

# Bartlett Regional Hospital

## Minutes

### BOARD OF DIRECTORS MEETING

December 11, 2018 – 5:30 p.m.

Robert F. Valliant Boardroom

#### ATTENDANCE

Brenda Knapp, President	Bob Storer (via telephone)
Robert Urata, MD, Vice-President	Marshal Kendziorek
Lance Stevens, Secretary	Mark Johnson
Rosemary Hagevig	Linda Thomas

#### ABSENT

Mark Johnson	Cate Buley, MD
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#### ALSO IN ATTENDANCE

Chuck Bill, CEO	Theresa Shanley, MD, Chief of Staff
Billy Gardner, CCO	Dallas Hargrave, HR Director
Bradley Grigg, CBHO (Phone)	Megan Costello, CBJ Law
Michelle Hale, CBJ Liaison	Robert Palmer, CBJ Law
Sarah Griffith – Elgee Rehfeld	Cindy Carte, HR Manager
Michelle Darrah, HR Technician	Rick Morrison, HR Generalist
Megan Taylor, Executive Assistant	Kenny Solomon-Gross

**CALL TO ORDER** – The Board of Director’s meeting was called to order at 5:30 p.m. by Brenda Knapp, Board President.

**APPROVAL OF THE AGENDA** – The Governance Committee report will be given after the approval of the consent agenda. Agenda approved as amended.

**PUBLIC PARTICIPATION** – Juneau City Attorney, Robert Palmer introduced Megan Costello as Jane More’s replacement. Ms. Costello will be BRH’s legal resource when a need arises.

**FINANCIAL AUDIT REPORT** – Sarah Griffith, of Elgee Rehfeld provided an overview of the financial audit it had conducted. An explanation of the GASB 68 and 75 adjustments was provided. Future payment of liability was discussed. Ms. Griffith reported that the audit went very well. There were no material audit adjustments made and no suggestions for improvements communicated to the Board.

**BOARD EDUCATION** – Mr. Hargrave introduced Rick Morrison, HR Generalist, Michelle Darrah, HR Technician and Cindy Carte, HR Manager. Ms. Carte presented the new employee orientation process. Employee orientation has been streamlined and is now conducted in one day instead of two. The goal is to provide new employees with a positive experience and to reduce the amount of staff time and rework within each new employee orientation process while providing sufficient time for presenters.

**CONSENT AGENDA** – The CEO Succession Plan, Item E on the consent agenda, was removed. An oral CBHO report was given by Mr. Grigg and an electronic copy of the report will be sent to board members. Clarification of acute inpatient dialysis services was provided in addition to the CCO report. Discussion about the CEO Succession Plan was held. The Executive Committee will discuss concerns about the succession plan in more detail and report back to the Board.

***Mr. Kendziorek made a MOTION to approve the consent agenda with the removal of the CEO Succession Plan. Mr. Stevens seconded and it was approved as amended.***

**GOVERNANCE COMMITTEE REPORT** – Ms. Thomas reported that the Governance Committee met on November 28<sup>th</sup>. The only topic discussed was Title 40. Mr. Bill reported that we are still in the process of establishing wording of Title 40 that is agreeable to Medical Staff and CBJ Law.

**OLD BUSINESS** – None

**NEW BUSINESS** -

**Election of officers** - Ms. Thomas reported that the nominating committee presented the following slate to be considered for officer roles in 2019:

Dr. Urata – Secretary  
Rosemary Hagevig – Vice President  
Lance Stevens – President

No other nominations were made.

***Mr. Kendziorek made a MOTION to accept the slate of officers as presented for calendar year 2019. Ms. Thomas seconded. There being no objections, the motion passed.***

**Board Recognition** – Ms. Knapp expressed her appreciation for the opportunity to serve as Board President for the past year and wishes the new officers luck in their new roles. Recognition letters were read for outgoing board members Dr. Buley and Linda Thomas. A plaque was presented to Ms. Thomas for her 11 years of service. Ms. Thomas said it has been an honor to be appointed by the Assembly to the BRH Board. She feels that she has made a difference but the biggest differences were made by the staff. She has learned that we have a remarkable hospital and crew and expressed her thanks to the Senior Leadership Team and everyone else in the room. A letter of recognition was presented to Dr. Shanley for her tenure as Chief of Staff. A leaf will be made in honor of each of these recipients and placed on the Bartlett Hospital Foundation's Giving Tree. Mr. Storer did not want recognition but was thanked for his time served on the Board.

**Medical Staff Report** – Dr. Shanley reported that changes to the Medical Staff Bylaws and Rules and Regulations were approved at the December 4, 2018 Medical Staff meeting. These changes allow psychiatric nurse practitioners to admit psychiatric patients through the ED. Dr. Don Snyder was elected as the Chief of Staff and Dr. Joy Neyhart was elected as the Vice Chief of Staff for calendar year 2019. Discussions were held about the use of Robotics in the operating room. Also discussed was moving Meditech into the ED to consolidate records keeping.

