

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

**SPH Conference Rooms**

**May 26, 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 – 5:18 p.m.\*\*\*\*\***

**\*\*\*\*\*Out of Executive Session – 6:58 p.m.\*\*\*\*\***

**\*\*\*\*\* Regular Session – 7:03 p.m.\*\*\*\*\*.**

President Kelly Cooper called the regular meeting to order at 7:03 p.m.

Present:	Vickey Hodnik	Walter Partridge
	Kelly Cooper	Matt North
	Bernadette Wilson	Kent Haina
	Julie Woodworth	

Excused: Nina Allen

Absent: Matt Hambrick

Also Present: Robert Letson, CEO  
Christine Anderson, Chief Nursing Officer  
Tammy Ackerman, Service Area Board Representative  
Sara Karnos, Administrative Assistant

A quorum was present.

**Announcements, Welcome Guests & Public**

President Cooper welcomed everyone and presented Matt North and Kent Haina with service pins recognizing them for one year of service to the Board of Directors and hospital.

**Approval of Agenda**

Item 10: Unfinished Business: Consideration to Approve Resolution 2010-11-A, Operating Budget was moved to after New Business.

Partridge/Woodworth moved/seconded:  
To approve the Agenda as amended. Motion passed.

**Comments of Audience**

There were no comments.

**Approval of Consent Agenda**

Partridge/Hodnik moved/seconded:

To approve the Consent Agenda. Motion passed.

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

Consideration to Approve the Minutes of April 28, 2010 Board of Directors Meeting.

**Presentations:**

**A. KPB Assembly Report – CEO Letson**

CEO Letson presented the quarterly report for the Kenai Peninsula Borough Assembly and asked for comments and suggestions. Ms. Woodworth recommended mentioning our Quality Improvement focus as well as productivity when discussing the FY 11 Strategic Action Items. There was no further discussion.

**B. Bainbridge Video Presentation: The Board’s Relationship with the Workforce**

Mr. Partridge mentioned that after the Education Committee reviewed several of the Bainbridge presentations, they felt this video was timely, coming after last month’s presentation regarding the board’s relationship with the Medical Staff. Comments followed.

**Reports:**

**A. Service Area Board Representative**

Tammy Ackerman reported:

- SAB will not meet in June or July. She noted that if the SAB was needed to transact business during those months, they would accommodate. She said that the SAB appreciates the BOD’s work on moving the MRI project forward.

**B. Chief Executive Officer**

Other than his written report CEO Letson mentioned:

- The Physical Therapy department will work with the Kenai Peninsula Borough School District to provide therapy to students over the summer.
- The three additional LTC beds are ready to be utilized.
- New HIM Manager, Robert Whitehead, is scheduled to start in 30 days.

**C. Chief Financial Officer**

Acting CFO Meyer was unable to attend and President Cooper asked Treasurer Partridge to include a summary in his Finance Committee Report.

**D. Board President**

President Cooper reported:

- Clean-up Day was a good event, with much less to clean up than the previous year.
- Attended the May Service Area Board meeting. Thank you to the SAB for all their support on the MRI project.
- Thank you to the Activities Committee for their work on the Awards Banquet.
- Ms. Woodworth, Mr. North, CEO Letson, and Ms. Cooper will be meeting with board representatives and the CEO of CPH to share ideas and best practices.

#### **E. Marketing Report**

Written report included in the packet. Nothing more added.

#### **F. Board Committees:**

##### **Finance**

Mr. Partridge noted that overall it was a good month. The EBITDA was almost double compared to the previous month and SPH is doing better than budgeted for the last couple of months. Ms. Woodworth asked why the Birthing Center would have a gain from operations while OB showed a loss. CEO Letson explained that the Birthing Center was composed of three departments, Newborn Nursery, OB and Labor & Delivery, and that each contributes to the total financial picture of the Birthing Center. There were no further comments or questions.

##### **Governance**

Ms. Woodworth reported they are reviewing policies and bylaws next Thursday.

Ms Woodworth also reported on the collaborative meeting between SPH and Central Peninsula Hospital. She noted that CPH is awaiting additional data to further explore their options for governance. She noted that it is good to keep apprised on what CPH's plans are since they will most likely affect SPH in one way or another. There was much good collaboration at the meeting regarding education and best practices. President Cooper noted that CEO Letson has information for board members if they receive queries from the public on the matter. Ms. Wilson commented that some of the items on the calendar were incorrect. Ms. Woodworth noted the items and will update the calendar.

##### **Education**

Mr. Partridge reported that the committee did not meet, but did discuss the budget items via email. There were no questions.

##### **BOD Representative to Service Area Board Meeting**

President Cooper attended the SAB meeting and her report was included in the President's Report.

#### **New Business**

##### **A. Consideration to Approve CMS Form – Governance Committee**

Ms. Woodworth provided a report on the item, noting that the information on the form would be used to complete the paperwork necessary to bill for Medicare and Medicaid services. Mr. Partridge asked how the form would be memorialized. Ms. Woodworth said that the Governance Committee would review board policy SM-07 to include a statement about the form.

