

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

SPH Conference Rooms

June 24, 2009

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 – 5:12 p.m. *******

*******Out of Executive Session – 6:43 p.m.*******

******* Regular Session – 7:02 p.m.*****.**

President Barbara Howard called the regular meeting to order at 7:02 p.m.

Present:	Vickey Hodnik	Nina Allen
	Kent Haina	Walter Partridge
	Julie Woodworth	Bernadette Wilson
	Barbara Howard	

Excused:	Kelly Cooper	Matt North
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Also Present: Robert Letson, CEO
Lori Meyer, Acting CFO, Controller/Materials Manager
Christine Anderson, Director of Patient Care
Carrie Warren, Acute Care Manager
Sue Mihora-Scholl, RN/ER/Outpatient Services
Sara Karnos, Administrative Assistant
Jan Hanenberger, Homer Secretarial Services

A quorum was present.

Announcements, Welcome Guests & Public

President Howard welcomed everyone and mentioned that earlier in the day KPB Mayor Dave Carey joined board members on a tour of the hospital's new construction. Work is going well and they are getting closer to the Grand Opening.

Approval of Agenda

Mr. Partridge requested: under New Business remove Item C, Consideration to Approve Resolution 09-33 Authorizing Bank Signers. Finance Committee has discussed this but it is not ready to bring it before the BOD. Item was removed and Resolution No. 09-33 was retired.

Woodworth/Wilson moved/seconded:
To approve the agenda as amended. Motion passed.

Comments of Audience

- Sue Mihora-Scholl mentioned she liked the hospital's website, from a financial standpoint she was not in favor of departments having different colored uniforms, and commented on the insurance coverage for employees using SPH for medical services.

Approval of Consent Agenda

Allen/Partridge moved/seconded:

To approve the Consent Agenda.

Board Secretary Wilson read the consent calendar items into the record:

- A. Consideration to Approve the Minutes of May 27, 2009 Regular Board of Directors Meeting.
- B. Consideration to Approve Organization Chart.
- C. Consideration to Approve Strategic Action Plan.

Motion passed.

Presentation: Role of Today's Board, Bainbridge DVD Presentation

The first of a series of Darlene Bainbridge DVDs was presented. Discussion followed.

Reports:

A. Service Area Board Meeting Representative

No report.

B. Chief of Staff: Dr. Martha Cotten

No report.

C. Chief Executive Officer

Other than his written report, CEO Letson mentioned:

- Mark Fowler, KPB Purchasing Representative, approved the hospital's MRI selection.
- He will be attending the July 7 KPB Assembly meeting in Soldotna. Mr. Fowler will be presenting a resolution for approval to purchase digital mammography equipment.
- The state has approved the three bed increase in LTC.
- It's time to be considering items for the Capital Improvement Plan lists for the city and KPB.

Questions and answers followed.

D. Chief Financial Officer

Lori Meyer reported:

- She missed the last Finance Committee meeting due to attending a conference in Seattle.
- Received confirmation SPH is still exempt from filing IRS Form 990.

Questions and answers followed.

E. Board President

President Howard had nothing to report.

F. Board Committees:

Finance

Mr. Partridge had nothing further to add to the written report. There were no questions.

Governance

Governance Committee did not meet.

Quality Improvement

Ms. Wilson had no report.

Marketing/Website

Mr. Haina reported:

- The new website will be available on Monday and he would like feedback from the members on the site. One area that needs to be added is a SAB section.
- He is working on some problems with the format for members to contact each other via the internet.

Construction.

No report.

Education

Other than his written report Mr. Partridge added the committee felt, due to the cost for James Orlikoff to speak to the board, they would be looking for a different speaker. There were no questions.

BOD Representative to SAB Meeting

No report.

Pension Plan

Mr. Partridge had nothing to add to his written report. There were no questions.

Unfinished Business

There were no items.

New Business

A. Consideration to Approve Resolution 09-31, Furniture RFP Vendor Selection

CEO Letson reported receiving three responses to the Furniture RFP, however, only one bidder met all qualifications which was Business Interiors Northwest (BiNW). This choice was reviewed by the Finance Committee and Mr. Letson recommended approval.

Woodworth/Haina moved/seconded:

To pass and adopt Resolution 09-31, awarding the bid for public spaces furniture to Business Interiors Northwest in the amount of \$110,015.00 and funded by account number 118000005.

The vote: Yes – Howard, Wilson, Hodnik, Partridge, Woodworth, Haina, Allen
No – 0
Absent – Cooper, North

Motion passed.

B. Consideration to Approve Resolution 09-32, Adopting FY 2010 Operating Budget

CEO Letson provided background on preparation of the 2010 Operating Budget and recommended approval.

Wilson/Allen moved/seconded:

To pass and adopt Resolution 09-32 approving the FY 2010 Operating Budget and Salary Ranges for Managers and Confidential Employees.

The vote: Yes – Haina, Howard, Partridge, Wilson, Allen, Hodnik, Woodworth
No – 0
Absent – Cooper, North

Motion passed.

