



MINUTES
Board of Directors Meeting
5:30 PM - Wednesday, June 28, 2023
 Conference Rooms 1&2 and Zoom

The Board of Directors of the South Peninsula Hospital was called to order on Wednesday, June 28, 2023, at 5:30 PM, in the Conference Rooms 1&2 and Zoom.

1. CALL TO ORDER

Vice President Aaron Weisser called the regular meeting to order at 5:32pm. President Kelly Cooper was excused.

2. ROLL CALL

BOARD PRESENT: Vice President Aaron Weisser, Keriann Baker, Todd Boling, Matthew Hambrick, Edson Knapp, Aaron Weisser, Bernadette Wilson, Julie Woodworth, and Beth Wythe.

BOARD EXCUSED: Kelly Cooper, Melissa Jacobsen and Walter Partridge.

ALSO PRESENT: Ryan Smith, CEO; Angela Hinnegan, COO; Derotha Ferraro, Marketing/PR Director; Maura Jones, Executive Assistant; Willy Dunne; Lane Chesley, KPB Assembly Representative
**Due to the Zoom meeting format, only meeting participants who comment, give reports, presentations, or public comments 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 shared a story about a patient dealing with cancer, who wrote a newspaper article about her experience. She specifically called out Dr. Knapp for being an excellent member of her care team, who would sit and go through her imaging, and explain the processes to her. That kind of patient-centered care is what make this hospital a great place to work.

4. WELCOME GUESTS & PUBLIC / INTRODUCTIONS / ANNOUNCEMENTS

Ms. Cooper welcomed members of the public.

4.1. Rules for Participating in a Public Meeting

5. COMMENTS FROM THE AUDIENCE ON ITEMS OF ANY MATTER

Willy Dunne, Service Area Board member, made a comment as a representative of the board of the Kachemak Bay Recovery Connection. Mr. Dunne saw the Community Health Needs Assessment was on the agenda, and has been involved in the report since 2009. Issues around substance use disorders consistently come up as a top concern for the community. Mr. Dunne asked the board and hospital administration to get involved with helping our community support recovery. Central

Peninsula Hospital has a robust program to support recovery, and South Peninsula Hospital does not. We would like to have a better way to deal with folks going through withdrawals than the Emergency Department.

6. APPROVAL OF THE AGENDA

Julie Woodworth made a motion to approve the agenda. Edson Knapp 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 May 24, 2023.

7.2. Consideration to Approve May FY2023 Financials

7.3. Consideration to Approve Policy EMP-06, Revised for Administrative Purposes to Correct the Name of Governing Documents

7.4. Consideration to Approve a Job Description for the Board President Position

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

8. PRESENTATIONS

8.1. 2023 Community Health Needs Assessment

Derotha Ferraro, Public Relations/Marketing Director, gave a presentation on the Community Health Needs Assessment, which is conducted every three years. The full report was included in the packet, however Ms. Ferraro gave an overview of all the work that went into data gathering, from various community stakeholders, and the resulting information about health needs in the community. South Peninsula Hospital will now develop an implementation strategy plan this fall, to address the needs identified.

9. UNFINISHED BUSINESS

There was no unfinished business on the agenda.

10. NEW BUSINESS

10.1. Consideration to Adopt the 2023 Community Health Needs Assessment

The board took action on the assessment presented by Ms. Ferraro.

Julie Woodworth made a motion to adopt the 2023 Community Health Needs Assessment Edson Knapp seconded the motion. Motion Carried.

10.2. Consideration to Approve SPH Resolution 2023-18, A Resolution of the South Peninsula Hospital Board of Directors Requesting a Third

Amendment to the Kenai Peninsula Borough and South Peninsula Hospital Operating Agreement Amendment A to Include Updates to the Listed Medical Facilities

Staff Report: Angela Hinnegan, COO. In December and January, while updating some language in the Operating Agreement, we noticed that Amendment A that describes all our medical facilities was inaccurate. The borough recommended we do an annual review, at the end of our fiscal year, to make any necessary updates. This resolution requests an amendment to update the square footage of certain leased properties and which properties are leased vs. owned.

Discussion: Dr. Knapp noted this was discussed and approved in the Finance Committee meeting.

Julie Woodworth made a motion to approve SPH Resolution 2023-18, A Resolution of the South Peninsula Hospital Board of Directors Requesting a Third Amendment to the Kenai Peninsula Borough and South Peninsula Hospital Operating Agreement Amendment A to Include Updates to the Listed Medical Facilities Edson Knapp seconded the motion. Motion Carried.

