

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

SPH Conference Rooms

May 23, 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 – 5:08 p.m.*******

*******Out of Executive Session – 6:58 p.m.*******

*******Regular Session – 7:04 p.m.*******

President David Groesbeck called the regular meeting to order at 7:04 p.m.

2. Roll Call

Present:	Tom Clark	Matthew Hambrick
	Vickey Hodnik	David Groesbeck
	Lane Chesley	Bernadette Wilson
	Julie Woodworth	Matt North
Excused:	Keri-Ann Baker	
	M. Todd Boling, DO	
Also Present:	Joe Woodin, CEO	
	Holly Torres, CFO	
	Ralph Broshes, Service Area Board Representative	
	Katie Ostrom, MD, Chief of Staff	
	Derotha Ferraro, PR & Business Development Director	
	Lee Yale, Interim Chief Nursing Officer	
	Helen McGaw, LTC Director	
	Glenn Radeke, Support Services Director	
	Laura Hansen, Director Strategic Initiatives & Planning	
	Jean Juchnowicz, Interim Director of Human Resources	
	Sue Shover, Interim Director of Quality Management	
	Maria Soto, Materials Management	
	Jacqueline Lenew, SAB Representative	
	Michael Armstrong, Homer News	
	Megan Pacer, Homer News	
	Renee Gross, KBBI	
	Barb Brodowski	
	Kellen Davenport	
	Sharon Stewart	
	Nancy Chastain, Recording Secretary	

A quorum was present.

3.-5. Reflect on Living our Values/Announcements, Welcome Guests & Public

President Groesbeck welcomed everyone. He asked Ms. Woodworth to reflect on the hospital's values. She noted that the room was full of visitors (21) who cared about the hospital and had taken time out of their day to attend. She said the purpose of always having the values on the agenda was to remind everyone why we're here and the kind of work the hospital does.

Mr. Groesbeck reminded those who wished to speak that the Rules for Participating in a Public Meeting were available for review, and asked them to sign the sign-up sheet.

6. Approval of the Agenda

Discussion: Mr. Groesbeck called for a motion to approve the agenda as written.

Mr. Hambrick moved to approve the agenda as written. Mr. Chesley seconded.

Discussion: None further

Motion carried.

7. Approval of the Consent Calendar

Discussion: Mr. Groesbeck called for approval of the Consent Calendar, and read the description of consent calendar qualifiers.

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

- a. Consideration to Approve: The minutes of the April 25, 2018 Board of Directors meeting.
- b. Consideration to Approve: Review of 3rd Quarter Update to the FY 18 Strategic Action Items
- c. Consideration to Approve: Committee Appointments and Board Roster as amended in Executive Session.
- d. Consideration to Approve: Review Patient Centered Quality Committee minutes.

Woodworth/Hambrick moved/seconded:

Consideration to Approve: Consent Calendar as written.

Discussion: None further.

Motion carried.

8. Presentations

iProtean presentation – Board Effectiveness (18 minutes)

This program continued the board training, focusing on the use of executive session, communication, education and setting priorities.

9. Public Comments on Items Not Appearing on the Agenda

Barb Brodowski read a letter she'd written about recovering from her stroke, and the expert help she received from the former rehab department director. Kellen Davenport thanked the hospital for choosing Mr. Woodin as CEO. He spoke of the difficulty of "recording history accurately," stressing the care and caution this requires.

Maria Soto thanked the board for their commitment to the community, and thanked them on behalf of the membership for the recent Hospital Week, saying it was good for those who do not often get “thank you” to be appreciated in this way. She said everyone needed to concentrate on the patient and his/her needs. She stressed the need to get to the truth of the issues in a respectful, compassionate, open and kind way, and the need to be careful how we go forward with it. She pressed getting resolution for everyone.

Sharon Stewart chose not to speak at this time.

10. Unfinished Business

No items.

11. New Business

A. Consideration to Approve SPH Resolution 2018-06, Approving FY 19 Operating Budget

Discussion: Mr. Groesbeck introduced the motion. Mr. Chesley read the supporting memo into the record.

Chesley/North moved/seconded:

To Pass and Adopt SPH Resolution 2018-06 approving the Fiscal Year 2019 Operating Budget of South Peninsula Hospital, Inc.

Discussion: Ms. Woodworth clarified that the excess revenue over expenses included tax dollars that are to be used for bond repayment and capital expenditures.

Roll call vote was requested.

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

Motion carried.

