



MINUTES
Board of Directors Meeting
6:00 PM - Wednesday, July 27, 2022
Conference Rooms 1&2 and Zoom

The Board of Directors of the South Peninsula Hospital was called to order on Wednesday, July 27, 2022, at 6:00 PM, in the Conference Rooms 1&2 and Zoom.

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, Vice President Melissa Jacobsen, Edson Knapp, Treasurer Walter Partridge, Bernadette Wilson, Secretary Julie Woodworth, Beth Wythe, and CEO Ryan Smith

BOARD EXCUSED: Matthew Hambrick, Aaron Weissner

ALSO PRESENT: Rachael Kincaid, CNO; Angela Hinnegan, CFO; Maura Jones, Executive Assistant
**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

Rachael Kincaid, CNO, shared many examples of the ways she has personally witnessed SPH team members living their values over the last month. Dietary manager and assistant manager washing dishes, meanwhile another manager trying to relieve them so they could get back to other duties. Acute Care Director working as a nurse, providing COVID care, OB Director training new RNs, the Long Term Care Director working as a nurse while managing a COVID outbreak, Home Health working with the ED to accommodate after-hours MABs, EVS Manager working late hours so he can send his team members home, ICU and surgery working together to help someone who had been turned away elsewhere, the acute care team working with 5 staff member callouts but making it work, Facilities manager and team working quickly to outfit LTC rooms to make them negative pressure rooms, Dr. Adcox and his team securing overnight care for a pediatric patient to keep a patient in Homer, and there's even more hard work going on in other departments behind-the-scenes. SPH has an amazing staff that truly lives the values of the institution.

4. WELCOME GUESTS & PUBLIC / INTRODUCTIONS / ANNOUNCEMENTS
Ms. Cooper welcomed any members of the public in attendance on the Zoom meeting.

4.1. Rules for Participating in a Public Meeting

5. COMMENTS FROM THE AUDIENCE ON ITEMS OF ANY MATTER
There were no comments from the audience.

6. APPROVAL OF THE AGENDA

Vice President Melissa Jacobsen made a motion to approve the agenda. Keriann Baker seconded the motion. Motion Carried.

7. APPROVAL OF THE CONSENT CALENDAR

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 June 22, 2022.

7.2. Consideration to Approve June 2022 Financials

7.3. Consideration to Approve the updates to the Medical Staff Peer Review Policy: Attachment E, Behavioral Rule Indicator Validation as recommended by the medical staff.

7.4. Consideration to Approve Critical Access Hospital Program Evaluation for Fiscal Year 2022.

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

8. PRESENTATIONS

There were no presentations.

9. UNFINISHED BUSINESS

There was no unfinished business.

10. NEW BUSINESS

10.1. Consideration to Approve SPH Resolution 2022-10, Approving the Purchase of Property for Staff Housing

Angela Hinnegan reported. SPH currently has 26 leases, and this resolution would allow us to purchase properties that would give us 11 units. Then we can start getting rid of the current leases. The return on investment would be about 7 years. A detailed memo was included in the packet. We have begun discussions with the borough so they can navigate negotiations with the sellers. Mr. Partridge added this was discussed at Finance Committee at two meetings. The resolution was passed at the July meeting. The wording "or comparable"

was included in the resolution so we have some flexibility for housing in similar proximity if these particular properties do not work out.

10.2. Consideration to approve the purchase of board education software iProtean for 15 licenses for 1 year for up to \$30,000 and an \$1800 onboarding fee.

Melissa Jacobsen reported. The Education Committee reviewed a proposal from iProtean to purchase board education software. There were a few different options in terms of commitments, but the committee felt the one-year agreement would be preferable so we can test out its value and effectiveness before making a longer commitment. This was sent to Finance committee as well. Mr. Partridge echoed the Finance Committee reviewed this at the request of the Education Committee at their July meeting and recommended approval.

11. REPORTS

11.1. Chief Executive Officer

Ryan Smith, CEO, reviewed the new Balanced Scorecard in detail. There has been some organizational restructuring where senior leadership will be focusing on these indicators. Ryan went through them. Overall indicators at the top. Lots of changes on hospital compare website. Sepsis continues to be of high concern and we're still working toward real-time, fail-safe data for those measures. Sue Shover is working on the current quarter which had 16 cases. Dr. Knapp complimented Ms. Shover and the team involved because these were in the 45% when we first started looking at them. With her encouragement and others we're getting back data that shows we're taking good care of patients. The Stroke Care group and Sepsis group doing good work. Patient Safety in fall rates continues to be a high focus area. One medication error that reached a patient in the quarter. The Emergency Department is at the 81st percentile in patient satisfaction. For the last 5 quarters the ED has exceeded the rankings which is pretty amazing considering what they've been dealing with. Thank you to the ED and all of the ancillary departments that support them. The financial indicators are coming off of the 4 months we had in Omicron. Ms. Hinnegan and her team presented a plan we've tried to execute. We've had higher volumes and have been able to close out the year with positive financial indicators. In workforce we have some work to do. We are struggling to get fully staffed in EVS and Dietary. Justin Herrman and Rhoda Ostman, department managers, are stepping up, and their staff has been working hard to cover gaps. They deserve recognition.

11.2. BOD Committee: Finance

Walter Partridge reported. The Finance Committee met last week. We reviewed the financials, which were positive. We ended up with positive total and operating margins. The committee also discussed the two resolutions reviewed earlier in the meeting. There are two attachments included with my report – one is the planning document for our annual financial audit through BDO. They have asked us to make sure the BOD has this document prior to their arrival. There is also a presentation on the implementation of new GASB standards, prepared by Anna Hermanson. Ms. Hermanson was kind to provide a presentation on GASB update for 87 and what it means to our facility, and

those slides are included in the packet. In short, we're going to have to start having lease liabilities and assets on our financials.

