

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

**SPH Conference Rooms**

**February 27, 2019**

**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 – 5:30 p.m.\*\*\*\*\***

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

**\*\*\*\*\*Into Regular Session – 7:01 p.m.\*\*\*\*\***

Vice President Hambrick called the regular meeting to order at 7:01 p.m.

**2. Roll Call**

Present:	Tom Clark	Julie Woodworth
	Lane Chesley	Keri-Ann Baker
	Matt Hambrick	Melissa Jacobsen
	Bernadette Wilson	M. Todd Boling, DO

Excused:	David Groesbeck	Walter Partridge
----------	-----------------	------------------

Also Present:	Joe Woodin, CEO
	James Basch, Interim CFO
	Alan House, Interim Controller
	Giulia Tortora, MD, Chief of Staff
	Emma Schumann, Director of Strategic Initiatives and Services
	Maura Jones, Sr. Executive Administrative Assistant
	Dawn Johnson, Surgical Services Manager
	Helen McGaw, LTC Director
	Lee Yale, Chief Nursing Officer
	Glenn Radeke, Support Services Director
	Deratha Ferraro, Marketing/Public Relations Director
	Sue Shover, Director of Quality Management
	Anna Hermanson, Revenue Cycle Director
	Laura Miller, CLS 3, Laboratory Director
	Katie Ostrom, MD, Homer Medical Center
	Paula Godfrey, MD, Emergency Department
	Christy Martinez, MD, Homer Medical Center
	Amber Huestis, Acute Care Social Work
	Maria Soto, Materials Management

A quorum was present.

**3. Reflect on Living our Values**

Ms. McGaw told 2 stories of Long Term Care staff going above and beyond with care and kindness to residents. After hearing one resident express a "bucket list" desire for a helicopter ride, a nurse contacted an agency willing to take her up on a hour and a half helicopter ride. The resident had a wonderful time. Ms. McGaw also told of arranging for "cuddle night" at the request of the husband of a new resident.

**4. - 5. Welcome guests and audience/Introduction / Announcements/Rules for Participating in a Public Meeting**

Mr. Hambrick welcomed all the guests in the audience tonight. He reminded visitors of the rules for participating in a public meeting.

**6. Approval of the Agenda**

Ms. Woodworth moved to approve the agenda as written. Ms. Baker seconded the motion. There was no discussion or dissent, and the motion carried.

**7. Approval of the Consent Calendar**

Mr. Hambrick called for approval of the Consent Calendar.

Discussion: Ms. Wilson asked that Item 7. b., "Consideration to Approve Medical Staff Bylaws," be moved to New Business, as Item 11. b.

Ms. Wilson then read the remainder of the Consent Calendar into the record.

- a. Consideration to Approve the Board of Directors meeting minutes of January 23, 2019.
- b. Review January 8, 2019 Patient Centered Care Quality Committee minutes.

Woodworth/Baker moved/seconded: To Approve:  
The Consent Calendar as amended.

Discussion: None further.

Motion carried.

**8. Public Comments (limit to 3 minutes)**

Mr. Hambrick called on Ms. Soto, who had signed up to speak. She thanked the Board members for their service. She spoke on hospital "values" and "healthy workplace." She read a handwritten note she had found on her office floor. It was a list of personal issues. She said somebody was in her office who was dealing with these issues. She wondered how she had treated this person, not knowing. She urged everyone to treat others with the greatest kindness.

There were no questions or comments.

**9. Presentations**

**a. Laboratory Director Update - Laura Miller**

Ms. Miller discussed the 8 main departments within the lab: Chemistry, Hematology, Microbiology, Micro-Serology, Patient Services, Point of Care, Quality Assurance, and Blood Bank. She praised her staff and the work they do. She showcased the main techs that take care of each department, oversee quality control, training, policy and procedure revisions, and research of new equipment. She thanked the Board for supporting the department and helping to buy state-of-the-art, best-practice analyzers. She appreciated all the support the lab gets from the other departments. The lab is working together steadily to make improvements. She stated she runs interference so her staff can do their work, and feels blessed to work with very talented people. Dr. Randy Van Antwerp, from Pathology Associates in Anchorage, is Medical Lab Director, and is available and very helpful when needed.

Ms. Woodworth praised the lab for its excellent surveys and the great work it does. Dr. Godfrey commended the quality of Ms. Miller's work in the lab. Mr. Hambrick thanked her for her presentation.

There were no comments or questions.

**b. SPH Substance Use, Misuse & Addiction Task Force - Task Force Members Derotha Ferraro, Amber Huestis, Dr. Katie Ostrom, Dr. Paula Godfrey, Dr. Cindy Martinez**

The Task Force's written detailed report was included in the packet.

The presentation opened with a video on addiction and stigma.

Each presenter introduced herself and spoke on separate areas of the report, listing Strengths/ Weaknesses/ and Opportunities for each:

- Addiction
- Internal Disconnects within SPH Systems
- Inconsistent Language
- Lack of Identity
- Staff Support and Training
- Case Management
- Focus and Prevention

The Task Force will present an updated report in 2 months; and next month, Dr. Sarah Spencer, Addiction Medicine Specialist, will present the specifics of the ER program.

