

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

SPH Conference Rooms

April 25 , 2018

1. 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 – 5:04 p.m.*******

*******Out of Executive Session – 6:54 p.m.*******

*******Regular Session – 7:03 p.m.*******

President David Groesbeck called the regular meeting to order at 7:03 p.m.

2. Roll Call

Present:	Tom Clark	Matt North
	Keri-Ann Baker	David Groesbeck
	Lane Chesley	Bernadette Wilson
	Julie Woodworth	

Excused:	Matt Hambrick
	Vickey Hodnik

Also Present:	Joe Woodin, CEO
	Katie Ostrom, MD, Chief of Staff
	Ralph Broshes, Service Area Board representative
	Helen McGaw, LTC Director
	Holly Torres, CFO
	Angela Hinnegan, Finance Director
	Lee Yale, Interim Chief Nursing Officer
	Derotha Ferraro, PR & Business Development Director
	Jean “JJ” Juchnowicz, Interim HR Director
	Mike Dinges, Human Resources
	Glenn Radeke, Support Services
	Laura Hansen, Director of Strategic Services
	Kelly Cooper, KPB Assembly
	Sara Woltjen, Specialty Clinic Manager
	Cindy McMorris, Revenue Cycle Director
	Maria Soto, Materials Management
	Nancy Chastain, Recording Secretary

A quorum was present.

3.-5. Reflect on Living our Values

President Groesbeck noted that board meetings start with reflecting on the hospital's values. Ms. Ferraro read a letter received from a participant of "Walk with a Doc," praising how the program has helped her. Sara Woltjen read from results of the post-visit surveys from the outpatient clinics.

4.-5. Welcome Guests & Public/Announcements

Mr. Groesbeck welcomed everyone, referencing the "Rules for Participating in a Public Meeting" available for review. He asked those interested in speaking sign the visitors' sheet.

6. Approval of the Agenda

Ms. Woodworth moved to approve the agenda with one modification, removing item 11.b. "Vacant physician board seat," to the end of 16, "Announcements as a result of the Executive Session." Mr. Chesley seconded.

Discussion: None further

Motion carried.

7. Approval of the Consent Calendar

Chesley/Woodworth moved/seconded:

Consideration to Approve the Consent Calendar as written:

Discussion: Mr. Clark noted some irregularities in the content of 7.a., the March 28, 2018 meeting minutes. He stated that Ms. Baker had not been elected to the board until later in that meeting, so her name should not be included on the list of members at the start. He also noted that Ms. Wilson had not attended by phone. He asked for corrections.

Chesley/Woodworth moved/seconded:

Consideration to Approve the Consent Calendar as amended.

Discussion: Ms. Wilson read the items on the consent calendar into the record:

- a. Consideration to Approve the minutes of the March 28, 2018 Board of Directors meeting as amended.
- b. Consideration to Approve Resolution 2018-04, Authorizing Changes to our Bank Account Signers.
- c. Review Patient Centered Care Quality Committee minutes.

Discussion: None further.

Motion carried.

8. Presentations

- a. Proclamation Recognizing Torrie Morrison for over 21 Years of Service
Ms. Morrison was not able to attend the meeting, so the board will hold the proclamation until a future meeting when she can attend.
- b. Orthopedic/General Surgery/Specialty Clinic – Sara Woltjen
Ms. Woltjen outlined the providers, staff and work of each of the clinics, and their special skills. She referenced the positive survey feedback received by the clinics.

- c. iProtean – Board Assessment (18 minutes)
This program continued the board training.

Ms. Woodworth commented the Governance committee is looking at a new assessment tool. She said there have been annual self assessments and board assessments, though perhaps not the best implementation or followup. The board will be revamping these tools at its next committee meeting.

9. Public Comments on Items Not Appearing on the Agenda

Mr. Groesbeck took the opportunity to introduce Kelly Cooper, KPB Assembly member and asked for her comments. He also welcomed and introduced Jean “JJ” Juchnowicz, new Interim HR Director.

Recording Secretary Chastain shared with each board member a Pier One summer season schedule and 2 tokens for admission to a show of their choice.

10. Unfinished Business

No items.

