

**South Peninsula Hospital Service Area Board
Special Meeting
October 18, 2007**

<u>CALL TO ORDER</u>	Vice Chair Walli called the meeting to order at 6:00 p.m.
<u>ROLL CALL</u>	<p>Present: Board Members Walli, Byrd, Grochow, Fenske, Stark Staff: Charlie Franz, CEO; Tom Davis, Interim CFO; Lori Meyer, Controller Guests: Walt Partridge, BOD President; Barbara Howard, BOD Member; Sherry Biggs, KPB Clerk; Milli Martin and Bill Smith, KPB Assembly; Wayne Aderhold; Gary Thomas Applicants to the SAB Present: Judy Lund, Sue Baxter, John Fenske, Nancy Branch, Roberta Highland, Annette Koth (telephonically) Applicants Excused: Ralph Broshes</p>
<u>APPROVAL OF AGENDA</u>	<p>Vice Chair Walli made the following changes:</p> <ul style="list-style-type: none"> ➤ Moved Item A, Election of Officers, under Item 9 New Business, to be after Item 7, Seating of New Board Members. ➤ Added hospital cell phone repeater antenna as second item along with hospital rooftop helistop to Item C, Legislative Capital Improvement Project Request, under New Business. <p>Board Member Byrd moved, Board Member Stark seconded to approve the agenda as amended. Motion passed unanimously.</p>
<u>COMMENTS FROM THE AUDIENCE</u>	<ul style="list-style-type: none"> ▪ Barbara Howard welcomed the new SAB members, wished the outgoing members well, thanked Sherry Biggs, Charlie Franz, and Milli Martin for all their help and support while on the SAB. ▪ Milli Martin thanked the outgoing members for their service on the SAB and the new members for stepping forward to serve on the board. ▪ Bill Smith thanked the outgoing members for their service, the new members for joining, and Ms. Biggs for being present to present the Oath of Office to the new members. <p>Ms. Walli requested Mr. Smith speak to the CIP items when they arrive at that item on the agenda.</p>
<u>APPROVAL OF MINUTES – SEPT. 13, 2007</u>	Board Member Fenske moved, Board Member Stark seconded to approve the minutes of September 13, 2007 as presented. Motion passed unanimously.

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<p><u>CONSIDERATION TO APPOINT APPLICANTS TO THE SAB</u></p>	<p>Board Member Byrd moved, Board Member Grochow seconded to appoint the full slate:</p> <ul style="list-style-type: none">➤ Judy Lund – Seat B➤ Sue Baxter – Seat C➤ John Fenske – Seat D➤ Ralph Broshes – Seat E➤ Nancy Branch – Seat G➤ Roberta Highland – Seat H➤ Annette Koth – Seat I <p>Roll call vote was taken:</p> <ul style="list-style-type: none">✓ Marie Wall – yes✓ Valerie Byrd – yes✓ Brandon Grochow – yes✓ John Fenske – yes✓ Sandy Stark – yes <p>Motion passed unanimously.</p> <p>Sherry Biggs, KPB Clerk, administered the Oath of Office to the new members. Printed information on borough code for authorized roles and responsibilities of SAB members, as well as parliamentary procedure, were provided to the members. Brief discussions on guidelines of how to conduct themselves in public, the Open Meetings Act, and executive sessions also took place.</p>
<p><u>NEW BUSINESS</u></p> <p><u>Election of Officers</u></p>	<p><u>Chair:</u> Board Member Lund moved, Board Member Branch seconded to nominate John Fenske as Chair. Nominations were closed. Motion passed unanimously.</p> <p><u>Vice Chair:</u> Board Member Walli nominated Judy Lund, Board Member Lund nominated Roberta Highland. Nominations were closed. Vote was taken with Ms. Lund receiving four votes and Ms. Highland receiving three votes.</p> <p><u>Secretary:</u> Board Member Highland nominated Marie Walli with Ms. Walli respectfully declining. Board Member Lund moved, Board Member Highland seconded to nominate Sue Baxter. Nominations were closed. Motion passed with Ms. Baxter abstaining.</p>