A roll call vote was conducted:

<i>Aaron Weisser</i>	<i>Abstained</i>
<i>Julie Woodworth</i>	<i>Yes</i>
<i>Walter Partridge</i>	<i>Excused</i>
<i>Keriann Baker</i>	<i>Yes</i>
<i>M. Todd Boling</i>	<i>Yes</i>
<i>Matthew Hambrick</i>	<i>Yes</i>
<i>Melissa Jacobsen</i>	<i>Excused</i>
<i>Edson Knapp</i>	<i>Yes</i>
<i>Bernadette Wilson</i>	<i>Yes</i>
<i>Beth Wythe</i>	<i>Yes</i>
<i>Kelly Cooper</i>	<i>Excused</i>

10.3. Consideration to Approve SPH Resolution 2023-19, A Resolution of the South Peninsula Hospital Board of Directors Approving an Increase to the Limitation on the Total Cumulative Annual Cost of Real Property Leases in Which SPH, Inc. is the Sole Lessee.

Staff Report: Angela Hinnegan, COO. This resolution would request a change to the operating agreement to raise the lease cap. As we expand, we will likely need to continue leasing spaces, so this will allow us to increase from \$550k to \$650k. We plan to revisit this annually.

Discussion: Dr. Knapp noted this resolution was discussed and approved in Finance Committee.

Treasurer Matthew Hambrick made a motion to approve SPH Resolution 2023-19, A Resolution of the South Peninsula Hospital Board of Directors Approving an Increase

to the Limitation on the Total Cumulative Annual Cost of Real Property Leases in Which SPH, Inc. is the Sole Lessee. Secretary Julie Woodworth seconded the motion. Motion Carried.

A roll call vote was conducted:

<i>Aaron Weisser</i>	<i>Abstained</i>
<i>Julie Woodworth</i>	<i>Yes</i>
<i>Walter Partridge</i>	<i>Excused</i>
<i>Keriann Baker</i>	<i>Yes</i>
<i>M. Todd Boling</i>	<i>Yes</i>
<i>Matthew Hambrick</i>	<i>Yes</i>
<i>Melissa Jacobsen</i>	<i>Excused</i>
<i>Edson Knapp</i>	<i>Yes</i>
<i>Bernadette Wilson</i>	<i>Yes</i>
<i>Beth Wythe</i>	<i>Yes</i>
<i>Kelly Cooper</i>	<i>Excused</i>

10.4. Consideration to Approve SPH Resolution 2023-20, A Resolution of the South Peninsula Hospital Board of Directors to Update Policy F-16 Budget Modifications to Increase the Limit of Unbudgeted Purchases Requiring Board of Directors Approval from \$100,000 to \$200,000

Report: Aaron Weisser, Governance Committee Chair. This resolution requests an increase to the spending limit for the CEO. This came out of post-COVID discussions, when the limit was temporarily raised during the pandemic, however costs have increased so dramatically over the past few years that the board decided to consider a permanent increase. Governance Committee asked Finance Committee to make a recommendation, as the spending authority is identified in a Finance Policy.

Discussion: Dr. Knapp noted this was reviewed and approved in Finance Committee. The committee felt this was related to a positive Board/CEO relationship, and the number could always be revisited in the future if needed.

Secretary Julie Woodworth made a motion to approve SPH Resolution 2023-20, A Resolution of the South Peninsula Hospital Board of Directors to Update Policy F-16 Budget Modifications to Increase the Limit of Unbudgeted Purchases Requiring Board of Directors Approval from \$100,000 to \$200,000 Treasurer Matthew Hambrick seconded the motion. Motion Carried.

A roll call vote was conducted:

<i>Aaron Weisser</i>	<i>Abstained</i>
<i>Julie Woodworth</i>	<i>Yes</i>
<i>Walter Partridge</i>	<i>Excused</i>
<i>Keriann Baker</i>	<i>Yes</i>
<i>M. Todd Boling</i>	<i>Yes</i>
<i>Matthew Hambrick</i>	<i>Yes</i>

Melissa Jacobsen *Excused*
Edson Knapp *Yes*
Bernadette Wilson *Yes*
Beth Wythe *Yes*
Kelly Cooper *Excused*

10.5. Consideration to Approve SPH Resolution 2023-21, A Resolution of the South Peninsula Hospital Board of Directors to Support an Interfund Loan to South Kenai Peninsula Hospital Service Area from the Kenai Peninsula Borough General Fund for Acquisition of New Electronic Medical Record Software and Authorizing Repayment of the Loan from South Peninsula Hospital, Inc. Operating Funds

Staff Report: Ryan Smith, CEO. The original plan was to go out to bond for the Certificate of Need (CON) project and to transition our Electronic Health Record (EHR) from Evident to Epic. We then learned there would not be a sponsor for the ordinance at the assembly level, so we had a meeting with representatives from the borough, and had some conversations about a different path forward. The borough offered a interfund loan for the EHR project, and we could go for bonds next year. This resolution came from those conversations. Using this loan will shorten the timeframe, essentially making it a five year project. Ms. Hinnegan added that Hospital Administration would be bringing forward a request to sole source this project to Epic, as all of the surrounding medical facilities in Alaska have been moving to Epic, but that would come after approval of the loan.

