

**SOUTH PENINSULA HOSPITAL, INC.  
REGULAR BOARD MEETING**

**SPH Conference Rooms**

**March 24, 2010**

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**Call To Order**

**The BOD went into Executive Session to discuss personnel and financial matters prior to the start of the regular meeting.**

**\*\*\*\*\*Into Executive Session – 5:36 p.m.\*\*\*\*\***

**\*\*\*\*\*Out of Executive Session – 7:02 p.m.\*\*\*\*\***

**\*\*\*\*\* Regular Session – 7:08 p.m.\*\*\*\*\*.**

President Kelly Cooper called the regular meeting to order at 7:08 p.m.

Present:	Kelly Cooper	Nina Allen
	Kent Haina	Walter Partridge
	Julie Woodworth	Bernadette Wilson
	Matt Hambrick	Matt North

Excused: Vickey Hodnik

Also Present: Robert Letson, CEO  
Lori Meyer, Acting CFO, Controller/Materials Manager  
Rosary Payne, Hudson Insurance  
Amy Lane, Hudson Insurance  
Kim Greer, RN  
Glenda Hazelwood, Medical Records Technician  
Lynn Harding, Coding Reimbursement Specialist  
Robbie Coffey, RN  
Christine Anderson, Director of Patient Care Services  
Deanna Graham, QI Manager  
Sara Karnos, Administrative Assistant  
Lora Wilke, RN  
Eva Stovall, CNA  
Jan Hanenberger, Homer Secretarial Services

A quorum was present.

**Announcements, Welcome Guests & Public**

President Cooper welcomed everyone. Announcements were:

- Mark calendars for April 20<sup>th</sup> when SPH and the American Cancer Society will co-sponsor the Chamber luncheon. SPH will also sponsor the Chamber Mixer at the hospital on April 22<sup>nd</sup>.
- March 30<sup>th</sup> is Doctors' Day with events planned at the hospital.

### **Approval of Agenda**

Partridge/Hambrick moved/seconded:

To approve the Agenda. Motion passed.

### **Comments of Audience**

There were no comments.

### **Approval of Consent Agenda**

Woodworth/Allen moved/seconded:

To approve the Consent Agenda. Motion passed.

Board Secretary Wilson read the Consent Agenda items into the record:

- A. Consideration to Approve the Minutes of February 24, 2010 Regular Board of Directors Meeting.
- B. Consideration to Approve the Minutes of the March 22, 2010 Special Meeting of the Board of Directors.

### **Presentations:**

#### **A. Rosary Payne, Hudson Insurance Group on HIPAA**

Ms. Payne introduced her assistant, Amy Lane, and provided a very informative presentation on the importance of patient's rights, privacy, security, and HIPAA standards. Hudson Insurance Group writes the professional liability insurance coverage for SPH. Questions and answers followed.

#### **B. Quarterly Quality Improvement Report: Deanna Graham, QI Manager**

Ms. Graham provided a presentation on customer satisfaction and the hospital version of the Consumer Assessment of Healthcare Providers and Systems Survey (H-CAHPS). The survey is sent to all inpatient discharges that are 18 and older. Results can be used to compare to hospitals in Alaska and nationally. SPH scores were above average.

### **Reports:**

#### **A. Service Area Board Representative**

The SAB representative was unable to attend this evening.

#### **B. Chief Executive Officer**

Other than his written report CEO Letson mentioned:

- Hospital received notification of their first Medicare recovery audit request with 14 records being requested.
- Employee Awards Banquet will be on May 15<sup>th</sup> at Wasabi's.

**C. Chief Financial Officer**

Acting CFO Meyer mentioned two typographical errors in the written report on page one:

1. First sentence in the first paragraph: *Gross patient revenue is \$3.2 million for the month of ~~January~~ February.*
2. First sentence under Net Revenue: *Net patient revenue is 8.6% ~~over~~ under budget.*

**D. Board President**

President Cooper thanked the board members for their commitment to the hospital and the community and all their hard work.

**E. Marketing Report**

Written report included in the packet. Nothing more added.

**F. Board Committees:**

**Finance**

Other than his written report, Mr. Partridge mentioned the hospital wide purchasing authority policy was not included in the packet due to wording not being approved prior to packet distribution. There were no questions on the report.