Ms. Ferraro mentioned the Task Force lay down showing:

- Green highlighting indicating areas already in action, possibly completed;
- Yellow showing indicating a little bit of movement; and
- Uncolored areas with no action taking place.

There were no further comments or questions.

**10. Unfinished Business**

No items.

**11. New Business**

**a. 2nd reading of Board Bylaws Proposed Change - Julie Woodworth**

Discussion: Ms. Woodworth noted this is the second reading of the proposed bylaw revision, **ARTICLE III – MEMBERS, Section 1**, which changes the SPH Operating Board size to a minimum of 10 and maximum of 13 members, 9 of whom would be local residents, and 1 which would be a designated physician seat.

Jacobsen/Chesley proposed an alternative amendment to **ARTICLE III - MEMBERS, Section 1**, to read:

The Hospital Board shall consist of eleven (11) members. Nine (9) members shall reside in the South Peninsula Hospital Service Area; one (1) member may be a Borough resident outside of the Service Area; and one (1) which will be a designated physician seat.

Discussion: Ms. Jacobsen explained that on the first reading she thought the present proposed amendment was a little ambiguous, in that it only identified residency requirements for 10 of the 13 members. She compared it to the Central Peninsula Hospital Board composition, which was 11 members, all of whom must reside in their Service Area. She felt 13 members seemed excessive, a large increase from 10. She felt it would be good to designate the area where the additional members would reside.

Ms. Woodworth referenced Jamie Orlikoff, who does best practice studies and works with Boards. At the Rural Health Care Leadership Conference he stated Boards should have no fewer than 9, no more than 19 members, and recommended 13 to 17, no matter the size of the organization. The goals are: 1) to capture additional Board members to fill a niche or gap; and 2) to access experts where locals do not have expertise. The first proposed amendment gives the needed flexibility.

Mr. Clark said that as it reads now, the first proposal indicates up to 3 members may live outside the service area, compared to the new proposal that requires Borough residency.

Mr. Chesley supported the new proposal, saying he wanted to see the Board grow to 11 members. He felt the Board should continue to increase local participation, particularly for committee membership and the continuing workload. He felt the Board needed 2 additional Committee-Member-At-Large participants, so there are

always 2 potential new Board members in a development program. This would increase participation, too.

There was much discussion about allowing members from outside the Borough. The issue of expert help was discussed. It was noted that Central Peninsula Hospital does have an Anchorage resident on their Board.

It was determined that switching to the new amendment would put the process back to a first reading of the amendment, but that the Governance Committee would not have to redraft it.

A show of hands was requested for the proposed amendment.

Motion carried.

The language will be adjusted to that above for the next meeting.

**b. Consideration to Approve Medical Staff Bylaw amendment to add the physician Board member as an ex-officio member of the Medical Executive Committee, with language as presented.**

Discussion: Ms. Wilson noted that the actual Bylaw change needed to be included in the motion and recorded in the minutes.

Woodworth/Baker moved/seconded: To Approve:

8.04 **MEDICAL EXECUTIVE COMMITTEE**, 8.04-1 COMPOSITION,  
(e) The Operating Board of Directors member that holds the physician seat as an ex officio non-voting member.

Discussion: None further

Motion carried.

**12. Board Committee Reports (verbal updates)**

**a. Finance**

Mr. Chesley mentioned that Mr. Woodin, Mr. Basch and Mr. House had reworked the financial reporting format and connectivity between charts. The goal is to give graphic representation of the technical data in columns of numbers, with quick reference points to easily see our performance, so the Board can view trends and assess the health of the organization. He thanked them all for their hard work.

**b. Governance**

Ms. Woodworth said she would define regular meeting times. She mentioned the doctor's dinner next month, and CEO meeting process that needs to be kicked off. She said the Board assessment gave good feedback on improvements.

**c. Education**

Ms. Baker said she would schedule regular meeting dates. She spoke to administration about expectations, and said she would hold committee meetings soon.

**d. Pension**

Mr. Partridge did not attend the meeting.

**e. Board President**

Mr. Groesbeck did not attend the meeting.

**f. Board Representative to the Service Area Board Meeting**

Ms. Baker did not attend the Service Area Board meeting.

There were no questions or comments.

**13. Organizational Reports**

**a. Chief of Staff – Giulia Tortora, MD**

Dr. Tortora did not attend the meeting.

There were no questions or comments

**b. Service Area Board Representative**

There was no Service Area Board Representative at the meeting.

There were no questions or comments.

**c. Chief Executive Officer – Joe Woodin**

Mr. Woodin said there was a lot going on. He mentioned:

- Administration had completed an extension of the contract with the Teamsters, and he felt good about that. Has been working through grievances and making improvements.
- He spent a day and a half in Juneau about State budget cuts. Currently looking at about \$740 million in statewide cuts, with biggest cuts in Medicaid.
- Finished Capital Budget for FY 2020.
- Attended AHA Rural Health Care Leadership Conference February.
- Working with The Center on DSH funding, State money they got from the federal government. Will fund up to \$500,000 to work on substance abuse.
- Presented quarterly budget to the KPB Assembly on February 19.
- Continuing to search for a new Controller, CFO and other positions.
- John Hedges coming from the Borough to look at Master Facility Plan.
- Working with Blue Cross/Blue Shield Premera on contract negotiations.

