

Bartlett Regional Hospital

Minutes

BOARD OF DIRECTORS MEETING

June 23, 2020 – 5:30 p.m.

Zoom videoconference

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

BOARD MEMBERS PRESENT

Lance Stevens, President	Rosemary Hagevig, Vice President	Brenda Knapp
Kenny Solomon-Gross – Secretary	Mark Johnson	Marshal Kendziorek
Deb Johnston	Iola Young	

ABSENT: Lindy Jones, MD

ALSO PRESENT

Chuck Bill, CEO	Kevin Benson, CFO	Billy Gardner, COO
Bradley Grigg, CBHO	Dallas Hargrave, HR Director	Rose Lawhorne, CNO
Megan Costello, CLO	Joy Neyhart, DO, COS	Michelle Hale, CBJ Liaison
John Budd (ECG)	Jeff Hoffman (ECG)	Morgan Parsons (ECG)
Anita Moffitt, Executive Assistant		

APPROVAL OF THE AGENDA – *MOTION by Ms. Hagevig to approve the agenda as presented. Mr. Johnson seconded. Agenda approved.*

PUBLIC PARTICIPATION – None

CONSENT AGENDA – *MOTION by Mr. Solomon-Gross to approve the consent agenda. Ms. Knapp seconded. Consent agenda approved.*

NEW BUSINESS - None

Medical Staff Report – Dr. Neyhart noted the minutes from the June 2, 2020 Medical Staff Meeting are in the packet. She reported working hard to keep up with data related to COVID and travel restrictions and suggested that the Hospitalist Director be more involved with management meetings. Mr. Solomon-Gross initiated a brief discussion about Polymerase Chain Reaction (PCR) testing and Meditech issues referenced in the minutes.

COMMITTEE REPORTS:

Executive Committee Meeting – Meetings were held on June 2nd and June 19th to discuss the CEO evaluation. Draft minutes are in the packet. The CEO evaluation is on the agenda for tonight’s executive session.

Finance Committee Meeting – Ms. Johnston noted the June 12th draft meeting minutes are in the packet. CMS has approved a low volume adjustment for reimbursements to BRH. The Rural Demonstration Project is expected to be renewed later this year. If so, we would not receive the low volume adjustment

since you can't get both. Mr. Benson gave a brief overview of the May financials. With the increased revenues and \$5.2 Million CARES funding received in the month of May, BRH is back on budget.

Board Compliance Meeting – June 16th draft meeting minutes are in the packet. Mr. Kendziorek reported that compliance education and training had been provided to the committee. In order to meet Joint Commission requirements, a meeting is to be scheduled for the annual compliance program training for the board members. This meeting will be recorded and made available for those members unable to attend. A poll will be sent to board members to identify availability for a Saturday meeting to be held between now and August. Mr. Kendziorek also reported that BRH is to hire a 3rd party for the purpose of reviewing and evaluating the hospital's compliance program.

Governance Committee Meeting – May 12th meeting minutes are in the packet. Ms. Knapp reported that Ms. Costello has provided legal recommendations for bylaws revisions. The committee voted to bring the recommendations to the full Board for review at the July meeting.

Planning Committee Meeting – June 18th meeting minutes are in the packet. Mr. Kendziorek reported that updates to the Rainforest Recovery Center and Crisis Stabilization Center were provided. Results from the geotechnical survey necessitated changes to the design of the Crisis Stabilization Center. To offset excavation and ground preparation costs, the new design has reduced square footage and includes an underground parking garage with equipment storage. This design will still meet our needs and allow us to stay within our budget. ***Mr. Kendziorek made a MOTION on behalf of the committee, that the Board approve the plans and move ahead with the project.***

A discussion about the strategic planning retreat was held. August dates are to be proposed to the Board. A space large enough to accommodate an in person meeting while meeting social distancing guidelines is to be reserved. Masks are to be worn by the attendees.

MANAGEMENT REPORTS:

CNO report - Mr. Solomon-Gross requested further information about the AIDET tool referenced in the CNO report. AIDET incorporates five elements in patient discussions: Acknowledge, Introduce, Duration, Explanation and Thank you. This tool ensures that we consistently address these elements when informing patients what they can expect as they receive care in the ED and other areas of the hospital. Brief discussion held about using CCFR testing sites for pre-procedure testing and the coordination involved in scheduling surgical procedures. Ms. Lawhorne explained the process for patient registration in the ED and how safety concerns expressed by staff are addressed.

COO report - Mr. Solomon-Gross requested an update on the DXA bone density scanner. The equipment is here but minor room modifications need to be made before it can be installed. This new service will be advertised to get the word out to the community. Discussion was held about the coordinated efforts to minimize downtime as much as possible for OR modification projects to be completed. The equipment is to be in Juneau before commitments to schedules are made. Staff and physicians will be included in schedule planning.

A brief discussion was held about allowing ample time to share information and ask questions during management and committee reports.

CBHO report – Mr. Grigg reported that we are on track for completion of the Detox unit of RRC next week. About 75% of our furnishings have arrived and we will begin to move things into the patient care areas and staff offices next Monday and Tuesday. RRC is being demobilized as an alternative care site for COVID patients this week and next. Everything will be stored on site and will be able easily accessible to

allow quick set up again if needed. A hybrid model of residential treatment and partial hospitalization in RRC starting mid – late July. Mr. Solomon-Gross and Ms. Hale expressed appreciation for all of the hard work by everyone and for BRH doing exactly what is needed for the community needed.

