

# Bartlett Regional Hospital

**AGENDA**  
**PLANNING COMMITTEE MEETING**  
**Wednesday, October 9, 2019 - 12:00 p.m.**  
**Bartlett Regional Hospital – BRH Boardroom**

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**Mission Statement**

**Bartlett Regional Hospital provides its community with quality, patient-centered care in a sustainable manner.**

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**CALL TO ORDER**

**APPROVAL OF THE MINUTES – 08 22, 2019**

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Public Comment

**Old Business**

- A. Campus Plan update
- B. Crisis Stabilization update
- C. Community Health Needs Assessment update
- D. Discussion of relationship between Community Health Needs Assessment and the Affiliation Analysis

**New Business**

- Public RFP Process

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**Future Agenda Items**

Next meeting

Comments

**Adjourn**

# Bartlett Regional Hospital

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Planning Committee

August 22, 2019

Minutes

**Called to order at 7:00 a.m., by Planning Committee Chair, Marshal Kendziorek**

**Planning Committee and Board Members:** Marshal Kendziorek, Rosemary Hagevig, Kenny Solomon-Gross

**Staff:** Chuck Bill, CEO, Kevin Benson, CFO (phone), Bradley Grigg, CBHO, Dallas Hargrave, HR Director, Rose Lawhorne, CNO, Megan Costello, CBJ Law, and Megan Rinkenberger, Executive Assistant, with guest presenter Corey Wall, Vice President of Jensen Yorba Wall, Inc. an architectural firm.

*Mr. Solomon-Gross made a MOTION to approve the minutes from July 19, 2019. There were no objections and they were approved as presented.*

## OLD BUSINESS

**Campus Plan Update (Corey Wall)** – A summary of capital improvement projects and general plan for improvements, as outlined in their “Master Plan” was presented. Mr. Wall said one of the key notions is that they are working on developing a process not a product. This was a suggested list of upgrades and renovations over the next decade, based on interviews with department heads and assessment of need and complexity by project. Since they had already developed a plan of this type in 2011, it made it easier and more efficient for them to update that to reflect current needs. The areas addressed include a surgical services renovation, the Crisis Intervention facility, medical offices, etc. Mr. Wall stressed the concept of a “living document” for this plan, as all things change over time. After they interviewed departments and SLT, and gathered a list of needs for physical environments, the engineers have begun to look at those needs and develop that current plan.

Areas of greatest complexity and need is located in the lower floor of the main hospital building, with almost every department there at max capacity. These departments also reside in a concrete structure that presents challenges to renovation. Architects and engineers are thinking outside the box to try and solve many issues with one solution.

**RRC Update (Bradley Grigg)** – Mr. Grigg meets with the construction teams weekly to review progress and plan. Over the last four and a half weeks, foundational prep work has been done, then they will begin working on framing and enclosing the detox and assessment

centers, with the hope of completing before the cold weather arrives, so interior work – electrical, plumbing, etc. – can be done during the colder months. June 2020 remains the anticipated completion date. This project was funded almost entirely without grants, so any legislative funding changes would likely have some minor affect, but should be manageable. As of January 1, 2019, the Medicaid reimbursement rate for Behavioral Health services increased by 70%.

**Crisis Stabilization Plan Status (Bradley Grigg)** – The design proposals were due two weeks ago, with five applicants. Projected at \$7M for Crisis Stabilization and BOPS, and parking an additional \$2M, for a total of \$9M. There should be an award for the design in the next week or two. BOPS will be moving into Juneau Medical Center, so Marc Walker is working with contractors to replace the carpet and update the building in preparation for a mid-September move. Mr. Bill explains that the board will need to approve parking option. *(This should be an ongoing agenda item.)*

Grant status: In September, BRH received the initial \$500k grant from the state, giving us operational costs to provide services for FY20. Notice from trust that they awarded us \$200k capital grant for FY20 from \$1.5M request, due to budget concerns, trust scaled back. BRH can apply for more in FY21. Premera NW’s president verbally committed to \$1M strictly toward capital for FY20 that can roll over. Finalized tier two request with Rasmuson, who suggested that BRH request \$800k. Murdock Foundation has welcomed BRH to apply for their tier two grant, which is \$100k-\$600k. Bartlett Foundation has been active in raising funds to pay for patient room materials and supplies.

