

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

**SPH Conference Rooms**

**December 20, 2017**

**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 – 5:35 p.m.\*\*\*\*\***

**\*\*\*\*\*Out of Executive Session – 6:53 p.m.\*\*\*\*\***

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

President Matt Hambrick called the regular meeting to order at 7:00 p.m.

Present:	Matt Hambrick Lane Chesley Julie Woodworth Susan Drathman	Vickey Hodnik Bernadette Wilson David Groesbeck
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Excused:	Matt North	Tom Clark
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Also Present:	Judy Lund, SAB Representative Sue Shover, QI Specialist Derotha Ferraro, Marketing / Public Relations Director Glenn Radeke, Support Services Director Laura Hansen, Strategic Initiatives Director Mike Dinges, Interim HR Director, Labor Relations Mgr. Helen McGaw, Long Term Care Manager Cindy McMorris, PFS Director Emily Otis, Rehabilitation Dept., PT Assistant Bernadette Arsenault, Rehabilitation Karen Northrup, Rehabilitation Jaquelin Forster, Rehabilitation Krista Selan, Rehabilitation Maria Soto, Materials Management Teresa Johnson, MD Nancy Chastain, Recording Secretary
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A quorum was present.

**Announcements, Welcome Guests & Public**

President Hambrick welcomed everyone. Ms. Drathman noted the Board's commitment to Values and Behaviors, noting that the Board, saying that earlier in the evening the Board had toured the new operating facilities and seen the upgrades. They also toured downstairs and the HVAC system, finding it all an impressive improvement to the hospital. President Hambrick welcomed all the guests, and referenced the "Rules for Participating in a Public Meeting" in the packet.

### **Approval of the Agenda**

Mr Chesley moved to amend the agenda, moving item 11 a, "Election of Board Members," to item 22 a. He also asked that item 22 a. include the ratification of the election of board members from executive session. Ms. Woodworth seconded the amended agenda. . There was no dissent and the motion carried.

### **Approval of the Consent Calendar**

Woodworth/Groesbeck moved/seconded: Consideration to Approve the Consent Calendar as written: Ms. Wilson read the consent calendar into the record.

- a. Consideration to Approve the minutes of November 21, 2017, Board of Directors meeting.
- b. Consideration to Approve Emergency Department Employed Physician revised Letters of Intent
- c. Consideration to Approve Physician Memo of Understanding
- d. Consideration to Approve Home Health Administrator.
- e. Review Patient Centered Care Quality Committee minutes.

Discussion: None further.

Motion carried unanimously.

### **Presentations:**

iProtean Presentation, "Driving a Sustained Culture of Quality—What Works, What Doesn't?" Part 2 of 2 (15 minutes).

The Board watched the presentation. No discussion followed.

### **Public Comments on Items not Appearing on the Agenda**

Maria Soto, a member of the "Health Workplace Council" and one of the creators of the "Health Workplace Policy," read her letter to the Board concerning the issue of bullying and employee grievances. President Hambrick thanked her for her report. He asked for a copy of her remarks, which she provided.

Emily Otis, Bernadette Arsenault, Karen Northrup, Jackie Forrester and Krista Selan all read letters and/or spoke to the Board detailing and supporting the competence and professional behavior of their Department Manager, currently on administrative leave. Each was thanked for their comments.

Dr. Teresa Johnson thanked the board for their service. She spoke in support of the Department Manager, and said that this change had definitely impacted patient care. She

spoke of hospital values not being respected and the problems this produces. She ended by singing “Silent Night,” and wished all a Merry Christmas, and a peaceful year at SPH.

There were no further questions or comments.

### **Unfinished Business**

No items.

### **New Business**

Review Quality Collaborative report (Sue Shover, QI Specialist)

Ms. Shover reported that representatives from ASHNA and WSHA came to help nurses and other staff members learn best practices, including readmission, sepsis, and fall prevention. She spoke of positive changes, and gave kudos to staff and managers gathering information to help improve patient safety. She appreciated all the Board support and participation.

