO goals for next year. These goals will be discussed at the next board meeting. Ms. Knapp would like the process to be completed in June or July.

**MEDICAL STAFF REPORT** – Dr. Shanley stated the committee met on May 1<sup>st</sup> and discussed normal business. Dr. Vanderbuilt did a presentation regarding pathology and shared that Dr. Norm Thompson, Pathologist, will be retiring.

*Mr. Kendziorek made a MOTION to go into executive session at 6:16 p.m.*

Out of executive session at 6:22 p.m.

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

**CEO REPORT** – Mr. Bill provided a handout regarding the AK legislation regarding Medicaid suspension in ASHNHA’s weekly update. The governor requested an extra 3.1 million for API, primarily for staffing so they can increase their staffing ratio and their salaries. House Bill 312 was passed. Mr. Bill shared that he has been reaching out to other state hospital CEO’s regarding this issue. A Doodle Poll is to be completed regarding strategic planning. We are anticipating the Joint Commission (JC) to visit BRH soon. Mr. Bill addressed the Board’s questions regarding the expectations of what the JC will look into.

In an ongoing report about Mental Health holds in the ED, Mr. Bill stated the long term answer for this is crisis stabilization. He met with Dr. Benjamin and Dr. McPherson regarding protocol, and researching best practices until that time comes. They are looking to the state of WA, and will pull additional data on behavioral health care. We will be making one of the rooms in the ED into a swing room or a psych room, giving us two safe rooms in ED. Mr. Bill stated that this boarding process is not a new problem – it’s been a forever issue that we have been enduring.

6:59 pm break

## **COMMITTEE REPORTS**

Finance Committee – Mr. Stevens shared that the month of April had somewhat of a challenge. We do have cash on hand to cover the gaps. We are starting to see a reduction in self-payers.

***Dr. Urata made a MOTION to approve funded depreciation for FY 2019 to be booked monthly based on financial statements and trued up for audit at end of the year. Ms. Hagevig seconded and it was approved with no objections.***

***CAMHU project:*** There was an in depth discussion on removing the designation of Funds reserved for the CAMHU project. The Finance Committee recommends removing restrictions and Re-designating funds for another project as appropriate at a later date.

***Mr. Kendziorek made a MOTION to approve the Finance Committee’s recommendation to remove the designation of the 10 million dollars set aside for the Child Adolescent Mental Health Unit (CAMHU) and re-designating funds for another project as appropriate at a later date. Mr. Storer seconded. A roll call vote was called for and the motion was approved 8/1. Brenda Knapp voted yes, Marshal Kendziorek voted yes, Mark Johnson voted No, Dr. Urata voted yes, Lance Stevens voted yes, Dr. Buley voted yes, Robert Storer voted yes, Linda Thomas voted yes and Rosemary Hagevig, yes.***

**Omnicell:** Mr. Wanner provided the background regarding the purchase of Omnicell equipment.

***Dr. Urata made a motion to approve the operating lease, which was seconded by Dr. Buley, regarding equipment operating lease in place for 1.5% for 60 months. Motion passes.***

Ms. Thomas shared her concern regarding system wide issues when key people leave in the executive department and there is lack of transition with large expenditures, in-progress items, or issues. This question was raised because of the issues raised regarding the purchase of the Omnicell equipment. She would like to see focus on how we prevent large financial outlays without proper approval or proof of acceptance. She asked Mr. Wanner how we avoid this in the future. Mr. Wanner stated that a procedure was put into place after this issue to review all expenditures above \$50,000. This process was included in the Spending Authority policy. Ms. Thomas voiced her concern that she thought this type of approval was already in place due to previous issues and was frustrated that there was no accountability on the part of the CEO regarding this issue.

Quality Committee – Dr. Buley recently attended a CEO Trustee ASHNHA conference in Washington and provided highlights. Dr. Buley shared that sepsis has gone up and the committee is looking into it.

Governance Committee – Mr. Storer shared that the committee is reviewing several issues. He also shared a process regarding Board Recruitment and Board Selection process.

Planning Committee- The committee reviewed an economic study that CBJ requested.

**BOARD CALENDAR** - The June calendar was reviewed. Governance Committee meeting is to be held on the 21<sup>st</sup> or 22<sup>nd</sup>.

## **BOARD COMMENTS**

Ms. Knapp: Survey monkey to be redistributed by Dallas Hargrave. BRH wildlife cruise June 2<sup>nd</sup>.

Ms. Thomas: Consider the best way to designate funds to support behavioral health that shows the board's involvement and commitment.

Dr. Urata: Senate Bill 66 passed. Clean air act will impact public health, reducing stroke and heart attacks.

**Adjourned at 8:07 p.m.**