Discussion: Dr. Knapp inquired how the loan will work in practice. Ms. Hinnegan said she will have some further discussion with Brandi Harbaugh at the borough. In terms of the EHR, one lump sum is due at signing, and the other is due 30 days before implementation. There is a waiting list for the EHR implementation, so we are hoping to get on the waiting list after securing the funding. Dr. Boling asked if Epic would replace all of the hospital's systems. Ms. Hinnegan clarified that the financial systems wouldn't be integrated, but that was included in the total cost. We would keep Long Term Care's system (Point Click Care) but Athena, which is used in the clinics, would be replaced by Epic. Mr. Hambrick asked for clarification on the funding changes for the project, and Mr. Smith confirmed that while the Board of Directors and Service Area Board members were ready to move forward to put bonds out for a public vote this year, they were not able to find support at the borough assembly level. Dr. Knapp asked if there is a compelling reason to move forward with the EHR project now, instead of waiting until we can go out to bonds. Mr. Smith answered that the most compelling reason is improving the patient experience. It has been proven that our EHR causes consternation to our patients and we owe it to our community to solve this as soon as we can. Dr. Knapp noted the Finance Committee discussed and approved this resolution at their meeting. Dr. Boling needed to step out of the meeting to attend to a patient need.

Treasurer Matthew Hambrick made a motion to approve SPH Resolution 2023-21, A Resolution of the South Peninsula Hospital Board of Directors to Support an Interfund Loan to South Kenai Peninsula Hospital Service Area from the Kenai Peninsula Borough General Fund for Acquisition of New Electronic Medical Record Software and Authorizing Repayment of the Loan from South Peninsula Hospital, Inc. Operating Funds Edson Knapp seconded the motion. Motion Carried.

A roll call vote was conducted:

<i>Aaron Weisser</i>	<i>Abstained</i>
<i>Julie Woodworth</i>	<i>Yes</i>
<i>Walter Partridge</i>	<i>Excused</i>
<i>Keriann Baker</i>	<i>Yes</i>
<i>M. Todd Boling</i>	<i>Excused</i>
<i>Matthew Hambrick</i>	<i>Yes</i>
<i>Melissa Jacobsen</i>	<i>Excused</i>
<i>Edson Knapp</i>	<i>Yes</i>
<i>Bernadette Wilson</i>	<i>Yes</i>
<i>Beth Wythe</i>	<i>Yes</i>
<i>Kelly Cooper</i>	<i>Excused</i>

10.6. Consideration to Approve SPH Resolution 2023-22, A Resolution of the South Peninsula Hospital Board of Directors Approving the Fiscal Year 2024 Operating Budget

Staff Report: Angela Hinnegan, COO. An overview of the FY2024 Operating Budget is included in the packet. Thanks to Anna Hermanson, CFO, for putting this together. We budgeted for flat days and average daily census, as well as a slight increase in surgeries and Long Term Care. It is essentially a break even budget.

Discussion: Dr. Knapp noted this was presented and approved in Finance Committee. Mr. Weisser added that there was a thorough and excellent presentation given in Finance Committee on the budget, and thanked Ms. Hermanson for all her work.

Secretary Julie Woodworth made a motion to approve SPH Resolution 2023-22, A Resolution of the South Peninsula Hospital Board of Directors Approving the Fiscal Year 2024 Operating Budget Treasurer Matthew Hambrick seconded the motion. Motion Carried.

A roll call vote was conducted:

<i>Aaron Weisser</i>	<i>Abstained</i>
<i>Julie Woodworth</i>	<i>Yes</i>
<i>Walter Partridge</i>	<i>Excused</i>
<i>Keriann Baker</i>	<i>Yes</i>
<i>M. Todd Boling</i>	<i>Excused</i>
<i>Matthew Hambrick</i>	<i>Yes</i>

Melissa Jacobsen *Excused*
Edson Knapp *Yes*
Bernadette Wilson *Yes*
Beth Wythe *Yes*
Kelly Cooper *Excused*

11. REPORTS

11.1. Chief Executive Officer

Ryan Smith, CEO, gave a verbal report. Some highlights include:

- Trauma Level IV Reverification came through - thanks to Dr. Godfrey, Frank Klima and Craig Caldwell
- New health plan through Moda starts on Saturday. Will start the transition with Alaska Regional being the in-network provider. We are still working to contract separately with Providence

11.2. BOD Committee: Finance

Dr. Knapp noted that Finance Committee met and reviewed the financials, as well as all the resolutions brought to the full board at this meeting.

