



MINUTES

Board of Directors Meeting

5:30 PM - Wednesday, April 24, 2024

Conference Rooms 1&2 and Zoom

The meeting of the Board of Directors of South Peninsula Hospital was called to order on Wednesday, April 24, 2024, at 5:30 PM, in the Conference Rooms 1&2 and Zoom.

1. CALL TO ORDER

President Aaron Weisser called the regular meeting to order at 5:30pm.

2. ROLL CALL

BOARD PRESENT: Matthew Hambrick, Melissa Jacobsen, Edson Knapp, Walter Partridge, Aaron Weisser, Bernadette Wilson, Mary E. (Beth) Wythe, Preston Simmons, Matthew Bullard, and Jared Baker

BOARD EXCUSED:

ALSO PRESENT: Ryan Smith, CEO; Rachael Kincaid, CNO; Christina Tuomi, DO, CMO; Anna Hermanson, CFO; Dr. Christopher Landess; Francie Roberts, Service Area Board Rep; Maura Jones, Executive Assistant

**Only meeting participants who comment, give report or give presentations are noted in the minutes.*

2.1. A quorum was present.

3. REFLECT ON LIVING OUR VALUES

Rachael Kincaid, CNO, shared a story about one of our Speech Language Pathologists, who has been working on communication with a non-verbal client and found some assistive communication devices and apps that enabled him to communicate. The family did not have funds to get the needed device/app, so she applied to the Alaska Mental Health Trust for a Developmental Disabilities Mini-Grant, which was approved for about \$400. The SLP was able to work with the SPH accounting department to set up an account to receive the funds, and we were able to purchase the app and devices for the patient. This was a great win, with great multi-agency cooperation and inter-department collaboration. Mr. Weisser took a moment to thank Nyla Lightcap and Maura Jones, Executive Assistants in the Administration office, on Administrative Professionals Day.

4. WELCOME GUESTS & PUBLIC / INTRODUCTIONS / ANNOUNCEMENTS

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

Melissa Jacobsen made a motion to approve the agenda. Edson Knapp seconded the motion. Motion Carried.

7. APPROVAL OF THE CONSENT CALENDAR

Ms. Jacobsen read the consent calendar into the record.

7.1. Consideration to Approve the South Peninsula Hospital (SPH) Board of Directors meeting minutes for March 27, 2024

7.2. Consideration to Approve March FY2024 Financials

7.3. Consideration to Approve 2024-12, Authorizing the CFO to Sign, File and Submit the IRS Form 990

7.4. Consideration to Accept Final Committee Assignments for 2024

Melissa Jacobsen made a motion to approve the consent calendar. Beth Wythe 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 Revised General Surgery Privileges as Recommended by the Medical Staff

Dr. Tuomi, CMO, reported. The medical staff approved updates to the general surgery privileges. The second page lists the available special privileges and the required qualifications. There's also space to add other requests not specifically listed. Mr. Weisser inquired about the process for updating privileges. Dr. Tuomi responded they are first reviewed by the medical director of the department, working with the department manager. The updated privileges are then reviewed at Credentials Committee and the Medical Executive Committee before coming to the Board for final approval.

10.2. Consideration to Approve SPH Resolution 2024-10, Requesting \$5,000 from South Kenai Peninsula Hospital Service Area Fund Balance to Provide for Bond Counsel Expenditures on Preliminary Bond Related Services

Ryan Smith, CEO, reported. This resolution was prepared by the mayor's office and approves \$5,000 to obtain bond council in anticipation of going out for bonds this fall. The resolution has already been approved by the Service Area Board (SAB). Mr. Weisser inquired about the purpose of bond council, and Mr.

Smith answered they will help do preparatory work for disclosures to the bond bank. This resolution will show the board's support for initiating all the necessary preparations to go out for bonds.

Beth Wythe made a motion to approve SPH Resolution 2024-10, Requesting \$5,000 from South Kenai Peninsula Hospital Service Area Fund Balance to Provide for Bond Counsel Expenditures on Preliminary Bond Related Services. Melissa Jacobsen seconded the motion. Motion Carried.

10.3. Consideration to Approve SPH Resolution 2024-11, Requesting Approval of a Lease Agreement for Medical Office Space Located at 4251 Hohe Street, Requesting Funds for Conditional Acquisition for Three Commercial Properties in Homer, Alaska

Mr. Baker shared a possible conflict, in that he was previously employed by the seller of the properties named in the resolution. That employment ended four years ago. Mr. Weisser asked if anyone would like to take a vote on conflict of interest, but no one felt there was a conflict, so no conflict was established.

Mr. Smith reported. This resolution will authorize the hospital to lease one additional property adjacent to the hospital, and also to support the borough purchase of that property and two additional properties that are currently leased by the hospital. If approved, this purchase would be part of the bond package.

Beth Wythe made a motion to approve SPH Resolution 2024-11, Requesting Approval of a Lease Agreement for Medical Office Space Located at 4251 Hohe Street, Requesting Funds for Conditional Acquisition for Three Commercial Properties in Homer, Alaska. Melissa Jacobsen seconded the motion. A roll call vote was conducted.

