

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

SPH Conference Rooms

September 23, 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 – 6:02 p.m. *******

*******Out of Executive Session – 6:48 p.m.*******

******* Regular Session – 7:00 p.m.*****.**

President Barbara Howard called the regular meeting to order at 7:00 p.m.

Present:	Kelly Cooper (7:10)	Vickey Hodnik
	Nina Allen	Kent Haina
	Walter Partridge	Julie Woodworth
	Bernadette Wilson	Barbara Howard
	Matt North	

Also Present: Robert Letson, CEO
Lori Meyer, Acting CFO, Controller/Materials Manager
Dr. Martha Cotten, Medical Chief of Staff
Jackie Quam, RAC & Compliance Consultant
Sara Karnos, Administrative Assistant
Judy Lund, SAB Chair
Darlene Hilderbrand, Executive Director of Hospice
Jan Hanenberger, Homer Secretarial Services

A quorum was present.

Announcements, Welcome Guests & Public

President Howard welcomed everyone and mentioned Ms. Cooper would be arriving shortly.

Approval of Agenda

Woodworth/Wilson moved/seconded:

To approve the agenda as submitted. Motion passed.

Comments of Audience

None

Approval of Consent Calendar

Woodworth/Allen moved/seconded:

To approve the consent calendar. Secretary Wilson read the item into the record:

A. Consideration to approve the minutes of August 26, 2009 regular Board of Director meeting.
Motion passed.

Presentation – Hospice of Homer, Darlene Hildebrand

Ms. Hilderbrand provided information on Hospice's services which included their two main programs: End of Life Program and Volunteer Visitors Program. Hospice has the same service area as the hospital, and across the bay, with all their services being offered free of charge. Services provided are:

- Direct care for clients
- Respite services for families
- Medical equipment loans
- Lending library
- Bereavement services
- Volunteer training
- Community education
- Resource information

Questions and answers followed.

Reports:

Since Dr. Cotten was working this evening, but was currently present, her report was moved to be at this time.

A. Chief of Staff: Dr. Martha Cotten

Dr. Cotten mentioned:

- She had invited Jackie Quam to attend the meeting this evening.
- Doctors are upset and concerned about the absence of call room space that is close to the ER which they feel is very much needed.
- Medical Staff would like to see credentialing of staff based on their training. Will have more information on requirements for surgery and obstetrics at the next meeting.
- Several employees have voiced their concern and unhappiness about the ongoing issue of contract negotiations and the cost to the hospital.
- SPH is not designated as a HPSA hospital. Dr. Cotten asked Ms. Quam to check into what is required to become a HPSA hospital, and if it might be beneficial to SPH financially.

B. Service Area Board Meeting Representative

Chair Judy Lund reported:

- Plans are being made for a group photo to be included in the website.
- May have person interested in serving on the SAB and filling the current vacant seat.
- They may have another vacancy coming up.
- They hope to have a committee soon to work with Ms. Ferraro and Mr. Haina on the SAB website.

C. Chief Executive Officer

Other than his written report CEO Letson mentioned:

- Wanted to formerly thank Ms. Ferraro and Ms. Meyer for their excellent presentation to the KPB Assembly.

- Grand Opening of the new patient wing will be October 4, 2009, from 1:00 p.m. until 4:00 p.m., with the ribbon cutting taking place at 2:00 p.m. Patients will start using the area October 7.
- LTC and the hospital both did very well during the unannounced annual inspection by the state. LTC had four citations and the hospital had two, none of which were serious.
- Plan for flu emergency will be completed soon. Information has been compiled for the clinical departments and the non-clinical departments should be completed within a week.

Questions and answers followed.

D. Acting Chief Financial Officer – Lori Meyer

Ms. Meyer had nothing to add to her written report, but did have a correction on the Performance Indicator Report for Total Net Accounts Receivable. Figure given was \$9,680,885, which was the gross amount; net amount was \$6,934,363. There were no questions from the members regarding the report.

E. Board President

President Howard thanked the members for allowing her to have the month of August off, and thanked Vice President Cooper for filling in. She also reported:

- Entertained some doctors and tried to entice them to think about Homer and SPH.
- Went to the KPB Assembly meeting at which Ms. Meyer and Ms. Ferraro provided a fine presentation.
- Attended the Hospital Association Conference with Ms. Woodworth, Ms. Wilson, and Mr. Haina which was very good. Ms. Woodworth added Providence Hospital provided a presentation on their procedure for staff immunization for H1N1. President Howard mentioned there was a strong resistance from the doctors towards the vaccination and the hospital has now made it mandatory.

F. Board Committees:

Finance

Mr. Partridge mentioned the committee has asked Administration to get a feel of how many employees are going elsewhere for medical services, and to look into ways they might provided some incentives for employees to have those services done at SPH instead of going elsewhere. Questions and answers followed regarding the written report.

Governance

No report.

Quality Improvement

Ms. Wilson had no report.

Marketing/Website

Mr. Haina had nothing to add to Ms. Ferraro's written report.

Construction.

No report.

Strategic Plan

No report.