11.3. BOD Committee: Governance

Aaron Weisser, Governance Chair, reported. A written report was provided in the packet. The committee made revisions to policy EMP-05, and updated the terms to include the whole executive team. We also changed the wording to request notice within 48 hours for hiring and firing of key individuals, instead of advance notice. We finalized the Board President job description on the consent agenda tonight. We also discussed Doctor's Dinner, which is in the works.

11.4. BOD Committee: Education

There was no Education Committee report this month.

11.5. Service Area Board Representative - Helen Armstrong

Helen Armstrong, Service Area Board President, reported. The SAB did not meet in June. The board was planning to have a special meeting to consider the bond proposition and was disappointed to learn that they could not find a sponsor. There was some discussion over whether the SAB should call a special meeting in July to vote on the interfund loan, but the group agreed it could wait until the August meeting.

12. DISCUSSION

There were no discussion items.

13. COMMENTS FROM THE AUDIENCE ON ITEMS OF ANY MATTER

Lane Chesley, Kenai Peninsula Borough Assembly Representative, drew Ms. Hinnegan's attention to an email from Brandi Harbaugh at the borough, detailing the specifications of the interfund loan. It would be set up as a line of credit that can be

drawn on as needed, and would only accrue interest as it is drawn upon. Mr. Chesley began to bring this to her attention during the discussion of the resolution, however it was noted as a point of order that guests are only permitted to join the discussion during the Comments from the Audience portion of the agenda, so Mr. Chesley finished his comment at this time.

14. COMMENTS FROM THE BOARD

(Announcements/Congratulations)

14.1. Chief Executive Officer

Mr. Smith had no additional comments.

14.2. Board Members

Ms. Wilson thanked the whole executive team for all their hard work on so many different projects. Mr. Hambrick expressed his confusion and disappointment over not having a sponsor for the bond ordinance this year, but thanked the administrative team, service area board and board of directors on all their hard work to fund necessary projects. Dr. Knapp thanked Derotha for her presentation, for all of the work she does and how much she cares about her job and this community. She has a very special impact on this community and he is grateful to have her as a part of the SPH team. Mr. Weisser shared how he is proud to serve as a member of the hospital board.

15. INFORMATIONAL ITEMS

16. ADJOURN TO EXECUTIVE SESSION

The board adjourned to Executive Session at 7:05pm.

17. ANNOUNCEMENTS AS A RESULT OF EXECUTIVE SESSION

17.1. Credentialing

After review of the applicant's files through the secure online portal, Julie Woodworth moved to certify the email vote of 2/20/23, approving the following positions in the medical staff as requested and recommended by the Medical Executive Committee. Matthew Hambrick seconded the motion. Motion carried.

Reappointment (Telemed)

Burton, Stephen MD; Telestroke/Neurology; Telemedicine
Singh, Tarvinder MD Telestroke/Neurology Telemedicine

Reappointment

Glass, Graham Alec MD; Neurology/Sleep Med; Courtesy Staff
Lada, Robert MD; Neurology/Sleep Med; Courtesy Staff
Spencer, Sarah DO; Addiction Medicine; Courtesy Staff
Whittaker, Dana CNM; Midwifery; Active Staff

Appointments (Telemed)

Chen, Michael MD; Telestroke/Neurology; Telemedicine
Khan, Faraz MD; Radiology (Vrad); Telemedicine

Appointments

Amen, Hans DO; Family Medicine; Active Staff
Ezrati, Raquel, FNP; Family Medicine; Active Staff
Hwang, Jimin, FNP; Family Medicine; Courtesy Staff
Jackson, Susan FNP; Family Medicine; Active Staff
Lancaster, Ragina DO; Family Medicine; Active Staff
Nawabi, Mohammed MD; Oncology; Courtesy Staff

18. ADJOURNMENT

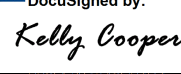
The meeting was adjourned at 7:42pm.

Respectfully Submitted,

Accepted:

DocuSigned by:

FC6CF6041CAE4DF...
Maura Jones, Executive Assistant

DocuSigned by:

552FEAD016F54B4...
Kelly Cooper, President

Minutes Approved: 07/26/2023

DocuSigned by:

40F15ADB220F4CF...
Julie Woodworth, Secretary