C. Consideration to Approve Resolution 09-33, Authorizing Bank Signers

This item was removed from the agenda and the resolution number was retired.

D. Consideration to Approve Resolution 09-34, Pension Plan Trustees

CEO Letson provided a report on the last Pension Plan Committee meeting. Since MaLisa Mudgett will no longer be serving on the committee she will be removed and Matt North will be appointed. The Finance Committee approved this action.

Allen/Partridge moved/seconded:

To pass and adopt Resolution 09-34 appointing the following individuals as Trustees and Administrator of the Plan:

Robert F. Letson, Pension Plan Administrator
Steve VanWagoner, Trustee
Harley R. Eckert, Jr., Trustee
Matthew North, Trustee
Walter Partridge, Trustee

and removing MaLisa J. Mudgett from the list of appointed Pension Plan Trustees.

The vote: Yes – Hodnik, Allen, Haina, Partridge, Woodworth, Wilson, Howard
No – 0
Absent – Cooper, North

Motion passed.

E. Consideration to Approve Resolution 09-35, Pension Plan Amendment

CEO Letson provided background on Resolution 09-35 which corrects the effective date.

Haina/Allen moved/seconded:

To approve Resolution 09-35

The vote: Yes – Howard, Wilson, Hodnik, Partridge, Woodworth, Haina, Allen

No – 0

Absent – Cooper, North

Motion passed.

F. Consideration to Approve Board Policy SM-07, Board Member Orientation

Mr. Partridge provided background and an update on the policy. The committee recommends approval. There was no objection and the motion passed.

G. Consideration to Approve Resolution 09-36, Renewal of Hospice Contract

CEO Letson mentioned this contract has been in place for a number of years, there are no changes from previous years, and Mr. Letson recommended approval.

Partridge/Woodworth moved/seconded:

To pass and adopt Resolution 09-36 a resolution of the South Peninsula Hospital Board of Directors approving the contract with Hospice of Homer.

The vote: Yes – Woodworth, Hodnik, Allen, Wilson, Partridge, Howard, Haina

No – 0

Absent – Cooper, North

Motion passed.

H. Consideration to Approve Resolution 09-37, Mountainview Lease Agreement

CEO Letson provided background on the apartment lease and recommended approval for a one year period.

Haina/Woodworth moved/seconded:

To Pass and adopt Resolution 09-37, approving the lease agreement with Doug and Margarida Kondak for 152 Mountainview Drive, Unit 2, Homer, Alaska to be funded from account 41633 in the amount of \$12,000.

The vote: Yes – Partridge, Haina, Allen, Hodnik, Howard, Wilson, Woodworth

No – 0

Absent – Cooper, North

Motion passed.

I. OSHA Consultation Plan of Action

CEO Letson reported OSHA has a department which offers consulting for businesses on OSHA regulations and SPH was offered an inspection. The inspection was done and a report has been received listing areas which need to be corrected. A corrective action plan must be submitted to OSHA by July 17 and the corrections addressed. Staff has been working on the items of which none were hazardous.

A break was taken at 8:15 p.m. with the meeting reconvening at 8:20 p.m.

Discussion Only: Benchmarks

Open discussion was held by the members.

President Howard reminded the members of the disaster training on July 13 at noon. Those that will not be able to attend should contact her.

Ms. Woodworth mentioned she will not be able to attend the BOD meeting on July 22.

Comments from the Audience

- Sue Mihora-Scholl commented the benchmarks discussed seemed to be focused on financial matters and she is use to seeing benchmarking for ER and patient satisfaction. CEO Letson mentioned there is benchmarking for the QI Committee which looks at quality of care and patient surveys, and felt Ms. Mihora-Scholl had a good point in doing additional measures such as in the ER. Mr. Letson will contact Darlene Bainbridge regarding dashboards and benchmarks, as well as Press Ganey which works with patient satisfaction.
- Carrie Warren thanked the BOD for approving selection of vendor for the furniture in AC.

Comments from Chief Finance Officer

Lori Meyer mentioned Ms. Mudgett has done an awesome job and will be missed.

Comments from Chief Executive Officer

Robert Letson had no further comments.

Comments from Homer Secretarial Services

No comments.

Comments from the Board

- Julie Woodworth thanked everyone for their complete reports in the packets which help very much when working on issues.
- Walt Partridge felt the budget package was very well done and congratulated the Lab on their great CLIA survey.
- Barbara Howard thanked the members for all their hard work.

Executive Session

Nothing further.

Actions Resulting from Executive Session

Wilson/Hodnik moved/seconded:

That Dr. Judith Steyer is reappointed to the Active Medical Staff and that Dr. Scott Wellman, Dr. Dona Brekke and Dr. David Brauner are reappointed to the Consulting Medical Staff of South Peninsula Hospital. Motion passed.

Adjournment

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Accepted:

Janet E. Hanenberger
Homer Secretarial Services
Minutes Approved: _____

Barbara Howard, President

Bernadette Wilson, Secretary