**Ophthalmology Update (Chuck Bill)** – All the equipment is in place, and Dr. Kopstein will be in town a week from tomorrow to see his first actual patient. First surgeries scheduled for September.

**Satellite Pharmacy Project Status (Chuck Bill)** – The site is enclosed in plastic, and demolition is underway. Parking is not presenting as much of an issue as expected. An issue has come up that may postpone the original November expected completion date.

**Community Needs Assessment (Chuck Bill)** – RFP is complete, and expected to cost \$10k - \$15k. David Sandberg, who works with BRH in Focus and Execute, is one of the bidders. Once the contract is signed, the timeline is around 90 days.

**NEW BUSINESS: Affiliation Analysis (Chuck Bill)** – This is being driven by the Governance Committee, but Mr. Bill felt the Planning Committee should hear about it as well.

**Next meeting:** October 8, 2019 at 7:00 a.m. (Will verify at BOD Meeting on Aug 27<sup>th</sup>)

**Adjourned at 8:00 a.m.**

## MEMORANDUM

DATE: 10.7.19  
TO: Hospital Board and CEO  
FROM: Megan J. Costello, CBJ Assistant Municipal Attorney  
SUBJECT: Request for legal guidance on the Affiliation RFP and Juniper Group's involvement

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At the Governance Committee on 9/27/19, there was information presented by the CEO Chuck Bill that the current draft Affiliation Request for Proposals (RFP) included some information in the scope of work section obtained from the Juniper Group. I was asked to review whether that barred Juniper Group from responding to the RFP if it is advertised.

As requested, I met with Chuck Bill on 9/30/19 to go over his involvement with the Juniper Group on the RFP. My understanding is that there was a meeting with some of the Board members and somebody from Juniper Group during the Governance Institute this spring. Following that meeting, Chuck asked one of the Juniper Group directors for a copy of questions from similar RFPs. Chuck altered and used some of these questions in the draft RFP, and some he did not use. Chuck explained that he reached out to the Juniper Group for the questions approximately 3 months ago, that he has not had an ongoing relationship with the Juniper Group regarding the RFP or the goals of the RFP, and he has not continued to contact them for advice. The Juniper Group is not working on the RFP drafts. Chuck's communications have been limited to only responding to the Juniper Group on timing when they ask what the status of the RFP is. There have not been closed-door meetings with the Juniper Group on the RFP and or the goals of the RFP.

The draft Affiliation RFPs have been publically available, as the RFP drafts have been discussed at several Governance Committee meetings, Hospital Board Meetings, and will be discussed and reviewed in at least one CBJ Assembly meeting before advertisement. Any interested responders can access the draft RFPs though these meeting packets, as well as the goals and comments as stated at these public meetings.

Generally, a company that helps write or prepare an RFP cannot then bid or draft a proposal in response, as that company would have an unfair advantage or the appearance of an unfair advantage, and Courts have voided or cancelled contracts due to improprieties or the appearance of impropriety in the RFP process. Neither Hospital Board members nor staff should be having meetings about projects with potential responders except for within the confines of the RFP process (such as a pre-bid meeting where all the potential responders get to ask questions). As cited by the Alaska Supreme Court: "The goal of the competitive bidding process is 'to prevent fraud, collusion, favoritism and improvidence in the administration of public business.' Even the

appearance of impropriety threatens the goals of the process and [the bidder] cannot legitimately claim that the ex parte communication did not create the appearance of impropriety." (Dick Fischer Dev. No. 2, Inc. v. Dep't of Admin., 838 P.2d 263, 267 (Alaska 1992)).

For the Affiliation study RFP, the facts at this point do not appear to rise to that level, and although there are some concerns that the Juniper Group has a heads-up that there may be an RFP advertised in the future, this RFP is being drafted publically and at public meetings and all potential responders should be aware.

Based on the specific facts as explained by the CEO, and finding it important that the Affiliation RFP drafts are available publically, CBJ law does not believe that Juniper Group needs to be precluded at this time from responding to the RFP after it is advertised. Our opinion would change if there were continued communications with the Juniper Group.