***Ms. Hagevig made a MOTION to approve the proposed changes to the Medical Staff Bylaws and Rules and Regulations. Dr. Urata seconded it and the motion was approved.***

**Executive Session – Mr. Kendziorek made a MOTION to go into executive session to discuss the credentialing report and patient dashboards, both of which are confidential by nature and protected by law. Motion approved.** The committee entered executive session at 6:32 pm and returned to regular session at 6:40 pm.

**Mr. Kendziorek made a MOTION to approve the credentialing report as presented. Dr. Urata seconded and it was approved.**

**CEO Report –** Mr. Benson is working with ECRI Consulting in identifying a more thorough vetting of robotics. They have a program specific to organizations looking to get into or expanding robotics programs. He is waiting to hear back from them with information and to discuss the scope, cost and timing if we do engage in their services.

Mr. Bill provided an update regarding the Rural Demonstration Project and highlights of an AHA conference regarding same. Analysis shows a 3-4% improvement in the margins of hospitals participating in the project. The consensus is that it is time to push for it to become a permanent program. Mr. Bill is optimistic about political support. He provided an overview of this nationwide program and the financial impact it has on rural hospitals.

ASHNHA update – Mr. Bill received positive and complimentary feedback of BRH's crisis intervention program and the upgrades to its psychiatric resources. Jeff Davis, new CEO of United Healthcare discussed a managed care demonstration project. Matsu and Anchorage are the focus for this 3-6 year managed care demonstration project. Dwayne Mayes, CEO of Alaska Psychiatric Institute reported that they are understaffed and able to see less patients. A presentation about disaster preparedness was given and discussion was held about the new administration.

Ophthalmology update – Nothing new to report. Local optometrists are very supportive of BRH bringing an Ophthalmologist in.

Strategic Planning – The board objectives included in tonight's board packet are based off of last year's objectives and adjusted for this coming year. Senior Leadership will work with managers to develop goals to achieve these objectives. The goals will be presented to the Planning Committee in February.

### **Committee Reports**

- Planning Committee – Mr. Kendziorek reported that the Planning Committee met on December 7<sup>th</sup>. There had been a fair bit of discussion about robotics without any conclusion. Also discussed was facility planning, the Crisis Stabilization grant, Strategic Planning and the next Planning Committee agenda. The next meeting date is to be determined.
- Compliance Committee – Dr. Urata reported that the Compliance Committee discussed items 5 and 6 of the 7 Elements of Compliance at their December 10<sup>th</sup> meeting. These items covered enforcement and auditing and monitoring. A new comprehensive way of doing compliance was discussed and the dashboard was reviewed. The next meeting will take place in March.
- Quality Committee – Ms. Hagevig reported that the Quality Dashboard, HCAPS scores, patient safety initiatives and the Sepsis Databank breakdown had been reviewed. Discussions were held regarding patient bill of rights, Psychiatry and Hospitalist quality initiatives for next year,

antimicrobial stewardship, ASHNHA's initiative for workforce safety, MIT program initiatives and communications on continuum of care.

- Finance Committee – Mr. Stevens reported that the finance meeting was held on December 5th. A review of the financials shows BRH is on track and trends are continuing to show a marginal profit. Costs are being managed in relation to revenue growth. Business is anticipated to be slower in the months ahead. A discussion was held about staffing and the use of contract labor. Discussion was also held about Robotics; a third party study has been requested before an informed decision can be made. Mr. Bill and Mr. Benson will work together to develop questions to be asked of the consultant conducting the study. The questions will be presented to the board for review to ensure the right questions are being asked.

Mr. Bill reported that BRH's financial position has improved over the last couple of years. There is a significant amount of cash on hand and a need to start allocating funds as part of an investment strategy. Mr. Benson reported that CBJ is going to revise its investment policy in 2019. He will serve on the committee to recommend changes to the policy before an RFP goes out for money managers.

**Board Calendar** – The January board calendar was reviewed. Discussion was held about board member committee assignments and frequency of meetings. No changes to the calendar were requested.

**BOARD COMMENTS AND QUESTIONS** – Dr. Shanley said that she really enjoyed her year as the Chief of Staff and working with the Board of Directors (BOD).

Michelle Hale expressed her appreciation for the opportunity to work with the BOD and said she is learning a lot.

Mr. Storer thanked the staff, they are terrific and he really respects them. Ms. Knapp thanked Mr. Storer for all of his years of service to the BOD.

Mr. Stevens will contact each BOD member to discuss committee assignments.

Ms. Knapp expressed her appreciation for having served as the President of the BOD. She is pleased with the way BRH is heading financially and service wise.

Dr. Urata presented Ms. Knapp with a letter of recognition for her tenure as BOD President. He stated that she is a great example of neighbors taking care of neighbors. A leaf will also be made in her honor and placed on the Bartlett Hospital Foundation's Giving Tree.

**ADJOURNMENT** – 8:52 p.m.