



MINUTES

Board of Directors Meeting

7:00 PM - Wednesday, October 28, 2020
Virtual Meeting Only

The Board of Directors of the South Peninsula Hospital was called to order on Wednesday, October 28, 2020, at 7:00 PM, via virtual Zoom meeting.

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 – 5:30p.m. *****
*****Out of Executive Session – 6:50p.m. *****
*****Regular Session – 7:00 p.m. *****

Vice President Walter Partridge called the regular meeting to order at 7:00 p.m.

2. ROLL CALL

BOARD PRESENT: Vice President Walter Partridge, Treasurer Matthew Hambrick, Secretary Melissa Jacobsen, Keri-Ann Baker, Todd Boling, David Groesbeck, Edson Knapp, Bernadette Wilson, Julie Woodworth, and Beth Wythe

BOARD EXCUSED: President Thomas Clark

ALSO PRESENT: Ryan Smith, CEO; Angela Hinnegan, CFO; Susan Shover, Quality Mgmt Director; Pamela Knorr, HR Director; Glenn Radeke, Facilities Director; Derotha Ferraro, PR/Marketing Director; Maura Jones, Executive Assistant

A quorum was present.

3. REFLECT ON LIVING OUR VALUES

4. WELCOME GUESTS & PUBLIC / INTRODUCTIONS / ANNOUNCEMENTS

4.1. Rules for Participating in a Public Meeting

5. APPROVAL OF THE AGENDA

Julie Woodworth made a motion to approve the agenda David Groesbeck seconded the motion. Motion Carried.

6. APPROVAL OF THE CONSENT CALENDAR

Secretary Melissa Jacobsen read the consent calendar into the record.

6.1. Consideration to Approve the South Peninsula Hospital (SPH) Board of Directors meeting minutes for September 30, 2020.

6.2. Consideration to Approve September 2020 Financials

6.3. Review of SPH Balanced Scorecard, 2020 Quarter 3

Secretary Melissa Jacobsen made a motion to approve the consent calendar. Julie Woodworth seconded the motion. Motion Carried.

7. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

There were no public comments.

8. PRESENTATIONS

There were none.

9. UNFINISHED BUSINESS

There was none.

10. NEW BUSINESS

10.1. Consideration to Approve South Peninsula Hospital Resolution 2020-19, A Resolution Approving the Transfer of Cash in Excess of 90 Days Cash on Hand to the Plant Replacement and Expansion Fund for the Period Ending September 30, 2020.

Angela Hinnegan, CFO, reported. The proposed resolution will approve a transfer of cash of over 90 days to be placed in the Plant Replacement and Expansion Fund. SPH did receive an extension in transferring this money at the end of March and the end of June, due to the uncertainty surrounding the pandemic. We now feel we are stable enough to transfer this money to the borough, approximately \$6.1 million. This will resume our required transfers to the Kenai Peninsula Borough according to the Operating Agreement.

David Groesbeck noted this was reviewed and approved in Finance Committee.

Secretary Melissa Jacobsen made a motion to approve South Peninsula Hospital Resolution 2020-19, A Resolution Approving the Transfer of Cash in Excess of 90 Days Cash on Hand to the Plant Replacement and Expansion Fund for the Period Ending September 30, 2020. Edson Knapp seconded the motion. A roll call vote was taken, with all present Board members answering in the affirmative. Mr. Clark was excused.

10.2. Consideration to Approve the revised South Peninsula Hospital Quality Plan.

Susan Shover, Quality Management Director, presented the updated Quality Plan. The plan was updated to include changes made this year, including the new Balanced Scorecard, meeting adjustments in the Patient Centered Care Quality Committee, and the use of Press Ganey for quality surveys. This plan was approved by the Patient Centered Care Quality Committee, as well as the Medical Executive Committee.

Treasurer Matthew Hambrick made a motion to approve the revised South Peninsula Hospital and Long Term Care Quality Plan as presented. David Groesbeck seconded the motion. Motion Carried.

11. REPORTS

11.1. BOD Committee: Finance

Mr. Hambrick thanked Mr. Partridge for all his help and thanked Ms. Hinnegan for her excellent financial leadership.

11.2. BOD Committee: Governance

Mr. Groesbeck reported on the projects the Governance Committee was working on - the leadership performance appraisal process, Board elections, and policy review. Mr. Groesbeck will be asking for volunteers to work on these projects, and will be bringing forth a slate of candidates for the open board seats to be voted on in December.

11.3. BOD Committee: Pension

Mr. Partridge reported. The Pension Committee has not had its official quarterly meeting, however the committee members have been attending presentations for the RFP respondents for the SPH Pension Plan Administration. There will be a special meeting happening next week to have a full discussion of the RFP results.

11.4. Chief of Staff

Dr. Landess was not able to attend the open session meeting.

11.5. Service Area Board Representative

Mr. Broshes was not in attendance.

12. ORGANIZATIONAL REPORTS

12.1. Chief Executive Officer

Ryan Smith, CEO, reported. Mr. Smith thanked Ms. Shover for all the work she put into the Quality Plan. He noted that it is substantial that we are able to put \$6 million in the middle of a pandemic, as we have never had that amount of money in that fund. He expressed gratitude to the Incident Command team and all our employees. He noted that case numbers and COVID admissions are increasing again and acknowledged the wearing impact on the staff. He also

recognized Dr. Tuomi and the team for all of their work, and for encouraging the employees to take care of each other and themselves.

12.2. Chief Financial Officer

Angela Hinnegan, CFO, gave a brief overview of the financials. Operating Margin of 5.6%, YTD it is 3.2%. Inpatient numbers were very strong for the month of September - 66 admissions and 268 patient days. 119.8 days of Cash on Hand, allowing the transfer to the PREF.