11.3. BOD Committee: Governance

Mr. Weisser was not present, but Ms. Cooper read a report he provided. The Governance Committee met on Wednesday, July 20th and covered the following

- Board self-evaluations - Planning to consider a new metric & method for board evaluation.
- Policy Review - Putting together a calendar for recurring cursory and exhaustive policy review.
- Strategic & Exploratory Board Discussion - considered possible mtg format changes to allow more opportunity for future oriented and free form discussion.
- Initiated open board seat and officer candidacy solicitations for 2023.
- Discussed CEO evaluation process for 2023.
- Discussed CEO succession planning.

11.4. BOD Committee: Education

Ms. Jacobsen had nothing to add to the written report. She will be consulting with Mr. Smith about dates for Jamie Orlikoff for the retreat, and will get another meeting scheduled.

11.5. Service Area Board Representative: Judith Lund

Judith Lund reported on behalf of the Service Area Board (SAB). The SAB had a special meeting in June to approve the water heater funding. They also approved a resolution recommending the Opioid settlement funds be administered through the SAB.

12. DISCUSSION

The SPH Foundation is holding its first fundraiser, Bounty on the Bay, in August. There is great energy around this event. Tickets are available online.

Ms. Cooper noted that executive sessions have been rushed, in order to allow time for setup and start the open session on time, which shuts down opportunity for meaningful discussion. She asked the board to consider starting open session earlier, at 5:30pm, and holding executive session at the end. The board was supportive of this option, although there may be times when an executive session has to be added previous to the meeting, if there is business on the agenda that needs to be discussed in executive session first. There was some discussion over whether 5pm or 5:30pm was a preferred start time. A vote was held, and the winner was 5:30pm. Generally, the board felt this was preferable to allow community members to tune in.

13. COMMENTS FROM THE AUDIENCE ON ITEMS OF ANY MATTER

There were no comments from the audience

14. COMMENTS FROM THE BOARD
(Announcements/Congratulations)

14.1. Chief Executive Officer

Mr. Smith congratulated Ms. Hinnegan in her new role as COO and thanked Anna Hermanson for filling the interim CFO role. He welcomed new ER Director Craig Caldwell, and new Pharmacy Director Vince Greear, who is returning to SPH from Central Peninsula Hospital after many years.

14.2. Board Members

Bernadette Wilson congratulated Ms. Hinnegan and thanked Ms. Hermanson, who are both very hard workers. Julie Woodworth echoed the well deserved congratulations and thanks to Ms. Hinnegan and Ms. Hermanson. She noted the high OB numbers for the month and thanked everyone for working so hard. She thanked Ms. Kincaid for the opening values story. Walter Partridge also congratulated and thanked Ms. Hinnegan and Ms. Hermanson. Ms. Wythe echoed what the other board members had said. She appreciated hearing from Ms. Kincaid, and thanked everyone for showing up everyday and living the values. Melissa Jacobsen echoed the congratulations and thanks. Dr. Boling noted he was finding fewer things to complain about, and praised Mr. Smith's leadership. He spoke highly of the positive changes in the medical staff. He was proud of the positive changes in SPH culture.

Dr. Knapp congratulated Ms. Hinnegan and was impressed with her ability to steer the hospital through all the grants and funding involved in the COVID pandemic. He also complimented Ms. Hermanson, because whenever he would have a strange question, he'd ask Anna and she'd have the solution. He noted we have a really great medical staff right now and SPH is a place to be proud of. Ms. Baker echoed Dr. Knapp's sentiments, and shared she is proud to serve on the board. Ms. Cooper echoed the congratulations and thanks. She said Ms. Kincaid's comments reflected on all the employees. As we struggle with all these stresses, we have two options, to throw up our hands or dig in, and every person in this facility digs in. They do what need to be done to keep the facility working and take care of the community. We're making great strides.

15. INFORMATIONAL ITEMS

There were no additional informational items.

16. ANNOUNCEMENTS AS A RESULT OF EXECUTIVE SESSION

16.1. Credentialing

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

Reappointments (Telemed/Telehealth*)

- Davae, Ketan MD Radiology/vRad Telemedicine
- Famy, Christopher MD Psychiatry/Telepsych Telemedicine

- Okon, Nicholas DO Neurology/telestroke Telemedicine
- Reznicek, Michael MD Psychiatry/Telepsych Telemedicine
- Thompson Treat, Ruth DO Neurology/telestroke Telemedicine

Appointments (Telemed/Telehealth*)

- Bringham, Dirk MD Radiology (AIA) Courtesy Staff
- Davenport, David MD Radiology (AIA) Courtesy Staff
- Rao, Rajiv Radiology (AIA) Courtesy Staff

Appointments

- Kalagher, Sean MD Radiology (AIA) Courtesy Staff

Reappointments

- Kincaid, Rachael, DNP Adult Gerontology Active Staff
- Kramer, Thomas MD Cardiology Courtesy Staff

Additional Privileges

- Shrader, Tamara AGNP: Requesting Advanced Practice Nurse Privileges- Inpatient/LTC

17. ADJOURNMENT

The meeting was adjourned at 7:10pm.

Respectfully Submitted,

Accepted:



Maura Jones, Executive Assistant



Kelly Cooper, President

Minutes Approved: 08/24/2022



Julie Woodworth, Secretary