Mr. Groesbeck read the resolution into the record:

“A RESOLUTION OF THE SOUTH PENINSULA HOSPITAL BOARD OF DIRECTORS APPROVING THE FISCAL YEAR 2019 OPERATING BUDGET

WHEREAS, Administration uses a systematic, fiscally responsible process for developing the South Peninsula Hospital Inc., FY 1019 Operating Budget, which includes participating of department directors, managers and administration; and identification of strategic growth need: and

WHEREAS, the FY 2019 Operating Budget is critical to the mission and vision of South Peninsula Hospital, Inc.; and

WHEREAS, the FY 2019 Operating Budget to the Strategic Plan and Action Plan developed by the SPH; and

WHEREAS, the FY 2019 Operating Budget was approved by the Finance Committee on May 23, 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA HOSPITAL, INC., TO APPROVE THE FISCAL YEAR 2019 OPERATING BUDGET.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA HOSPITAL, INC. THIS Wednesday, May 23, 2018.”

Mr. Groesbeck thanked Ms. Torres and her staff, Mr. Chesley and Mr. Woodin for their work on the budget.

There were no further questions or comments.

12. Board Committee Reports / Updates

Finance

Mr. Chesley reported he was relieved to have the budget done. He noted that the governor signed the Health Care Cost Transparency Law, and now the committee will take a look at that.

There were no questions or comments.

Governance

Ms. Woodworth did not have a written report. She said they had an excellent board orientation for the new board members, Keri-Ann Baker and M. Todd Boling, DO. She had met with Mr. Woodin to talk about board assessments. The Doctor's Dinner was well attended.

There were no questions or comments.

Education

Regarding the retreat, Ms. Hodnik asked for suggestions from the board, and to bring them to the next meeting.

There were no questions or comments.

Pension Plan

Mr. Groesbeck reported that the pension committee did not meet.

There were no questions or comments.

13. Organizational Reports

A. Chief of Staff – Katie Ostrom, MD

Dr. Ostrom said both sets of twins had delivered successfully. She stated that all departments are working hard to become more proficient using the upgrades and new electronic medical records, and thanked the public for their patience with that. She also thanked the board for the wonderful provider dinner. She noted the energy involved in assessing the needs on the peninsula for mental health, behavioral health, and opioid dependence, and how this involves the hospital as well.

B. Service Area Board Representative

Jacqueline Lenew represented the Service Area Board (SAB). She relayed the following:

- She thanked Ms. Torres and complimented her on highlighting financials for the SAB.
- Mr. Woodin went over the plans and goals he has for the hospital, including storage and parking lot, developing teamwork, etc.
- She thanked Ms. Woodworth for encouraging SAB members to attend next year's Rural HealthCare Conference.
- During the meeting as a whole, the board discussed the options the service area is facing about changing the area boundary, KPB Ordinance 2018-16.
- Discussed the need for the SAB to draft a resolution to make it's position on the boundary clearer before voting takes place at the June 19 KPB Assembly meeting. The board looked at the midway point option along with inclusion of areas across the Bay as possible compromise, and what kind of impact that would be.
- Although the SAB usually does not meet in June, a meeting will be held on June 14 after the KPB Assembly presents their revised proposal, but before the June 19 KPB Assembly meeting. All agreed a win-win outcome would show goodwill for all.
- The resignation of Keri-Ann Baker was presented and accepted. Acting Chair Ralph Broshes was unanimously elected as Chair, and Roberta Highland was elected as Vice Chair.
- The board has a vacant seat. Ms. Chastain will contact the Borough to find out how quickly the board needs to find a new member.
- No meeting in July unless an issue develops.

C. Chief Executive Officer – Joe Woodin

CEO Woodin's report was included in the packet. He mentioned the following highlights:

- The hospital and service area are trying to get to a win-win on the boundary issue, as it will never feel good to be in a win-lose on this.
- Starting a pre-Master Facility Plan. Also, beginning a new Strategic Planning phase, a process which is important to assess every 3 years.
- Working on organization chart changes and leadership issues.
- Sue Shover is leading the effort on the revised Quality Management Department.

- Janet McNary is moving to Coding, and Maura Jones is taking her place as Senior Administrative Assistant. Jessica Williams is also joining the Admin team, providing support to the Senior Management Team.
- Mr. Woodin spoke to the deep pain and sadness brought about in our community hospital by the issue in the Physical Therapy Department, saying we are all trying to figure this out, make good decisions and heal. Being afraid to talk to one another, or express regret or sorrow, can make things worse. He reminded everyone that we're not hiding out, we're trying to process things.
- He had good discussions with Teamsters representatives, who work to ensure a healthy, fair work environment, helping make the organization successful as well.