Education – Walt Partridge

Mr. Partridge reported:

- Quality Workshop will be held November 21.
- Poll taken of members for Retreat dates indicated January 8 and 9 or 15 and 16, with January 15 and 16 being decided upon.

Membership

President Howard mentioned Ms. Cooper and herself are on the Membership Committee and both of their terms as board members will be coming up for re-consideration. Because of this she suggested two other BOD members handle the process of recruitment and recommendation. Dr. Hodnik's term will also be up for re-consideration. Ms. Woodworth and Ms. Allen volunteered.

BOD Representative to Service Area Board Meeting – Vickey Hodnik

Dr. Hodnik reported:

- Outgoing SAB member John Fenske is very interested in a Wellness Clinic at the hospital and various thoughts were discussed.
- KPB Assembly member Bill Smith was very interested in the replacement of monitors in Radiology.

Pension Plan

No report.

Unfinished Business

None

New Business

A. Consideration to Approve Resolution 10-10, Mountainview Apartment Lease

CEO Letson reported this is a renewal of an existing lease, with no changes, and recommended renewal.

Cooper/Woodworth moved/seconded:

To pass and adopt Resolution 10-10, approving the lease agreement with Doug and Margarida Kondak for 152 Mountainview Drive, Unit 4 in Homer, Alaska to be funded from account 41633 in the amount of \$12,000.

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

Motion passed.

B. Consideration to Approve Resolution 10-11, LTC Resident Egress Project

CEO Letson reported this was an item cited by the Fire Marshall inspection last year. A waiver was given but must now be resolved by November at a cost of \$19,500.

Haina/Woodworth moved/seconded:

To approve Resolution 10-11, expenditure of funds from Operating Account 11120003 in the amount of \$19,500 for the construction of a LTC Resident Egress.

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

Motion passed.

C. Education Report: Board Goals for Upcoming Retreat

Mr. Partridge mentioned the Education Committee is starting to prepare for the Retreat with the Facilitator, Belinda Breaux, and asked for suggestions on items to consider. Thoughts and discussion followed. Some suggestions were to devote time at the beginning for review of what has already been done, how to better achieve goals and move the BOD ahead, and improve the Strategic Plan/Action Plan.

Discussion: Conflict of Interest

Various examples of when and how there could be a perception of a conflict of interest were mentioned. Discussion, thoughts and opinions followed.

Comments from the Audience

No comments.

Comments from Acting Chief Finance Officer

Lori Meyer had no further comments.

Comments from Chief Executive Officer

Robert Letson mentioned the Financial Statement looks very good this month with help from new services such as the Specialty Clinic (Chemotherapy), the Sleep Lab, and the Homer Medical Clinic's Radiology Diagnostic Satellite. President Howard requested having this information provided quarterly.

Comments from Homer Secretarial Services

No comments.

Comments from the Board

- Vickey Hodnik felt they had a great meeting and is looking forward to items and events coming up.
- Bernadette Wilson congratulated Sheila Burgess on her certification, which is the highest credentialing you can receive in Medical Records.
- Kent Haina welcomed President Howard back, thanked Vice President Cooper for filling in, and thanked the producers of the great detailed reports.
- Matt North felt it was a great meeting.

- Julie Woodworth congratulated Sheila Burgess on her certification, and Lori Meyer and Derotha Ferraro for the presentation to the KPB Assembly. She also mentioned the Alzheimer’s Walk/Run was great, felt the Alaska Hospital Association meeting in Soldotna was interesting, and attended a very good three day Alaska State Chamber of Commerce conference, held in Homer, at which she heard very nice comments about Homer. She mentioned she will be out of town and will not be able to attend the Open House, and enjoyed the presentation on Hospice. She mentioned “Motivation for Being on the BOD” might be a good topic for the Retreat. Ms. Woodworth and Ms. Ferraro serve on the Chamber Legislative Committee and invited members to bring issues to them, and Ms. Woodworth also serves on the Alaska Meth Education Taskforce.
- Nina Allen dittoed comments made by the members, is grateful to be on a board with such supportive members, and she will be out of town for the Grand Opening.
- Kelly Cooper thanked Lori Meyer for all her hard work, thanked Sara Karnos for all her work and wished her “Happy Birthday”, and commented on how nice it is to see the growth made by the board this year.
- Judy Lund felt the members were a great board.
- Bernadette Wilson mentioned she serves on the United Way Allocation Committee, Darlene Hilderbrand always provides a great presentation and Hospice’s statistics are excellent.
- Matt North mentioned being on the board for Hospice in Kenai/Soldotna and they tried modeling their organization after Hospice of Homer.
- Barbara Howard felt they had a very good meeting, she appointed Kent Haina the “go to” person for doing research for members, and reminded everyone to vote on October 6.
- Kelly Cooper mentioned next Tuesday the KPB Assembly will be at the Chamber luncheon.

Executive Session

Nothing further.

Actions Resulting from Executive Session

No actions taken.

Adjournment

Meeting adjourned at 9:00 p.m.

Respectfully submitted,

Accepted:

 Janet E. Hanenberger
 Homer Secretarial Services
 Minutes Approved: _____

 Barbara Howard, President

 Bernadette Wilson, Secretary