12.3. Chief Nursing Officer

Ms. Johnson was not present for the meeting.

12.4. Long Term Care Director

Barbara Bigelow, LTC Administrator reported. LTC moved from 2 stars to 3 stars. We remain in Phase I, which means no visitation. 2 positive employees in October and 5 staff out on quarantines. If the rates affecting the KPB continue we will probably continue to see positive employees, which keeps us in Phase I. We have had no residents ever test positive for COVID. We completed a successful Infection Prevention-focused survey. Staffing remains a challenge as we are not allowing employees to work with any, even mild symptoms.

Ms. Woodworth congratulated Ms. Bigelow on moving the rating to 3 stars.

12.5. Quality Management Director

Susan Shover, Quality Management Director, had no additions to her written report.

12.6. Human Resources Director

Pamela Knorr, HR Director, reported. She added that SPH had another Employee Recognition Event to celebrate employees with milestone Years of Service at SPH. She thanked Administration and HR staff for help making it a nice event. On November 10 we will be recognizing Veterans with cards and gifts and a slideshow, since we cannot have a gathering this year. On November 19th we will be giving away turkeys to all employees for Thanksgiving. We have been working hard trying to fill vacancies and working to retain travelers as permanent staff when possible.

12.7. Marketing / PR Director

Derotha Ferraro, PR/Marketing Director, reported. She played a message from a member of the community who was very impressed with the Rotary Health Fair lab draws. Ms. Ferraro highlighted the work of the Rotarians and the hospital departments - lab, IT, dietary, environmental services, registration, marketing and the medical staff. She shared there would be a flu shot clinic in the Family Care Clinic parking lot.

12.8. Facilities Director

Glenn Radeke, Facilities Director, had nothing to add to his written report.

12.9. IT Director

James Bartilson, IT Director was not present for the meeting but provided a written report.

13. DISCUSSION

There were no discussion items.

14. COMMENTS

(Announcements/Congratulations)

14.1. Chief Executive Officer

Mr. Smith noted that the deaerator project is currently in progress and the temporary shutdown of the boiler went well thanks to Mr. Radeke and his team. The Homer Medical Center roof project will be going out to bid shortly. The CT project is also proceeding. Mr. Smith wished Ms. Baker a Happy Birthday. Mr. Smith noted that Glenn Radeke, Colleen James and Bernadette Arsenault reached 30 years of service at SPH, Vera Kalugin reached 25 years and Julie McCarron 20 years.

14.2. Board Members

Beth Wythe congratulated the hospital with keeping solid financials during the pandemic. She noted it was impressive to have that many employees hitting long tenure milestones. She congratulated Md. Ferraro on the Rotary Health Fair. She congratulated Lane Chesley on his election to the KPB Assembly.

Julie Woodworth echoed Ms. Wythe's comments and thanked Ms. Bigelow for her report on Long Term Care. She thanked the LTC and Environmental Service staff. She wished Ms. Baker a happy birthday.

Bernadette Wilson congratulated the long-term employees. She thanked everyone involved in the health fair. She wished Ms. Baker a happy birthday.

Edson Knapp, MD thanked the people at the hospital who have a dogged determination to make the hospital a successful place for our patients. He noted he feels that from the management down, we have a group of people who care about what they're doing and want to deliver high quality care.

David Groesbeck thanked the hospital for the care he has received as a patient. Mr. Groesbeck thanked Mr. Partridge for his leadership in stepping into various leadership roles as other board members have been unexpectedly unavailable.

Todd Boling, DO thanked Ms. Bigelow for the voting booths for residents in Long Term Care. He felt that project was a good reflection of the core values of SPH. Dr. Boling thanked Ms. Shover for her work on the new quality initiatives. He wished Ms. Johnson a speedy recovery.

Keri-Ann Baker expressed how proud she is to be a part of this organization. She thanked everyone for the birthday wishes.

Matthew Hambrick echoed everyone comments.

Melissa Jacobsen echoed everyone comments as well. She noted that voting is open at City Hall.

Walter Partridge congratulated the long term employees and wished Ms. Baker a happy birthday. He thanked Ms. Bigelow and Ms. Shover for their work.

Ms. Bigelow recognized the Long Term Care employees who spearheaded the resident voting booth.

15. INFORMATIONAL ITEMS

16. ANNOUNCEMENTS AS A RESULT OF EXECUTIVE SESSION

16.1. Credentialing

17. ADJOURNMENT

The meeting was adjourned at 7:54pm.

17.1.

David Groesbeck made a motion to adjourn. Keri-Ann Baker seconded the motion. Motion Carried.

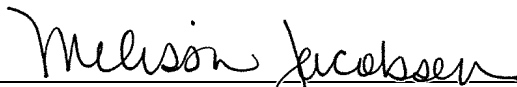
Respectfully Submitted,

Accepted:

Maura Jones, Executive Assistant

Walter Partridge, Vice President

Approved 12/2/2020



Melissa Jacobsen, Secretary

Keri-Ann Baker expressed how proud she is to be a part of this organization. She thanked everyone for the birthday wishes.

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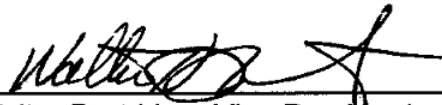
17.1.

David Groesbeck made a motion to adjourn. Keri-Ann Baker seconded the motion. Motion Carried.

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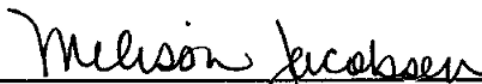
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