



## MINUTES

# Board of Directors Meeting

6:00 PM - Wednesday, February 23, 2022

Virtual Meeting Only

The Board of Directors of the South Peninsula Hospital was called to order on Wednesday, February 23, 2022, at 6:00 PM, via Virtual Meeting.

### 1. CALL TO ORDER

**The BOD went into Executive Session at 5:15pm to discuss personnel and financial matters prior to the start of the regular meeting. Executive Session was adjourned at 5:55pm.**

**President Kelly Cooper called the regular meeting to order at 6:00 p.m.**

### 2. ROLL CALL

**BOARD PRESENT:** President Kelly Cooper, Keriann Baker, Todd Boling, Treasurer Matthew Hambrick, Vice President Melissa Jacobsen, Edson Knapp, Treasurer Walter Partridge, Aaron Weisser, Keriann Baker, Bernadette Wilson, Secretary Julie Woodworth, Beth Wythe, and CEO Ryan Smith

**BOARD EXCUSED:**

**ALSO PRESENT\*:** Maura Jones, Executive Assistant, Derotha Ferraro, PR/Marketing Director

*\*Due to the Zoom meeting format, only meeting participants who comment, give report or give presentations are noted in the minutes. Others may be present on the virtual meeting.*

**2.1. A quorum was present.**

### 3. REFLECT ON LIVING OUR VALUES

Derotha Ferraro, Marketing/PR Director shared two Living Our Values stories. Dr. Nathan Kincaid, SPH's new general surgeon, flew into town this week to move in and get his family settled. We had a sudden unexpected hole in the surgery coverage, and the SPH team flew into action, getting Dr. Kincaid up to speed and he jumped into surgery call a week earlier than expected. Thanks to Dr. Kincaid for already being a team player, and to the SPH staff who jumped in to make the quick transition. Ms. Ferraro also thanked Jane Nollar, who has stepped into the interim Acute Care Director role, and in her first week was working on the floor doing patient care. That is truly leading by example.

### 4. WELCOME GUESTS & PUBLIC / INTRODUCTIONS / ANNOUNCEMENTS

Ms. Cooper welcomed guests to the meeting and noted that Rules for Participating in a Public Meeting were available in the packet.

#### 4.1. Rules for Participating in a Public Meeting

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5. **COMMENTS FROM THE AUDIENCE ON ITEMS OF ANY MATTER**  
Ms. Cooper asked for any comments from the audience, and there were none.

6. **APPROVAL OF THE AGENDA**

*Secretary Julie Woodworth made a motion to approve the agenda. Treasurer Walter Partridge seconded the motion. Motion Carried.*

7. **APPROVAL OF THE CONSENT CALENDAR**

Secretary Julie Woodworth read the consent calendar into the record.

7.1. **Consideration to Approve the South Peninsula Hospital (SPH) Board of Directors meeting minutes for January 26, 2022.**

7.2. **Consideration to Approve January 2022 Financials**

7.3. **Consideration to Approve the Annual Report to the Contract Administrator for Submission to the Kenai Peninsula Borough Mayor to Satisfy the Reporting Requirements of the Operating Agreement.**

*Secretary Julie Woodworth made a motion to approve the consent calendar as read. Edson Knapp seconded the motion. Motion Carried.*

8. **PRESENTATIONS**

9. **UNFINISHED BUSINESS**

10. **NEW BUSINESS**

10.1. **Consideration to Approve the New Policy, MSO-010 Medical Staff Health as developed and approved by the Medical Staff**

Staff Report by Dr. Tuomi, Chief Medical Officer. She noted this was a new policy developed by the medical staff that guides them on how to handle physician health issues. It was developed with the assistance of Horthy, Springer & Mattern, and was approved by the Medical Executive Committee and the full Medical Staff.

Discussion: Ms. Cooper noted this policy was timely and important. Mr. Smith added that Horthy Springer helped guide the medical staff through the process. Ms. Jacobsen added that while she fully supports the policy, she suggests they revisit the use of acronyms, as it was confusing for a layperson.

*Treasurer Walter Partridge made a motion to approve the new policy, MSO-010 Medical Staff Health as developed and approved by the Medical Staff. Beth Wythe seconded the motion. Motion Carried.*

**10.2. Consideration to Approved Revised Advanced Nurse Practitioner Privileges as recommended by the Medical Staff**

Staff Report by Dr. Tuomi, CMO. The Advanced Nurse Practitioner Privileges were revised to delineate which special procedures and privileges can be requested in outpatient versus an inpatient setting. The form was also updated to require consults notes by community Advanced Nurse Practitioners have a co-signature of the attending SPH provider. These updates originated in the Credentials Committee and were approved by the Medical Executive Committee in February.

Discussion: Ms. Cooper noted the Credentials Committee spent a good deal of time working on these privileges.