Jared Baker	Yes
Matthew Bullard	Yes
Matthew Hambrick	Yes
Melissa Jacobsen	Yes
Edson Knapp	Yes
Walter Partridge	Yes
Preston Simmons	Yes
Bernadette Wilson	Yes
Beth Wythe	Yes
Aaron Weisser	Yes

Motion Carried.

11. REPORTS

11.1. Chief Executive Officer

A new scorecard was provided, showing data from the first quarter of 2024. The leadership team provided a detailed update of the scorecard. Rachael Kincaid, CNO, reviewed the clinical indicators, and Anna Hermanson, CFO, reviewed the financial indicators.

11.2. BOD Committee: Finance

Walter Partridge, committee chair, reported. The Finance Committee met on April 18th and discussed and approved the resolutions presented earlier in the meeting. We also discussed the financial policies F-09 and F-10 that are under the Governance Report. The Capital Expenditures Policy underwent extensive revisions, as Ms. Hermanson did an excellent job of bringing the policy up to date with the Operating Agreement. We also discussed the March financials. It was not a strong month. Revenue was down, and deductions and expenses were up. There was a -18% margin. The committee also discussed the indicators on the balanced scorecard. Anna has put together some run charts on those numbers so we can see them over time. The committee reviewed the 990, which is an extensive document that takes a lot of work from the finance team. Mr. Baker added that Ms. Hermanson had reported that the billing teams were working hard on accounts receivable to draw cash in, which was really helpful in a financially difficult month.

11.3. BOD Committee: Governance

Beth Wythe, committee chair, reported. The Governance Committee met on April 18th. The committee appointed a CEO Evaluation subcommittee consisting of Walter Partridge, Jared Baker and Melissa Jacobsen. The committee also discussed candidates for the open board seat. There were two candidates interviewed, and they will be discussed in executive session. The committee also continued their review of the bylaws, and will be bringing forward a change to the membership section at the next meeting. We also continued with ongoing policy review, and policies F-09 and F-10 are included in the packet for initial review. If there are no questions or additional revisions, they will be placed on the consent calendar for the May meeting.

11.4. BOD Committee: Education

Ms. Jacobsen thanked everyone for their participation in the board work session.

11.5. Chief of Staff

Dr. Landess had nothing to add to his written report.

11.6. Service Area Board Representative

Francie Roberts reported on behalf of the Service Area Board. The SAB met on April 11th and passed two resolutions which supported the bonding and purchase resolutions that the operating board voted on tonight.

12. DISCUSSION

There were no discussion items.

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 again thanked Ms. Jones for all her work assisting the board.

14.2. Board Members

Ms. Wythe shared she has been reading some excellent books on board governance that she would be happy to share. Mr. Simmons reminded the board members to sign up for the Homer Steps Up walking challenge. Mr. Hambrick thanked Melissa and the Education Committee for an engaging and positive work session. Ms. Wilson thanked the finance team for their extensive work on the 990 form. Mr. Partridge thanked Ms. Jones for all her work in assisting the board.

15. INFORMATIONAL ITEMS

15.1. Board Calendar

The board calendar was provided in the packet for reference.

16. ADJOURN TO EXECUTIVE SESSION

17. ANNOUNCEMENTS AS A RESULT OF EXECUTIVE SESSION

17.1. Credentialing

After review of the applicant's files through the secure online portal, Melissa Jacobsen moved to approve the following positions in the medical staff as requested and recommended by the Medical Executive Committee. Edson Knapp seconded the motion. Motion carried.

Reappointments

Leon Mensch, MD; Pathology; Courtesy Staff
Evan Jones, MD; Orthopedics; Courtesy Staff
Justin Metzler, CRNA; Anesthesiology; Courtesy Staff
Tamara Shrader, ANP; Nurse Practitioner; Active Staff
Sarah Godsey, CRNA; Anesthesiology; Courtesy Staff
Bernadette Curtis, MD; Teleradiology; Telehealth Privileges
Krishnan Kartha, MD; Teleradiology; Telehealth Privileges
Stephanie Runyan, DO; Teleradiology; Telehealth Privileges
Christopher Rickman, MD; Teleradiology; Telehealth Privileges

New Appointments

Katelynn Bailey, DO; Emergency Medicine; Active Staff
Joseph Knight, DMP; Podiatry; Courtesy Staff*

Michelle Pearce, MS, AGNCP; Oncology; Courtesy Staff

*The appointment of Dr. Knight is conditional pending review and verification of case logs.

17.2. Appointment to Fill Vacant Board Seat

After review of the candidates' applications and vote by secret ballot in Executive Session, Melissa Jacobsen moved to appoint Dr. Christopher Landess to the South Peninsula Hospital Board of Directors. Dr. Landess received the majority of board members voting in the affirmative for his appointment, as required in the bylaws. Matt Hambrick seconded the motion. Motion carried.

18. ADJOURNMENT

The meeting was adjourned at 8:26pm.

Respectfully Submitted,

Accepted:

DocuSigned by:
Maura Jones
50A05CEF63834CE...
Maura Jones, Executive Assistant

DocuSigned by:
[Signature]
7FEF2642920174C5...
Aaron Weisser, President

Minutes Approved: 05/22/2024

DocuSigned by:
Mary E. Wythe
CC3FBAE68D8C4FA...
Mary E. Wythe, Secretary