

**SOUTH PENINSULA HOSPITAL, INC.  
REGULAR BOARD MEETING**

**SPH Conference Rooms**

**February 25, 2015**

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**Call to Order**

**The BOD went into Executive Session to discuss personnel and financial matters prior to the start of the regular meeting.**

**\*\*\*\*\*Into Executive Session – 5:19 p.m.\*\*\*\*\***

**\*\*\*\*\*Out of Executive Session – 6:52 p.m.\*\*\*\*\***

**\*\*\*\*\* Regular Session – 7:00 p.m.\*\*\*\*\*.**

President Tom Clark called the regular meeting to order at 7:00 p.m.

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| Present: | Tom Clark<br>Caroline Venuti<br>Matt Hambrick<br>Bernadette Wilson | Vickey Hodnik<br>Susan Drathman<br>Julie Woodworth |
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| Excused: | Todd Boling<br>Matt North | Barbara Howard |
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| Also Present: | Robert Letson, CEO<br>Lori Meyer, CFO<br>Dr. Giulia Tortora, Chief of Staff<br>Leslie Haynes, QI/UR/RM Director<br>Shara Sutherlin, Director of Patient Care Services<br>Laura Hansen, Executive Assistant<br>Marie Walli, SAB Representative<br>Marilyn Romans<br>Susan Shover<br>Cris Beaudoin<br>Robbi Coffey<br>Maria Soto<br>Katie Watson<br>Bette Seaman<br>Kim Greer<br>Jane Nollar<br>Jan Hanenberger, Homer Secretarial Services |
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A quorum was present.

**Announcements, Welcome Guests & Public**

President Clark welcomed everyone. He mentioned the Rules for Participating in a Public Meeting were to be followed and asked that everyone conduct themselves professionally and respectfully.

President Clark mentioned Ms. Hansen was making copies of a revised agenda and would provide them shortly.

**Approval of Agenda**

Woodworth/Venuti moved/seconded:

To approve the regular agenda as revised. There were no objections.

**Comments of Audience**

- Marilyn Romans read a statement voicing her thoughts regarding hospital policies and protocol, and employee complaints and morale.
- Maria Soto commented on issues at the hospital and her concerns, and thanked the board for their work.

**Approval of Consent Calendar**

Ms. Wilson read the consent calendar items into the minutes:

- A. Consideration to Approve the Minutes of the January 28, 2015 Board of Directors Meeting
- B. Consideration to Approve Physician's Addendum re: Inpatient Consultations
- C. Consideration to Approve Anesthesiologist's Addendum
- D. Consideration to Approve ER Physician's Addendum

Woodworth/Hambrick moved/seconded:

To approve the consent calendar. There were no objections. Motion passed.

**Presentations:**

**A. KPB March Presentation – Bob Letson**

CEO Letson provided the quarterly presentation which will be presented to the KPB Assembly on March 17<sup>th</sup>. Topics were:

- What's New
- Hospital Happenings
- Financial Report
- What's Ahead

Comments and suggestions followed.

**Reports:****A. Chief of Staff**

Dr. Giulia Tortora had nothing to report.

**B. Service Area Board Representative**

Marie Walli mentioned the following:

- The SAB had their regular board meeting on February 12<sup>th</sup>. No actions could be taken due to a lack of a quorum.
- Catriona Reynolds, Kachemak Bay Family Planning Clinic Manager, provided their annual presentation, and requested continued financial support.
- Derotha Ferraro and MAPP Coordinator, Megan Murphy, provided an update on MAPP, and requested continued financial support.
- Julie Woodworth was the BOD representative that evening, and CFO Lori Meyer also attended.

**C. Chief Executive Officer**

Robert Letson's report was included in the packet. He mentioned the following highlights:

- They are negotiating with Dr. Jared Kern, of Alaska Foot & Ankle specialists, to provide Podiatrist Clinics and surgery 6 – 10 times per year.
- Dr. Teresa Johnson, Family Practice locums, is interested in working at Homer Medical Center.
- Dr. Paynter and Dr. Drury from Anchorage have agreed to provide orthopedic back-up for Dr. Adcox's vacation and CME time.
- Heather McHenry, former LTC nurse, is now the CNA instructor at the college.

There were no questions or comments.

**D. LTC Administrator**

Mr. Letson's report was included in the packet. He mentioned:

- The clinical skills portion of the LTC Annual Skill Fair has been completed. Basic Life Support computer training occurred this month, as well as the hands-on portion of Basic Life Support certification.
- Dr. Downey is working with Dr. Eneboe as a resource for LTC. He is also working with Mike Tupper on an improved computer system for LTC.
- LTC received an honorable 5-star rating.
- Due to Dr. Burgess' retirement they are looking at ways to meet psychiatric and behavior health consults for LTC.
- Current resident census is at 27.

There were no questions or comments.