Woodworth/North moved/seconded:

To approve the CMS Form as presented with the recommendation to revise board policy SM-07, Board Orientation, to include a statement regarding the form.

Motion passed.

**B. Consideration to Approve Sleep Lab Consulting Proposal**

CEO Letson reviewed the item. Ms. Woodworth asked for clarification on the scope of services. Discussion followed.

Woodworth/Hodnik moved/seconded:

To approved the Korbrien Sleep Lab consulting proposal with a clarification on the scope of services to be obtained by CEO Letson.

Motion passed.

**C. Proposal to Waive Board Stipend per Board of Directors Bylaws Article III, Section 9.**

In addition to his written report, Mr. Partridge noted that the bylaws contain an article whereby the board receives a monthly stipend. This board has not received the stipend to date, but this waiver has yet to be memorialized at a meeting. The total of this stipend for the year is \$12,600. He proposed that the board formally waive the stipend in consideration of contributing to the financial success of the hospital at this time.

Partridge/Woodworth moved/seconded:

That the Operating Board of Directors Operating Budget for FY11 is authorized without the board stipend in the amount of \$12,600.

Motion passed.

**Unfinished Business**

**A. Consideration to Approve Resolution 2010-11-A, Operating Budget**

CEO Letson reported that the budget presented is the same as the one the Finance Committee approved and the BOD reviewed at the Budget Workshop. He noted that the board stipend would need to be subtracted and the funds needed to complete the Credentialing Process Review project would need to be added in the amount of \$50,000.

Partridge/Woodworth moved/seconded

To pass and adopt Resolution 2010-11-A, approving the fiscal year 2011 operating budget as presented minus the board stipend line item for \$12,600 and adding an amount of \$50,000 for the credentialing process review project.

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

No – 0`

Absent – Hambrick, Allen

Motion passed.

**Discussion: None**

**Comments from the Audience**

- Christine Anderson said that she was impressed with the swift conduction of business during the meeting.

**Comments from Chief Finance Officer**

Not present.

**Comments from Chief Executive Officer**

Robert Letson had no further comments.

**Comments from the Board**

- Julie Woodworth thanked Sara Karnos for stepping in for Homer Secretarial and said the Awards Banquet was very good.
- Walter Partridge said it was a great Awards Banquet, with great singing by SPH employee. He congratulated Blynn Dahlhamer on being selected Employee of the Quarter.
- Bernadette Wilson said that the Awards Banquet was well done and the Activities Committee did a good job as always.
- Kent Haina had no further comments.
- Matt North said that he wished he could have attended the banquet.
- Vickey Hodnik said she enjoyed the banquet and she reported on a meeting of the Prescription Drug Task Force where several community members including Hal Smith, MD and representatives of law enforcement discussed illegal prescription drug use in the community and shared ideas on what processes could be put in place to lower the incidence rate.

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

Wilson moved:

For approval of the following practitioners as recommended by the MEC for appointment:

Katie Ostrom, MD, OB/GYN, Courtesy Medical Staff

John Lance Breeding, CRNA, Allied Category A

Lina LePage, MSW, Mental Health, Allied Category B

For approval of the following practitioners as recommended by the MEC for reappointment:

Sonja Martin Young, CNM, Allied Category A

Susan Bunting, Audiologist, Allied Category B

Nina Allen, LCSW, Mental Health, Allied Category B

Daniel Del Missier, LCSW, Mental Health, Allied Category B

Bruce Bardwell, LMFT, Mental Health, Allied Category B

Motion passed.

Woodworth/Hodnik moved/seconded:

To approve the on-call surgical coverage contract for Dr. Todd Boling.

Motion passed.

Woodworth/Hodnik moved/seconded:

To pass and adopt Resolution 2010-12-A, approving funding the MRI Building Project in the amount of \$150,000 from operating account 41788048 and forwarding the resolution to the South Kenai Peninsula Hospital Service Area Board and the Kenai Peninsula Borough Assembly.

CEO Letson provided a report. Mr. Partridge noted that according to the Sublease and Operating Agreement, the resolution should be approved by the Service Area Board. SAB Representative Tammy Ackerman noted that the SAB should be able to hold a short meeting to approve the funding.

Motion passed.

The regular meeting adjourned at 8:13 p.m. A break was taken before going into Executive Session.

**Executive Session**

\*\*\*\*\*Into Executive Session – 8:15 p.m.\*\*\*\*\*

\*\*\*\*\*Out of Executive Session – 8:50 p.m.\*\*\*\*\*

**Actions Resulting from Executive Session**

There were no further actions.

**Adjournment**

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Accepted:

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Sara Karnos, SPH & Janet E. Hanenberger  
Homer Secretarial Services  
Minutes Approved: \_\_\_\_\_

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Kelly Cooper, President

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Bernadette Wilson, Secretary