**Governance**

No report.

**Education**

Committee has not met.

**BOD Representative to Service Area Board Meeting**

Mr. Haina reported:

- Barbara McBride was appointed to the SPH Foundation.
- Discussed and approved the Capital Budget.
- Discussed hospital's recycling program.

**Unfinished Business**

None

**New Business**

**A. Consideration to Approve 2010 Quality Improvement Plan**

Ms. Graham provided information on the QI Plan.

Woodworth/Allen moved/seconded:

To approve the South Peninsula Hospital Quality Improvement Plan as presented. Motion passed.

**B. Consideration to Approve Resolution 2010-09-A, Reallocation of Funds for Surgery Doors**

Mr. Partridge provided background on the need and reported the committee recommends approval.

Hambrick/North moved/seconded:

To approve Resolution 2010-09-A reallocating funds for the surgery doors in the amount of \$7,000.

Roll call vote: Yes – North, Wilson, Cooper, Hambrick, Partridge, Woodworth, Haina, Allen

No – 0

Absent - Hodnik

Motion passed.

**Discussion**

No discussion item this evening.

**Comments from the Audience**

- Robbie Coffey appreciates all the work done by the BOD

**Comments from Chief Finance Officer**

Lori Meyer had no further comments.

**Comments from Chief Executive Officer**

Robert Letson mentioned the following:

- New CFO, Chris Gross, will be joining the staff on May 10<sup>th</sup>.
- New Director of Support Services, Larry Shirts, will be starting April 5<sup>th</sup>.
- Dr. Bell and Mr. Letson have arranged for doctors from the Alaskan Women's Health Practice to hold OB/GYN clinics and do minor surgery in Homer starting in April.
- IV Therapy will be available at SPH soon for individuals with multiple sclerosis.

**Comments from Homer Secretarial Services**

Jan Hanenberger thanked everyone for all that they do for the hospital.

**Comments from the Service Area Board Representative**

No one present.

**Comments from the Board**

- Matt North thanked everyone for attending this evening and thanked Deanna Graham and the QI Department for their fine work.
- Matt Hambrick thanked Ms. Graham, Mr. Letson for their work and Ms. Cooper for her board leadership.
- Julie Woodworth congratulated QI on the survey numbers, and thanked everyone for taking time out of their schedules to attend meetings. She thanked Ms. Meyer for her awesome work as the acting CFO, and asked if another member would be able to attend

the SAB meeting for her on April 8<sup>th</sup> since her son will be home. Ms. Allen said she may be able to attend.

- Walter Partridge was very pleased with the QI survey numbers and felt the SPH employees should be very proud.
- Nina Allen thanked Ms. Meyer for her work, welcomed Ms. Graham, and thanked everyone for coming.
- Kelly Cooper was very pleased with the survey results, thanked Ms. Anderson, Ms. Meyer and Ms. Karnos for all their help and hard work.

**Announcements as a result of the Executive Session**

Wilson/Woodworth moved/seconded:

As recommended by the MEC and the Allied Health Professionals, to approve appointment of Dr. Edward W. Zeff to the Active Medical Staff, to reappoint Jeffrey Quam, MD, Kenneth Hahn, MD, William Roberts, MD, and James Petersen, MD, to the Active Medical Staff, and to the Allied Health Staff Ann Restad and Mary Lou Kelsey, and to Locum Tenens Thomas P. Mezzetti, MD.

Ms. Wilson mentioned two announcements:

1. Change in status notification to Dr. James Bauldauf – placed on inactive status due to lapse in malpractice insurance.
2. Voluntary resignation of Jodi Moore, PA in Family Practice.

Motion passed.

The regular meeting adjourned at 8:15 p.m. A break was taken before going into Executive Session.

**Executive Session**

\*\*\*\*\*Into Executive Session – 8:18 p.m.\*\*\*\*\*

\*\*\*\*\*Out of Executive Session – 9:00 p.m.\*\*\*\*\*

**Actions Resulting from Executive Session**

There were no further actions.

**Adjournment**

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Accepted:

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Janet E. Hanenberger  
Homer Secretarial Services  
Minutes Approved: \_\_\_\_\_

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Kelly Cooper, President  
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Bernadette Wilson, Secretary