**E. Chief Financial Officer**

Ms. Meyer's report was provided in the meeting packets. She mentioned the following:

- Both gross patient revenue and net patient revenue were almost 10% over budget for the month.
- Operating expenses were 8% over budget.
- There was a loss from operations of \$314,000, compared to the budgeted \$368,000 loss.
- Year-to-date EBITDA was positive at \$2,127,000.

Questions and answers followed.

**F. Patient Care Services**

Ms. Sutherlin's written report was included in the packets. She mentioned the following highlights:

- For February Heart Health Month, the Imaging Department is offering CT Cardiac Calcium Scoring exams at a reduced rate of \$100 instead of \$400.
- Imaging has installed and began using a unit called REVO that allows for more accurate testing of arterial pressures in both arms and leg, and reduces patient discomfort and exam time.
- Bryan Miller, CRNA in Anesthesia, demonstrated the new trauma site mobile ultrasound.
- Lauren Painter and other staff are very much appreciated for all their work preparing for the March Disaster Drill.
- There are new hires in OB and LTC.
- Home-based Health Services has successfully transitioned into the Kinnser Electronic Healthcare Records system.
- They have increased collections and receipts from HBHS programs.
- They are interviewing for a Surgical Services Clinical Manager.
- Kenny Rogers, new ED and Out Patient Services Clinical Manager, plans to arrive the week of March 11<sup>th</sup>.
- Chris Fontaine has been hired as the new Forensic Nurse.

There were no questions.

**G. Quality Improvement**

Ms. Haynes' written report was included in the packet. She mentioned attending the ASHNHA Quality Partnership for Patients meeting in Anchorage and provided a brief report. She also provided a brief review of the Scorecard. Questions and answers followed.

**H. Marketing Report**

Written report was included in the packet. CEO Letson mentioned:

- February is Heart Awareness Month with promotional reduced blood and CT screening offered.
- On February 19<sup>th</sup> Dr. Rhyneer, visiting Cardiologist, Doug Duncan, SPH Pharmacy Director, and Bonita Banks, SPH Health and Wellness Educator, provided a Public Forum on heart health.

There were no questions.

**I. Board President**

President Clark had no report.

**J. Board Committees:**

**Finance**

Ms. Woodworth mentioned the committee discussed several items at their meeting including reviewing the Capital Budget. There were no questions.

**Governance**

Ms. Drathman had no report

**Education**

Ms. Wilson reminded the members their annual board work session is scheduled for April 24<sup>th</sup> and 25<sup>th</sup>, and will be held in the hospital's conference room. Tom VanDawark will be the facilitator. The Patient Centered Care Committee is invited to attend a joint luncheon on Friday, April 24<sup>th</sup>. The hospital's Dietary Department has agreed to cater the event. The speaker will be here for a pre-work session site visit on March 16<sup>th</sup>, 17<sup>th</sup>, and 18<sup>th</sup>.

She mentioned it is time to renew their subscriptions for the Trustee magazine. This is a valuable information resource, is available in digital or paper form, and is part of board education. Please contact Ms. Hansen with your choice of either digital or paper.

**Pension Plan**

CEO Letson said they are currently trying to schedule a committee meeting.

**BOD representative to SAB meeting**

Julie Woodworth attended the last SAB meeting. She reported they did not have a quorum but there was great discussion on various items including the KPB Mayor's task force, the budget, and the funding requests from Kachemak Bay Family Planning Clinic and MAPP.

**Unfinished Business**





CEO Letson said that during the Medical Staff Development Planning process, it was determined they needed an additional Family Practice Physician. Teresa Johnson, MD, attained her state license earlier this year, and was invited to work as a locum tenens and to interview for the position. Physicians at Homer Medical would like to offer Dr. Johnson a position at Homer Medical Center.

Hambrick/Hodnik moved/seconded:

To approve the draft Letter of Intent and Professional Services Employment Agreement for Family Practice Physician, Teresa Johnson, MD.

Discussion followed. Motion passed.

**G. Consideration to Approve Ear, Nose, and Throat Clinic Contract**

CEO Letson mentioned that as a result of the Medical Staff Development Planning Committee, the need for increased days of Ear, Nose, and Throat Clinic and surgery coverage was identified. After discussions with an ENT group in Anchorage, they have agreed to provide this service several days per month.

Venuti/Woodworth moved/seconded:

To approve the ENT Specialty Clinic Contract for one-year. Motion passed.

**H. Consideration to Approve Neurology Clinic Contract**

CEO Letson said this need was identified during the Medical Staff Development Planning process and the Physician Surveys done last year. A Neurology group from Anchorage has agreed to provide a clinic at SPH several days per month. Mr. Letson recommended approval for one-year.

Hambrick/Venuti moved/seconded:

To approve the Neurology Contract contingent upon approval of Medical Staff Development Plan as discussed. Motion passed.