There were no questions or comments.

**d. Financial Report – James Basch**

Mr. Basch went over the budget starting with a visual presentation. He said net operating revenues are up, and budget is looking square on the year. Total margin is right on budget, tracking on the year. Average daily census is picking up. He

showed a graph of the Payer Mix, showing Medicare and Medicaid make up about 70%, private pay about 30%, self pay about 3% of revenue. The effects of budget cuts on Medicaid reimbursement was discussed.

Ms. Hermanson reviewed the current discount prompt pay policy, and answered questions.

There were no further questions or comments,

**e. Senior Managers (written reports)**

**i. Chief Nursing Officer - Lee Yale**

Ms. Yale's report was to be found in the packet. She did not have anything to add to the report.

**1. LTC Administrator – Helen McGaw**

Ms. McGaw's report was included in the packet. She noted that all but 2 of the Long Term Care residents were Medicaid patients. Long Term Care does not take Medicare. She urged community members eligible for Medicaid, at least start the application process now before it gets more difficult to qualify.

There were no questions or comments.

**ii. Quality Management - Sue Shover**

Ms. Shover's written report was in the packet. She had no further comments.

**iii. Human Resources – Kelley Gaul-Houser**

Ms. Gaul-Houser's report was included in the packet. She did not attend the meeting.

**iv. Marketing Report – Derotha Ferraro**

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

**v. Facilities**

Mr. Radeke's report was available in the packet. He noted there was a good kickoff meeting for Hill-Rom Nurse Call upgrade.

**vi. Physician/Provider Practices - Laura Hansen**

Ms. Hansen's report was within the packet. She did not attend the meeting.

**vii. Strategic Initiatives and Services - Emma Schumann**

Ms. Schumann's report was available in the packet. She had nothing to add to her report.

There were no questions or comments.

#### **14. Discussion**

No items.

There were no further questions or comments.

#### **15. Comments (announcements, congratulations)**

- a. Chief Executive Officer  
Mr. Woodin thanked everyone for all the hard work.
- b. Board Members  
Dr. Boling thanked everyone for the time they put in.

Ms. Baker thanked everyone for their hard work on the Substance Use, Misuse and Addiction Task Force.

Ms. Jacobsen had no comments.

Mr. Chesley said one of the things that had come out of the Master Facility Planning process were comments about landscaping. He noted that all should feel encouraged to help with that process.

Ms. Woodworth commended Laura Miller for her work in the lab, as it is a well-run department. She commended the finance team, Ms. Hermanson, Mr. Basch, Mr. House, and Mr. Woodin, saying the finance reports are now really easy to read. She thanked Ms. Hermanson for the self-pay discount explanation. She mentioned what a great job Mr. Partridge had done in Pension, making great strides in the short time he has been in charge. She ended thanking the Substance Use, Misuse and Addiction Task Force for their good job.

Mr. Clark found both presentations very meaningful.

Ms. Wilson thanked Laura Miller and the Task Force for their excellent presentations. She noted she had received a number of positive comments about the recruitment posting with pictures of Alaska wildlife. She found the self-pay discount information slides were helpful, and thanked Ms. Hermanson for her information.

There were no further questions or comments.

#### **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

Gebler, Kelly CRNA                      Anesthesia                      Allied Staff, Cat A

Reappointment

Amos, Ankie MD	Cardiology	Courtesy Staff
Balaban, Krysztof MD	Cardiology	Courtesy Staff
Binder, Mario MD	Cardiology	Courtesy Staff
Ebenhoeh, Scott DO	Cardiology	Courtesy Staff
Filipek, Maureen MD	Radiology	Active Staff
Gray, Lisa DO	Cardiology	Courtesy Staff
Ireland, Linda DO	Cardiology	Courtesy Staff
Marley, W. Jay DDS	Dentistry	Courtesy Staff
McDonagh, Johnathan MD	Cardiology	Courtesy Staff
Simerville, Jeffrey MD	Urology	Courtesy Staff
Watkins, Stanley MD	Cardiology	Courtesy Staff
Wu, Yiming MD	Cardiology	Courtesy Staff

Ms. Baker seconded the motion to approve.

Discussion: None further.

Motion carried.

**17. Adjournment:**

Baker/Woodworth moved/seconded:

To Adjourn.

Discussion: None further.

Motion carried.

Meeting Adjourned at 8:31 p.m.

Respectfully Submitted,

Accepted:

\_\_\_\_\_  
Nancy M. Chastain  
Recording Secretary

\_\_\_\_\_  
Matt Hambrick, Vice President

Minutes Approved: March 27, 2019

\_\_\_\_\_  
Bernadette Wilson, Secretary