There were no questions or comments.

D. LTC Report – Helen McGaw

Ms. McGaw's report was not included in the packet. She mentioned:

- 26 Residents as of tonight, with one more to be admitted in the morning.
- Problems with Medicaid continue.

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:

- Happy to be done with the budgets.
- Financial report was as budgeted and expected.
- Continue to be cautious about Medicaid, and this is reflected in the budgets.
- Continue to see improvements in cash on hand.
- Investing a lot in electronic medical records and supplemental programs, which has improved reimbursement.
- Audit season coming this summer.
- Finance has added an accountant, Trey Taylor.
- Received a state grant last fall to look at charges. Step 1 is cleaning up the system (down from 28,000 items to 8,000). Now pricing of services can be reviewed, and the department can develop a transparent pricing methodology to share and publish as required.

There were no comments or questions.

F. Interim Chief Nursing Officer Report – Lee Yale

Ms. Yale's report was included in the packet. She added:

- OR had an exceptionally good month.
- The team is growing and developing strong bonds, and is heading in the right direction for nursing care.
- Acute Care has plans to deal with a few smaller problems.

Ms. Woodward asked about a red alert that occurred due to staffing issues. Ms. Yale clarified this was when the hospital was at capacity, meaning that the patient was held until a bed became available. One incident lasted 6 hours, the other about 4 hours.

There were no questions or comments.

G. Market Report – Derotha Ferraro

Ms. Ferraro's written report was provided in the meeting packet. She showed photos of:

- The Safe and Healthy Kids Fair.
- Homer Steps Up list of teams and their standings. Grand Event at the Farmer's Market on Saturday 1:30.
- Community education this month: Giulia M. Tortora, MD did "Making Sense of Medical Decisions," which went very well at the college. D. Rob Downey, MD did "The Silent Killer: Inflammation," as well as Functional Medicine at Rotary.
- Specialty Clinic table at the Health Fair.

Mr. Groesbeck thanked her for all she does. There were no questions or comments.

H. Human Resources Report – Janet Juchnowicz.

Mr. Juchnowicz's written report was provided in the packet. She mentioned:

- Her report should read 8 travelers: 2 PT, 3 RN, 1 LPN, 1 OT, and Interim HR Director.
- Working on the Employee Forum, first one May 24, next is May 29.
- Open Benefits (electronic online) enrollment June 1 to June 8.

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:

- Getting CAD drives updated for Life Safety Drawings as well as Fire Alarm drawings. Getting all the drawings put together in one file to help move into facilities planning assessment.
- Full scale communication exercise coming up with State of AK Emergency Operations Center at JBER, Kenai Peninsula Borough, other hospitals on the Peninsula to test capabilities on emergency radio, with a cascading events of systems going down.
- Working with Homer Public Health to do a Point of Dispensing exercise.
- Putting together a plan to monitor water quality in the hospital to test for Legionella, etc., that can grow in the water at warmer temperatures. This is a requirement by CMS now.

There were no questions or comments.

J. Strategic Initiatives Report – Laura Hansen

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

There were no questions or comments.

K. Board President

President Groesbeck reserved his comments for later.

There were no further questions or comments.

L. BOD Representative to Service Area Board Meeting

Ms. Woodworth attended the meeting. She noted:

- Mr. Broshe was elected Chair, and Ms. Highland was elected Vice Chair.
- She asked for suggestions for someone who might be interested in serving on the Service Area Board, as they have a vacant seat.
- They were reviewing their grant application process, solidifying criteria for grading applicants.
- There was a lot of discussion on the service area boundary.
- Assembly member Kelly Cooper discussed alternative plans for funding the borough, such as tax rate, mil rate bump, etc.

There were no further questions or comments.

14. Discussion:

a. Medical Staff Dinner – May 8

Ms. Hodnik said the building was a very nice environment, but a little small. Others agreed.

b. Board Retreat

Ms. Woodworth suggested half a day on Friday, June 22, and asked people to think about that. Mr. Groesbeck asked people to make a notation on the June board calendar.