The board thanked her for her comments. There were no questions or comments.

### **Reports:**

#### **a. Chief of Staff**

Dr. Rob Downey attended Executive Session. He was not present for the regular board meeting.

#### **b. Service Area Board Representative**

Ms Lund reported that Sara Jackinsky had tendered her resignation, so there is a board opening. Representative Paul Seaton had given them a report on vitamin D. Ms. Torres had been ill, so they received no financial report. She said how much she appreciated the Board, and was glad to be on the SAB. Mr. Chesley said he had followed up in Finance Committee with issues raised about changes in the insurance procedures, and Holly will speak to this at the next SAB meeting.

Mr. Hambrick thanked her for coming. There were no questions or comments.

#### **c. Interim Administrator Report**

Ms. Torres was ill and did not attend the meeting. There was no report in the packet. Ms. McMorris reported, “Things are great.” Mr. Hambrick thanked her for coming and for all her hard work.

There were no further questions or comments.

#### **d. LTC Report**

Mr. Hambrick welcomed Ms. Helen McGaw, new LTC Manager, to the Board meeting. Her report was included in the packet. She stated it was an honor as a professional to work at SPH because of its excellent reputation throughout the state. She asked what kind of things the Board wanted to see in her monthly report. Mr. Hambrick replied that they would

like to see the backup included in the packet. He apologized for not being prepared for her attendance at the meeting, and thanked her again for coming.

There were no questions or comments.

**e. CFO Report**

Ms. Torres written report was contained in the packet. She did not attend the meeting.

There were no questions or comments.

**f. Chief Nursing Officer Report**

Ms. Kilpatrick's written report was provided in the meeting packet. She was not present.

There were no questions or comments.

**g. Marketing Report**

Ms. Ferraro's written report was provided in the packet. She had nothing further to add to the report.

Ms. Woodworth gave kudos for the great job coordinating all the events. There were no further questions or comments.

**h. Human Resources Report**

The written report was provided in the packet. Mike Dinges, Interim Human Resources Director, introduced himself and explained his background.

There were no questions or comments.

**j. Support Services Report**

Mr. Radeke's written report was included in the packet. He thanked the Board for supporting all the construction updates, and making sure that all stayed on target to get operating rooms completed, including regulatory and code regulations. HMC is on schedule to be done by Christmas.

There were no questions or comments.

**j. Strategic Initiatives Report**

Ms. Hansen's report was provided in the packet. She had nothing to add to the report.

There were no questions or comments.

**k. Board President**

Mr. Hambrick had no report.

There were no questions or comments.

## **I. Board Committees:**

### **Finance**

There was no written report from Finance today. Mr. Groesbeck had nothing to add.

There were no questions or comments.

### **Governance**

Ms. Drathman's report was included in the packet. She reported that in executive session the Board had election of members whose terms were expiring. Julie Woodworth, Bernadette Wilson and Susan Drathman were up for election, and they were reelected.

There were no questions or comments.

### **Education**

Ms. Wilson's report was in the packet. The committee did not hold a formal meeting. Ms. Wilson once again pitched AHA leadership workshop in February. She estimated currently 4 local persons were attending. She urged all to attend.

There were no further questions or comments..

### **Pension Plan**

The Pension Committee has not met. There was no report in the packet.

There were no questions or comments.

### **BOD Representative to Service Area Board Meeting**

Mr. Chesley was at the November meeting. He gave a brief summary.

There were no questions or comments.

## **Discussion**

### **a. BOD attendance to SAB Meetings**

Mr. Hambrick requested names to fill in the roster for the 2018 SAB meeting schedule. Ms. Drathman said she would send requests and fill in the schedule. Mr. Hambrick thanked her.

### **b. AHA Rural Health Care Leadership Conference – February 4-7, 2018, Phoenix** Check with Janet to sign up.

### **c. Submission of All Board Committee Annual Reports in January 2018** This is a reminder.

### **d. Begin discussion of Board 2018 Work Session (Education)**

Ms. Wilson reported that planning had not yet started on the 2018 Board Education Work Session.