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<p><u>Election of Officers – continued:</u></p>	<p><u>Treasurer:</u> Board Member Branch moved, Board Member Walli seconded to nominate Roberta Highland. Nominations were closed. Motion passed unanimously.</p> <p>Current officers are:</p> <ul style="list-style-type: none">• John Fenske – Chair• Judy Lund – Vice Chair• Sue Baxter – Secretary• Roberta Highland – Treasurer <p>In order to allow time for Assembly Member Smith to provide information on the Legislative Capital Improvement Project requests and leave to attend another meeting, Board Member Lund moved, Board Member Walli seconded to move Item B, Acceptance of Resignation: Bill Smith, and Item C, the CIP Request, both under New Business, to take place at this time on the agenda. Motion passed unanimously.</p>
<p><u>Acceptance of Resignation: Bill Smith and Declare a Vacancy for Seat A and Notify the Borough Clerk</u></p>	<p>Board Member Walli moved, Board Member Lund seconded to accept Bill Smith’s resignation, declare Seat A open, and notify the Borough Clerk. Motion passed unanimously.</p>
<p><u>Legislative Capital Improvement Project Requests: Hospital Rooftop Helistop and Hospital Cell Phone Repeater Antenna</u></p>	<p>Mr. Franz reported due to the short timeframe for submitting the requests, they will come before the SAB for approval and then on to the BOD for their meeting next week. BOD President Partridge mentioned the Finance Committee has reviewed the requests. Board Member Walli moved, Board Member Highland seconded to put the Legislative Capital Improvement Project requests on the floor for discussion. Mr. Smith and Mr. Franz provided background and information on CIP requests. Board Member Lund moved, Board Member Branch seconded to accept the recommendations of the Capital Improvement Project requests for the rooftop helistop and the cell phone repeater antenna. Motion passed unanimously.</p> <p>Agenda moved back to Reports by CEO Charlie Franz.</p>
<p><u>REPORTS BY CEO CHARLIE FRANZ</u> <u>Aug. Financial Report</u></p>	<p>Mr. Franz introduced Tom Davis, Interim CFO. Mr. Davis</p>

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<p><u>Aug. Financial Report – continued:</u></p>	<p>reviewed the performance indicators through August and provided background on the various indicators for the new members. Questions from the members were answered by Mr. Franz and Mr. Davis.</p>
<p><u>Financial Recovery Plan</u></p>	<p>Mr. Franz provided background on how and why the Financial Recovery Plan was developed, reviewed steps which have been completed, as well as steps currently being addressed.</p> <p>Agenda moved back to Item D, Reallocation of Capital Equipment Funds, under New Business.</p>
<p><u>NEW BUSINESS</u></p>	<p><u>Reallocation of Capital Equipment Funds</u></p> <p>Board Member Lund moved, Board Member Walli seconded to approve the two Plexi-Pulse machines and accept the request for capital equipment substitution as presented. Mr. Franz provided background regarding the request. Motion passed unanimously.</p>
<p><u>Operating Budget Adjustment</u></p>	<p>Board Member Walli moved, Board Member Branch seconded to accept fiscal year 2008 adjustment as recommended. Mr. Franz provided a review of the need for the adjustment. Motion passed unanimously.</p>
<p><u>COMMENTS FROM THE AUDIENCE</u></p>	<p>None</p>
<p><u>COMMENTS FROM BOARD/STAFF</u></p>	<ul style="list-style-type: none"> ➤ Charlie Franz welcomed the new members, appreciated their interest in serving the hospital, provided the members with an information binder, and offered his assistance in getting familiar with the workings of the hospital. ➤ Tom Davis offered the members his help in understanding hospital finances. ➤ Sue Baxter felt very proud to be a SAB member and hoped to see the hospital grow for the benefit of the community. ➤ Walt Partridge welcomed and congratulated the new members and invited them to the next BOD meeting. ➤ Nancy Branch felt delighted to be a part of the SAB and felt it will be a learning process for the new members. ➤ Judy Lund commented on how proud she was to be a SAB member. ➤ Marie Walli thanked the new members for coming on board and looked forward to working with them.