CEO REPORT – Mr. Bill reported that we have received quotes for the purchase of 2 Cepheid machines. These machines allow test results to be available in about 35 minutes. Two 16 channel machines will cost \$360,000. Other machine options are in the \$600,000 to \$700,000 range. BRH is already credentialed for Cepheid machines, has space to accommodate them and will require only a slight increase in staffing. They would not require additional pathologists. Mr. Bill will continue to work with the Unified Incident Command regarding testing options in Juneau. Cepheid feels comfortable that they will be able to provide 300 test kits per week to BRH. An update of the disruptions in test turnaround times was provided. The State lab has equipment that is down and the LabCorp testing site in Seattle is still not open. Tests are being sent to Phoenix and subject to flight delays. Mr. Bill also reported that BRH has been working with the State to clarify travel and quarantine for healthcare workers. BRH now has a well-defined plan. The Ophthalmology clinic held last week was very successful. It was noted that there are still 51 cataract referrals on the books and Dr. Kopstein is interested in increasing his time in Juneau to be able to meet the needs of the community. Brief discussion held about the use of CARES funding for Cepheid machines. The Cepheid machines would expand our current capacity issues within our current licensure. Mr. Johnson supports providing a letter of support from the BOD. ***Mr. Johnson made a MOTION to support moving forward with Mr. Bill's proposal for purchasing the two Cepheid machines for Bartlett Hospital.***

Mr. Bill noted the thank you letter in the packet from Capital Transit in appreciation for writing a letter of support for receiving grant money for the purchase of electric buses.

Mr. Stevens returned the conversation to Mr. Johnson's motion to provide a letter of support to the Assembly. Ms. Hagevig reported that she had seconded the motion but had not unmuted herself. After further discussion, Mr. Johnson withdrew the motion. Ms. Hale will report the BRH Board of Director's support of purchasing the Cepheid machines to the Assembly. Mr. Bill will continue to work with the Unified Incident Command to determine what equipment, if any, will be purchased. Mr. Johnson requests clarification be provided of requirements to make a motion, specifically whether motions are allowed to be made for items not listed on the agenda. It was reiterated that the Board is in full support of purchasing the Cepheid machine and is confident that Mr. Bill has made clear what BRH can and cannot do to accommodate testing systems under consideration.

PRESIDENT REPORT – Mr. Stevens noted the strategic retreat had been discussed during Planning Committee report. He stated that BRH will follow the Assembly's lead in returning to in person meetings.

BOARD CALENDAR – July calendar reviewed. No changes requested. Mr. Stevens noted there may be an Executive Committee meeting added.

BOARD COMMENTS AND QUESTIONS – Ms. Hale reported that although the Assembly has not made it mandatory to wear masks in Juneau, they are looking at it closely. The Assembly Committee of the Whole did approve a 4th of July fireworks display however, attendees outside of their cars, must wear face masks and maintain 6 feet apart from non-household members. Dr. Neyhart highlighted the importance of wearing masks to keep the community safe and feels that requiring masks at this outdoor event but not in other public places makes little sense. A discussion about why the Medical Staff Meeting minutes were included in the executive session was held. ***Ms. Hagevig made a MOTION to move the draft Medical Staff Meeting Minutes back to the regular session of the agenda and not be included in***

the executive session. Mr. Johnson seconded. Motion approved. Ms. Costello made a recommendation to move the ECG assessment to the top of the list of executive items to be discussed. It was noted that Ms. Moffitt would be dismissed when executive session begins, recording of the meeting will stop and Mr. Solomon-Gross will take notes when regular session returns. Ms. Hale requested a brief recess.

Recess - The meeting recessed at 7:02 p.m. and resumed at 7:10 p.m.

Executive Session – Motion by Mr. Kendziorek to recess into executive session as written in the agenda to discuss several matters:

- *Those which by law, municipal charter, or ordinance are required to be confidential or involve consideration of records that are not subject to public disclosure, specifically the credentialing report and the patient safety dashboard.*

And

- *To discuss and review information presented that the immediate knowledge of which would clearly have an adverse effect upon the finances of BRH, that being a discussion and information presented by ECG that may impact future partnerships or transactions between BRH and other health care organizations.*

And

- *To discuss facts and litigation strategies with the BRH attorney on the Estate of Adams and CBJ v. Sonkiss (Unnecessary staff and Medical Chief of staff are excused from this portion of the session.)*

And

- *To discuss subjects that tend to prejudice the reputation and character of any person, specifically the CEO evaluation (provided the CEO may request a public discussion). (All staff and Medical Chief of staff are excused from this portion of the session unless presence is requested by Board.)*

The June 2, 2020 Draft Medical Staff Meeting Minutes have been moved out of executive session so will not be discussed. ECG Assessment Review will move to the first topic of discussion to allow the ECG representative to log out of the meeting. Mr. Solomon-Gross seconded. MOTION approved.

The Board entered executive session at 7:11 p.m. and returned to regular session at 9:05 p.m.

Mr. Kendziorek made a MOTION to approve the credentialing report as presented. Ms. Hagevig seconded. Brief discussion about the Credentials Committee process of addressing any physician credentialing issues or concerns. ***Credentialing recommendations approved.***

ADJOURNMENT – 9:07 p.m.

NEXT MEETING – Tuesday, July 28th at 5:30pm