*Secretary Julie Woodworth made a motion to approve the revised Advanced Nurse Practitioner Privileges as recommended by the Medical Staff. Keriann Baker seconded the motion. Motion Carried.*

**10.3. Consideration to Approve SPH Resolution 2022-03, A Resolution of the South Peninsula Hospital Board of Directors Approving the 2021 Discretionary Contribution for the Non-Union 403b Plan**

Staff Report by Angela Hinnegan, CFO. This resolution is a request to pay the discretionary contribution to the non union 403b plan. The union contribution is built in to the collective bargaining agreement, but since the non union contribution is discretionary, it is brought to the board for approval. This resolution was reviewed and approved in both Pension and Finance Committee last week.

Discussion: Mr. Weisser asked if the 2% contribution is in addition to the 4% match. Ms. Hinnegan replied that is correct. All year the non union employees get a 4% match and the discretionary contribution is 2% of eligible compensation given at the end of the year.

*Secretary Julie Woodworth made a motion to approve SPH Resolution 2022-03, A Resolution of the South Peninsula Hospital Board of Directors Approving the 2021 Discretionary Contribution for the Non-Union 403b Plan. Keriann Baker seconded the motion. There was a roll call vote:*

*Melissa Jacobsen Yes  
Julie Woodworth Yes  
Walter Partridge Yes  
Keriann Baker Yes  
Todd Boling Yes  
Matthew Hambrick Yes  
Edson Knapp Yes  
Aaron Weisser Yes  
Bernadette Wilson Yes  
Beth Wythe Yes*

**11. REPORTS****11.1. Chief Executive Officer**

Report by Ryan Smith, CEO. The hospital and Long Term Care (LTC) facilities were surveyed back in November and the LTC survey resulted in several immediate jeopardy tags. We disputed those tags and the state ruled in our favor, and we recently received word that CMS agreed with the state's assessment and reversed all of the immediate jeopardy tags. State representatives came on site for a LTC resurvey, which went very well, special thanks to Katie Martin, LTC Assistant Director. Sue Shover, Quality Management Director, led a virtual resurvey for the Critical Access Hospital side, which was also very successful. He thanked Rachael Kincaid for stepping into the CNO role and Jane Nollar for taking on the role of interim Acute Care Director. He noted the Balanced Scorecard in the packet was unchanged from the previous month.

**11.2. BOD Committee: Pension**

Mr. Partridge reported. The Pension Committee met last Thursday and heard a presentation from Newport management on all the plans. Everything is going well. The report in the packet is an annual requirement by policy. Two policies are also included in the packet. PEN-001 was changed to provide verbiage to the beginning of de-risking the plans and changed the allocation percentages to be able to make those moves. Intent is to reduce the cost and reduce risk while meeting obligations to participants in the plan. PEN-002 is an entirely new policy. The committee felt it was time we had a policy that put into writing the things we were looking for from presenters. We tried to immortalize for future trustees what they should be looking at and how they should react to the reports.

**11.3. BOD Committee: Finance**

Mr. Partridge report. The Finance Committee met last week as well. We heard report on the January financials. Administration gave us a more detailed presentations. It's not looking as good as we'd like it to. There are some indications we need to start paying more attention to it, but administration has presented their plan for working on it.

**11.4. Service Area Board Representative**

Ralph Broshes presented on behalf of the Service Area Board. At the last meeting, Brandi Harbaugh came down from the borough to provide assistance on the budget . Everything went well. They passed a resolution recommending the borough approve the operating board's capital budget, and passed our budget for the SAB. They also passed a resolution for the approval of the 203 W Pioneer Ave building repairs. Those will go on to the borough. Discussion about All Things Addiction coalition needing a place for recovery committee. The need for the physical location had been identified, and we felt this was a needed project but we needed more information so it will be discussed at a

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future meeting. Kelly Cooper was the attendee from the Operating Board and we really appreciated all the great discussion.

## **12. DISCUSSION**

### **12.1. AHA Conference Follow up**

The Board members were asked to discuss their takeaways from the Rural Health Care Leadership Conference.

Walter Partridge was interested in the rural mortality penalty associated with rural hospitals. He attended a useful session on reducing variance in care decisions and how to use the quality plan that we use to keep track of preventable situations. Sessions on mental health although resonated with Mr. Partridge. We should spend more time ensuring people don't fall through the cracks in the community due to access to care.

Keriann Baker found the cyber security presentations very valuable. Real time training to teach staff how to continue to operate the hospital in the event of IT systems going down seems essential. The speakers recommended a one-page plan per department and annual drills. Ms. Baker also appreciated Jamie Orlikoff's presentation.

Beth Wythe appreciated the time spent together as a Board. She was interested in the presentations regarding community health. She noted we do this already, but we could always do more. She also felt we could focus on planning more for the swings.

Julie Woodworth felt an affirmation that SPH is doing well compared to many other rural hospitals. Several things she wanted to focus on include dependency issues in rural communities, cyber security, and the mental wellness of the staff.

Aaron Weisser appreciated the ability to attend, as a brand new board member he was able to learn that hospitals are very unique entities and board governance is not unique at all. He felt a tremendous amount of respect for the way Ryan, Dr. Tuomi and Kelly approach their positions.