11. New Business

A. Consideration to Approve South Peninsula Hospital Board Resolution 2018-05: opposing KPB Ordinance 2018-16, and requesting KPB Assembly’s Opposition – Ninilchik

Clark/Woodworth moved/seconded:

To Adopt South Peninsula Hospital Board Resolution 2018-05: A Resolution of the South Peninsula Hospital Board of Directors Opposing KPB Ordinance 2018-16 and Requesting the Kenai Peninsula Borough Assembly’s Opposition.

Discussion: Mr. Chesley confirmed with Ms. Wilson that the correct procedure had been followed in stating the Resolution. Mr. Groesbeck clarified to the audience that this is a South Peninsula Hospital resolution as opposed to a Kenai Peninsula Borough resolution. Ms. Cooper did a quick overview of the issue, saying the south service area boundary lies north of Ninilchik. An attempt to move it further south was defeated at the assembly level a few years ago. The issue of a service area boundary change has been brought back to the assembly. If this resolution passes, it goes to the voters. The statute reads that voters may vote only to increase a service area, not to decrease it, and those areas being decreased are not included in the voting.

In addition, a second ordinance will be introduced at the April 15 Assembly meeting to include Borough areas across Kachemak Bay in the southern peninsula. This is complicated as Seldovia is a first class city and other areas are not. Ms. Cooper’s advice was to address the first resolution now, then address the second ordinance after having an opportunity to review it.

The ordinance has been postponed to the May 15 to allow for public comment. A community meeting is scheduled for April 29 in Ninilchik to get input from people there. Three assembly members will attend. The Annex will be open on May 1 as well as May 15. Ms. Cooper asked for local people to drive up to the Assembly meetings to show a presence there.

Mr. Clark verified that the only people who can vote under the current resolution are those inside the expanding area (central peninsula), not those in the diminishing area. Mr. Chesley clarified that the second ordinance being introduced is an effort to help make the proposed changes revenue neutral to South Peninsula Service Area. He asked for the cost comparison, Ninilchik vs Seldovia, and was told the Borough has not yet done the financial impact.

Ms. Cooper stated that the assembly had postponed the ordinance to May 15 because the boards giving input needed more time. The Seldovia ordinance is being introduced on the 15th. There is no formal hearing or vote on that. There will not be a public hearing on that on April 15.

Ms. Woodworth said that the board’s role is to make sure that we have a viable hospital in Homer. She reminded all that most Peninsula residents visit Homer some time during the summer, and the hospital is a critical component of visitor safety. She said she learned at the Rural Health Conference that 1700 rural hospitals have closed since 2008.

Ms. Cooper said the emergency corridor did pass, which is appropriately being paid for by all Peninsula residents. Ms. Baker said the boundary has not been changed since its creation, but the demographics are changing with an aging population. Every year the local non-taxpayer base gets larger, and shrinking the boundaries at the same time, leaves a burden to a smaller population with the expectation that services will remain the same.

Mr. Chesley reminded all that the tax money is not fluff, it’s critical to the hospital’s mission and the wellbeing of the southern part of the Peninsula. He added that when choosing where to locate, a critical component is local health care, and so the hospital can help grow the tax base.

Ms. Cooper said everyone’s comments were needed. Ms. Ferraro thanked Ms. Cooper for her very hard work on behalf of the subject.

A Roll Call vote was requested.

The vote:	Yes:	North, Wilson, Woodworth, Baker, Chesley, Groesbeck, Clark,
	No:	0
	Excused:	Hodnik, Hambrick

Motion carried.

Mr. Groesbeck emphasized Ms. Cooper's request for board support in this matter.

12. Reports (Review of operations/projects)

A. Chief of Staff – Katie Ostrom, MD

Dr. Ostrom said the ER nurses survived their first week of electronic medical records charting. She also reported the Medical Executive Committee had increased their support of the healthcare provider scholarship, increasing their commitment to teaching medical students. She acknowledged Christie Martinez, MD, as one of these students who came back to work locally. She also mentioned the collaboration between OB and the OR. Two sets of twins are due in the next month, and both are to be natural births rather than cesarean sections.

B. Service Area Board Representative – Ralph Broshe

Mr. Broshe noted that the SAB had seen and appreciated Ms. Woltjen's presentation on the specialty clinic. The board is also dealing with the boundary change issue, and will have as many people as possible testify in person or at the Annex. He noted that as vice chair, he was temporary chair now that Ms. Baker had defected to the operating board. He reminded everyone that SAB would not have meetings in June and July unless some emergency develops. He also noted the board had passed their budgets in a timely way.