15. Comments/Announcements

a. Comments from the Chief of Staff

Dr. Ostrom plugged her “Walk with a Doc” coming up on June 2, “Stress, Incontinence and Exercise.”

b. Comments from the CEO

Mr. Woodin appreciated everyone’s patience with him as he continues to acclimate to the organization.

c. Comments from the SPH Senior Leadership

Ms. Ferraro wanted to follow up on National Hospital Week, which this year was planned by a whole group of volunteers who had never done that before. They had added it to their normal work duties. They were Lee Yale, Laura Hansen, Cindy

McMorris, Dawn Johnson, LyDette Kieffer, and Mark Stevens. She thanked them all.

Ms. Torres shared that the Financial Assistance Program had been updated on the website by adding a brochure, which is also available at the front desk. There are two financial counselors who assist with financial applications.

Ms. Woodworth queried Ms. Torres about the CPSI conference in May. Ms. Torres stated a team went, sending 8 people because they had not been in several years. People came back with great networking, and opportunities for SPH to continue to leverage the application and do a lot more with it. Post conference followup meeting will be next week.

Sue Shover thanked Mr. Woodin and the Board of Directors for their confidence in her skills, and for recreating Quality Management as a department again. She asked for patience as they regroup.

d. Comments from the Recording Secretary

In response to Mr. Groesbeck's query, Ms. Chastain reported that "Waiting for Godot" was opening the season this weekend at Pier One Theatre on the Spit.

e. Comments from Service Area Board Representative

Ms. Lenew thanked the board for their hard work.

f. Comments from Board Members

Mr. Hambrick welcomed JJ to the staff, and thanked her for coming tonight.

Ms. Wilson thanked everyone involved in Hospital Week activities. She thanked Mr. North for his years of service.

Mr. Clark thanked Mr. North for his years of service.

Ms. Woodworth thanked the hospital for the blanket as part of Hospital Week activities. She said it had been a pleasure serving with Mr. North all this time.

Mr. Chesley thanked the board for all their hard work and the employees for all they do. He thanked the community members for how strongly they support the hospital.

Dr. Hodnik appreciated the public attending the meeting. She appreciated that people were paying attention. She told Ms. Brodowski she was happy to see her up and around town. She reminded all that we should celebrate each other and who we are rather than who we are not. She thanked Mr. North for his service on the board.

Mr. Groesbeck mentioned National Hospital Week, thanking all the employees of South Peninsula Hospital for the work they do, with special thanks to the team that coordinated the event here. He said the feedback was very positive.

Mr. Groesbeck also reported that Mr. Matt North had announced he was stepping down from the Board of Directors. Mr. Groesbeck thanked him for his service and wished him well.

Mr. North thanked everyone, saying that he'd served on the board since 2003. He noted the difficulty of being out and about in the community, getting an "ear beating," and not being able to verbally respond. He recognized there are two sides to the issues. He said we're all here because we live here, and we like the hospital and community. At some point, he said, we will all need hospital services. He felt every board member was trying to make the hospital a better place, and felt good that it was the best place he could be if he needed it. He said he will see everyone in the community.

As a point of protocol, Mr. Groesbeck noted that the Governance Committee would be meeting to fill Mr. North's "considerable XtraTuffs."

16. 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:

Appointment of:

Anderson, Frederick DO	Radiology	Telemedicine
Zonzel, Nicole FNP	Family Nurse Practitioner	Allied Practitioner, Category B

Reappointment of:

Battah, Shadi MD	Internal Medicine/eICU	Telemedicine
Berenson, Matthew MD	Internal Medicine/eICU	Telemedicine
Delgado, Alexis MD	Internal Medicine/eICU	Telemedicine
Dolgonos, Lior MD	Internal Medicine/eICU	Telemedicine
Kamali, Javid MD	Internal Medicine/eICU	Telemedicine
Lee, Edwin, MD	Internal Medicine/eICU	Telemedicine
Luna Zelaya, Jose MD	Internal Medicine/eICU	Telemedicine
McGhan Ryan MD	Internal Medicine/eICU	Telemedicine
Rojas, Julian MD	Internal Medicine/eICU	Telemedicine
Shergill, Ravi MD	Internal Medicine/eICU	Telemedicine
Kramer, Thomas MD	Cardiology	Telemedicine
Plymire, Rebecca PA	Physician's Assistant	Allied Practitioner, Category B

Ms. Woodworth seconded the motion to approve.

Discussion: None further.
Motion carried.

17 Adjournment:

North/Hambrick moved/seconded:

To Adjourn.

Discussion: None further.

Motion carried.

Meeting Adjourned at 8:23 p.m.

Respectfully Submitted,

Accepted:

Nancy M. Chastain
Recording Secretary

David Groesbeck, President

Minutes Approved: _____

Bernadette Wilson, Secretary