Melissa Jacobsen agreed that cyber security and the board's role in population health were areas to focus. She felt the board could take a deeper look at community health, and also focus on board diversity when recruiting new members.

Matthew Hambrick was interested in the Oregon Project and population health. He also appreciated Jamie Orlikoff's presentation and pointed out that Mr. Orlikoff quoted Mr. Smith more than once in his presentation.

Edson Knapp appreciated the time with the board. He agreed with the focus on cyber security and community health. He expressed interest in creating a video, similar to one seen at the AHA Conference, where board members express their appreciation for health care workers. The Board was supportive of creating such a video.

Kelly Cooper enjoyed networking with folks from other hospitals. She felt looking at community partnerships is important. The community tends to rely on the hospital to take the lead, and it would be great to have a community organization where the hospital partners with other medical organizations and local businesses.

Ryan Smith had two main takeaways from Jamie Orlikoff - one, that there is no CEO playbook for COVID management. He puts statistics to what everyone is thinking about. He noted the quote "The easy part is speaking truth to power. The hard part is speaking truth to your community." He thanked Ms. Ferraro for all of the effort she put into keeping the community informed, through city council meetings, and rotary meetings, and radio interviews and more.

#### **12.2. Board of Directors Gratitude Video**

This was discussed as part of the AHA Conference discussion. The Board is supportive of creating a gratitude video.

### **13. COMMENTS FROM THE AUDIENCE ON ITEMS OF ANY MATTER**

#### **14. COMMENTS FROM THE BOARD** (Announcements/Congratulations)

##### **14.1. Chief Executive Officer**

Mr. Smith announced two employee retirements. Claire Almond in Patient Financial Services retired with 15 years of service. Maureen Powers at Homer Medical Center retired with 18 years of service. He welcomed Dr. Kincaid and Dr. Mentzer to the SPH team. He congratulated Derotha Ferraro and Laura Miller on being awarded Paul Harris Fellowships for their work with the Rotary.

##### **14.2. Board Members**

Bernadette Wilson expressed her regrets at having missed the conference due to health reasons.

Matthew Hambrick thanked Ms. Cooper for her leadership and enjoyed spending time at the conference with all of the board members.

Walter Partridge wanted to make sure it is passed along to the staff how many of the Board members mentioned learning how many things that SPH was getting right, and everyone should be proud. He mentioned that he has been a patient at the hospital more frequently than he'd hope but enjoys every interaction with nurses, doctors, EVS staff, and others.

Keriann Baker expressed her appreciation for the hospital and the leadership team. She noted that other hospitals were eager to learn from what SPH was getting right.

Beth Wythe congratulated the retirees and welcomed the new medical staff. She noted that people move to Homer to work for the hospital. She noted the hospital has always been forward thinking about community health.

Julie Woodworth congratulated Ms. Ferraro and Ms. Miller for their well deserved recognition. She congratulated the retirees. She expressed her excitement that Dr. Mentzer is joining the team. She thanked everyone for their leadership and noted that the Pension presentation by Newport at the recent Pension Committee meeting was the best pension overview she'd seen in her time on the board.

Aaron Weisser thanked the group for the opportunity to attend the conference.

Todd Boling expressed his appreciation that Dr. Kincaid was here and providing coverage, and thanked the team.

Melissa Jacobsen thanked everyone for the good meeting, the great conference, and the time spent together.

Edson Knapp agreed with all the sentiments expressed.

Kelly Cooper thanked everyone on the board and administration for their hard work.

**15. INFORMATIONAL ITEMS**

**16. ADJOURN TO EXECUTIVE SESSION (IF NEEDED)**

No additional executive session was required.

**17. ANNOUNCEMENTS AS A RESULT OF EXECUTIVE SESSION**

**17.1. Credentialing**

*After review of the applicants' files in Executive Session, Ms. Jacobsen moved to approve the following positions in the medical staff as requested and recommended by the Medical Executive Committee:*

Appointment

Kevin Kollins, MD; Pediatric Cardiology; Courtesy Staff

Mohammad Hirzallah, MD; Neurology/Telestroke; Telemedicine

Cory Noel, MD; Pediatric Cardiology; Courtesy Staff

**Reappointment**

**John Finley, MD; Cardiology; Courtesy Staff**

**Seth Krauss, MD; Cardiology; Courtesy Staff**

**Kim Madden, DO; Neurology/IONM; Courtesy Staff**

**William Mayer, MD; Cardiology; Courtesy Staff**

**Suneet Purohit, MD; Cardiology; Courtesy Staff**


**Helen Zhang, MD; Psychiatry/Telepsych; Telemedicine**

**18. ADJOURNMENT**

Respectfully Submitted,

  
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Maura Jones, Executive Assistant

Accepted:

  
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Kelly Cooper, President

Minutes Approved: March 23, 2022

  
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Julie Woodworth, Secretary