## **Public Comments**

Ms. Soto mentioned that ASHNA will be sponsoring a bill next session regarding workplace violence towards hospital staff, as patients are arriving more violent than previously. Teamsters are probably going to be providing testimony as well. Anyone with practical experience with violent patients, etc. who wishes to testify, there will be notice for public comment.

She also said no matter to whom an incident happens, it has a very chilling effect. This is where leadership needs to come in to at least soften the blow, give some direction, and let them know everything will be OK, whether the outcome is what they want or not. She appreciated the courage it took for the employees to come in and speak. Mr. Hambrick thanked her for her comments.

#### **Comments from the Chief of Staff**

Dr. Rob Downey was not present.

#### **Comments from Senior Leadership**

Ms. Ferraro thanked the employees for coming in to speak, saying it was always a pleasure to represent their entire Department.

Mr. Radeke also thanked all for coming in to speak. He thanked Dr. Johnson for singing her wonderful carol.

Ms. Hansen thanked everyone for speaking, and wished Happy Holidays to all.

#### **Comments from the Recording Secretary**

Ms. Chastain wished all Happy Holidays, and good will toward all.

#### **Comments from the Service Area Board Representative**

Ms. Lund thanked everyone, saying all did a great job and she was proud of all, and wished everyone Merry Christmas and Happy New Year.

#### **Comments from Board Members**

Ms. Drathman stated thanked all for their hard work. She appreciated everyone's commitment and good will. She wished wonderful holiday to everyone.

Mr. Chesley mentioned the Board going through the CEO search process. A great takeaway this year has been all the wonderful feedback received from CEO candidates, saying what wonderful staff and facility we have, that we all should be proud. He congratulated everyone.

Ms. Woodworth agreed with Mr. Chesley. She welcomed Mr. Dinges and Ms. McGaw to their positions. She thanked Dr. Downey for his service as Chief of Staff in 2017, and welcomed Dr. Ostrom to the position starting January 2018. She said that the hospital is never short of "passionate staff and compassionate staff," and is grateful for it.

Mr. Groesbeck reminded all to remember those less fortunate, including hospital employees working on the front lines, encouraging all to be thankful to those who allow us to be with our families. He wished all a Merry Christmas.

Mr. Hambrick congratulated Sue Shover on her graduation.

Ms. Wilson thanked Dr. Downey for his year of service as Chief of Staff. She wished everybody Happy Holidays.

Dr. Hodnik thanked all for being a part of the big team. She felt that everyone does embrace what this hospital is, and participates in it. She hoped for the gift of peace and understanding, and all that we advocate through our own values and behaviors. She wished all Merry Christmas and a bright new year.

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

a. 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:

Appointment

Chambers, Peter DO	Family Medicine (ER Privil.)	Affiliate Staff
Moffett, Tyler MD	Internal Medicine	Affiliate Staff

Addition of Privileges:

Angus Warren, MD: Requests addition of moderation sedation privileges & ultrasound privileges.

(Appropriate documentation provided as outlined in policy)

Ms. Woodworth seconded the motion to approve.

Discussion: None further

Motion carried.

b. As a results of elections held in Executive Committee, Ms. Wilson moved to approve the open seats on the Board of Directors will be filled by Susan Drathman, Bernadette Wilson and Julie Woodworth:

Mr. Groesbeck seconded the motion to approve:

Discussion: None further.

Motion carried.

**Adjournment:**

Groesbeck/Wilson moved/seconded:

To Adjourn.

Discussion: None further.

Motion carried.

Meeting Adjourned at 8:32 p.m.

Respectfully Submitted,

Accepted:

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Nancy M. Chastain  
Recording Secretary

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Matt Hambrick, President

Minutes Approved: \_\_\_\_\_

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Bernadette Wilson, Secretary