**I. Consideration to Approve Resolution 2015-02, Infusion Pumps**

CEO Letson provided a brief review of last month's meeting discussion regarding the infusion pumps.

Venuti/Woodworth moved/seconded:

To approve Resolution 2015-02, approving a Capital Lease Agreement for Smart Pumps to replace the aging ones. Motion passed.

**J. Consideration to Approve Self-Funded Renewal Options**

CEO Letson provided information on the options for moving the employee health plan from EBMS to Premera Blue Cross or Aetna. The bid from Premera Blue Cross could provide a savings of over \$700,000 per year.

Woodworth/Hambrick moved/seconded:



To approve moving from EBMS to Premera Blue Cross for Claims Administration of our self-funded health plan. Motion passed.

**K. Review Strategic Action Plan Second Quarter Updates**

CEO Letson briefly reviewed the quarterly Strategic Action Plan update. There were no questions or comments.

**L. Review Patient Centered Care Committee Minutes**

Ms. Sutherlin provided a brief review. Comments followed.

**M. For Your Information – Employee Wellness Plan**

CEO Letson provided information on this item. Bonita Banks was hired as the new Health and Wellness Educator and is responsible for employee wellness and community education. The plan was included in the meeting packets.

**Discussion:**

**A. Discussion Topics – Doctors’ Dinner – Land’s End – Harborview Room – March 3<sup>rd</sup>**

Ms. Woodworth reminded everyone to RSVP.

**B. ASHNHA/Horty Springer Conference – Egan Center – The Advanced Roundtable for Physician Leaders – April 16<sup>th</sup> – 17<sup>th</sup>**

Ms. Wilson provided information on the conference and encouraged the members to attend. Comments followed.

**C. Discuss Rural Healthcare Leadership Conference - Phoenix**

CEO Letson mentioned it was a very good conference and provided a brief review. He plans to share more information with the members during the Doctors’ Dinner. Ms. Drathman said she enjoyed attending and also provided some information from the conference.

**D. Discuss Board Work Session/Plan Patient Centered Care Committee Luncheon**

Ms. Wilson said they are working on the agenda. Ms. Woodworth suggested the evening of March 16<sup>th</sup> for Tom VanDawark’s pre-visit with the board.

**Comments from the Audience**

- Cris Beaudoin commented on thoughts regarding a comment made earlier during Comments from the Audience.
- Maria Soto reiterated her earlier comments, mentioned her thoughts on the need for the infusion pumps, and appreciates all the board does.
- Robbi Coffey thanked the board for their work, and mentioned some thoughts on the problems going on at the hospital.

- Kim Greer also mentioned thoughts on hospital work conditions.
- Sue Shover mentioned some thoughts on the LTC computer system and needed improvements, as well as fall prevention steps.

**Comments from the Chief of Staff**

No comment.

**Comments from the Chief Financial Officer**

No comment.

**Comments from the Chief Executive Officer**

Robert Letson commended Ms. Meyer and her staff on the improvements with accounts receivable, and thanked the board for their work on challenging issues.

**Comments from Homer Secretarial Services**

Jan Hanenberger thanked everyone, and mentioned attending the Gambling with Your Heart public forum. She said Ms. Banks and Ms. Ferraro did a great job, and Dr. Rhyneer and Doug Duncan provided great information. She would like to see other heart helpful information such as exercise and diet suggestions.

**Comments from Service Area Board Representative**

Jacqueline Lenew thanked the board members for all their hard work.

**Comments from Board Members/Staff**

- Bernadette Wilson reminded the members to renew their Trustee Magazine, and to think about attending the Horty Springer seminar in Anchorage. She thanked Ms. Hansen for all her hard work.
- Caroline Venuti said she is learning very much from the other members and thanked Ms. Hansen for her help.
- Julie Woodworth said she wanted to recognize the improvements in Home Healthcare, and that she appreciates Mr. Letson's work on the specialty clinics. She said SPH is a wonderful hospital, with great people, and is confident things will get back on track.
- Matt Hambrick thanked Ms. Hansen for all her help.
- Susan Drathman thanked everyone for all their hard work.

**Announcements as a result of the Executive Session**

After review of the applicants' files in Executive Session, Ms. Wilson moved to approve the following positions in the Medical Staff as requested and recommended by the Medical Executive Committee:

Reappointment of Allied Staff:  
Kathryn Carssow

Osi Kaspi  
Lise Kirsis

Ms. Woodworth seconded the motion to approve. Motion passed.

CEO Letson thanked Ms. Hansen for all her hard work.

**Adjournment:**

Hambrick/North moved/seconded:

To adjourn.

Meeting adjourned at 8:47 pm.

Respectfully submitted,

Accepted:

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Janet E. Hanenberger  
Homer Secretarial Services  
Minutes Approved: \_\_\_\_\_

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Tom Clark, President

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Bernadette Wilson, Secretary