There were no further questions or comments.

C. Chief Executive Officer – Joe Woodin

CEO Woodin's report was included in the packet. He added the following thank yous, etc.:

- He said his first full month was a lot like drinking from a fire hydrant.
- He thanked Ms. Hansen and his staff for all their help.
- He complimented Mr. Radeke on the good job he and his staff do.
- He thanked Ms. Ferraro for her help with many things.
- He thanked Ms. Torres for all her work with the budget.
- He recognized the challenges with changes in technology.
- He thanked Dr. Ostrom for her work.
- He welcomed Ms. Juchnowicz, and gave special thanks to Mr. Dinges for stepping in.
- He complimented Ms. McGaw for getting back the Long Term Care 5 star rating.
- He thanked all for their teamwork.

There were no questions or comments.

D. LTC Report – Helen McGaw, Director

Ms. McGaw explained that the error that lost the 5-star rating had been technical, with only 1 week of staffing having been reported on a form instead of 2 weeks (consequently depicting staffing levels at half of the usual). So the team pulled data to substantiate that LTC is always fully staffed.

There were no questions or comments.

E. Chief Financial Officer – Holly Torres

Ms. Torres's report was included in the packet. She mentioned the following:

- March was a little softer, with patient revenues down a little.
- Closely monitoring the contractuals.
- Putting in some reserves on various purposes.
- Long Term Care Medicaid audit going back to 2015.
- Revenue team continues to do great.
- IT projects to implement a more robust billing claims application for us.
- Thanks to Dr. Ostrom for recognizing the Emergency Department electronic record implementation. Evident said one of the best EDIS implementations they have seen recently. They will take our suggestions to their team to talk about.

There were no comments or questions.

F. Chief Nursing Officer Report- Lee Yale

Ms. Yates' report was included in the packet. She noted:

- Sterilizer is up and running, and can run one load daily compared to 13 loads previously. The implementation was done at night so the operating room would not be shut down. She complemented the Support Services team for a great job.

There were no questions or comments.

G. Market Report – Derotha Ferraro, Director

Ms. Ferraro's written report was provided in the meeting packet. She mentioned the following:

- She reminded all of the Homer Steps Up Challenge, a fun community spirit challenge. Use the hospital website to enroll. Kickoff is at WKFL Park on Monday, April 30, and begins on Tuesday.
- Dr. Ostrom, Sonja Martin-Young, and Ms. Ferraro represented services at the Nihilchik Health Fair. Ms. Ferraro asked everyone if they came to Homer, or used the hospital, to get information for the Borough on the boundary issue.
- She thanked all who attended, helped at or spread the word about the Homer Medical Center Open House.
- She passed out picture of volunteers at the Long Term Care Volunteer Appreciation Lunch.
- She included pictures from Opioid Task Force Meeting 04/28/18, and listed the large number of local organizations represented in the photos.

There were no questions or comments.

H. Human Resources Report – Mike Dinges

Mr. Dinges' written report was provided in the packet.

There were no questions or comments.

I. Support Services Report – Glenn Radeke

Mr. Radeke's written report was in the packet. He mentioned the following:

- When installing the new sterilizer, the 20-year-old sterilizer was removed and decommissioned.
- Completed access to new badge readers to the surgery area and other areas unavailable to public access.
- Parking lots were swept.
- SPH vehicles were all serviced for the spring and summer.
- Completed annual fire alarm system certification and testing.

Mr. Groesbeck asked Mr. Radeke to look into getting a small JoBox for jumpstarting cars in the SPH parking lot. He complimented support services on how good the campus looks. Mr. Radeke related a story of helping someone with a flat tire, who then rewarded the department with cupcakes.

There were no further questions or comments.

J. Strategic Initiatives Report – Laura Hansen

Mr. Hansen's written report was included in the packet.

There were no questions or comments.

K. Board President

President Groesbeck had no report.

L. Board Committees

Finance

Mr. Chesley stated as the new Treasurer he relied on Ms. Hinnegan and Ms. Torres to mentor him in understanding his role and what he is responsible for. He thanked them for their forbearance. He said he has been busy working with the budget.

There were no questions or comments.

Governance

Ms. Woodworth mentioned again working on board assessments. She reminded all that May 8 is the Doctor Dinner. Mr. Groesbeck suggested meeting at the hospital and going to the dinner location in the Long Term Care van. Ms. Baker offered her vehicle as backup. The board will meet at the hospital at 6:00.

There were no further questions or comments.

Education

Ms. Hodnik did not attend. Ms. Wilson stated that the Education Committee had not met.

There were no questions or comments.

Pension Plan

Mr. Chesley chaired the last meeting. Administration is bringing guidance information to the committee that they will use to work on various pension issues over the coming months.

There were no questions or comments.

M. BOD Representative to Service Area Board Meeting

Mr. Hambrick was ill and was not able to attend the meeting. Mr. Groesbeck thanked Mr. Broshes for filling the board in on the proceedings at the SAB.

There were no questions or comments.

13. Discussion:

No items.

14. Public Comments and Public Presentations

Ms. Soto thanked Mr. Radeke and the Support Services crew, saying while he was gone the crew did a fantastic job of keeping everything up to par. Even when asked for extras, they did everything with a gracious attitude. She also asked for talking points on the boundary ordinance that she could hand out to people. Mr. Groesbeck asked Ms. Ferraro to share her list. She further noted she always tries to be fiscally responsible in her job. She felt a crucial part of a stable fiscal environment was to get serious about standardizing equipment.

15. Comments

a. Chief of Staff

Dr. Ostrom thanked everyone for honoring the doctor's on Doctor's Day.

b. CEO

Mr. Woodin thanked the board members for their time and their diligence in reading stacks of materials, attending meetings, and helping to manage the hospital.

c. SPH Senior Leadership

Ms. Ferraro shared stories of two persons who attended some part of the Opioid Task Force meeting based at Land's End a couple of months back. Both persons sought help as a result of the Task Force meeting. They have been able to move forward in dealing with their addiction, and are doing quite well.

e. SAB Representative

Mr. Broshes reminded everyone that on May 1 at 6:00 p.m. the Annex will be open for the Public Hearing to discuss the boundary issue.

There were no further questions comments.

f. Board Members

Mr. North had no comments.

Ms. Baker thanked Ms. Ferraro for all her hard work on the boundary line change, and the many other issues she works on.

Mr. Chesley thanked Mr. Woodin for doing such a great job of hitting the ground running. He said he looked forward to the day he would report back that the hose was only half full.

Ms. Woodworth thanked Assembly member Cooper and Ms. Ferraro for all their hard work on the talking points. She welcomed Ms. Juchnowicz, and congratulated Ms. McGaw for the return to 5-star rating in LTC.

Mr. Clark welcomed Ms. Juchnowicz to her new hospital position, and Keri Ann Baker to the operating board.

Ms. Wilson mentioned the Kids Safety Fair this coming weekend. She congratulated Torrie Morrison. She noted that Ms. Morrison had been a very active member of the Quality Committee, and will be sorely missed there.

17. 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 of:

Landess, Christopher MD	Emergency Dept.	Active Staff
Mullins, Darren MD	Medical Oncology	Courtesy Staff
Okon, Nicholos DO	Radiology	Telemedicine Privileges
Thomson, Ruth DO	Radiology	Telemedicine Privileges

Reappointment of:

Austin, Robert CRNA	Nursing Anesthesia	Allied Practitioner, Cat. A
Endres, Donald MD	Otolaryngology	Courtesy Staff
Greet, Laura CNM	Midwifery	Allied Practitioner, Cat. A
Martinez, Roger MD	Emergency Dept.	Active Staff

Ms. Woodworth seconded the motion to approve.

Discussion: None further.

Motion carried.

b. Vacant Physician Board Seat

As a result of Executive Session, Ms. Woodworth moved to appoint M. Todd Boling, DO, to the designated Physician seat for the Board of Directors.

Mr. Chesley seconded the motion.

Discussion: None further.

Motion carried.

23 Adjournment:

North/Chesley moved/seconded:

To Adjourn.

Discussion: None further.

Motion carried.

Meeting Adjourned at 8:41 p.m.

Respectfully Submitted,

Accepted:

Nancy M. Chastain
Recording Secretary

David Groesbeck, President

Minutes Approved: _____

Bernadette Wilson, Secretary