

Our mission is excellence in health care services and the promotion of wellness in our community.

Petersburg Medical Center

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Meeting: Medical Center Board Meeting

Date: June 24th, 2010 **Time:** 6:30 p.m.

Board Members Present: Tom Abbott, Darcey Judy, Tim Koeneman, Chris Savage and Administrator John Bringhurst

Board Members Absent: Zac Hays, Kris Kissinger, Jeanette Ness

Staff Members Attending: Leon Walsh – CFO, Jennifer Bryner, RN – Director of Nursing, Bobbi Scherrer – Office Manager, Stacey Thorsen – Compliance and Information Systems Supervisor, Dr. Craig Doser, Carol Doser – Administrative Assistant

Visitors: None

I. CALL TO ORDER: Board President Tom Abbott called the meeting to order at 6:30 p.m.

II. APPROVAL OF THE AGENDA: The agenda was approved as revised, adding “Clinic Update” under V. Board Comments; the “4th of July Booth” under “Old Business C – Community Fund Raising;” and the “Charity Box” under “X. Other Business, B.”

III. REVIEW OF THE MINUTES: The Board minutes from the meeting held on June 3rd and June 9th, were approved as presented.

IV. VISITORS COMMENTS. None.

V. BOARD COMMENTS.

A. Clinic Update. Mr. Bringhurst reported that Ms. Angela Menish, RN is serving as the Interim Clinic Manager, providing extra nursing hands and oversight in the front and back office. The two open positions in the front office have been hired. The Administrative Nurse position is still open. Communication with the community is underway with PSAs on the radio, a paid advertisement (contributed by the Pilot) in the newspaper, and Dr. Junge’s farewell letter to her patients. The staff seems pleased with our response.

VI. BOARD EDUCATION: None.

VII. OLD BUSINESS:

A. Clinic Expansion Update. Ms. Doser discussed the architect information that was distributed at the meeting and showed how it added space in various areas. Mr. Bringhurst walked the board through the changes made with the remodel. Larger poster boards are coming from the architect for the July 4th booth. Ms. Doser is putting the finishing touches on the required USDA information and has also been working on the Murdock Trust grant.

B. Update on EMR. Ms. Thorsen reported that she and Dr. Doser were busy building the platform for the EMR. Training is scheduled for staff, Dr. Bergren and the locums. The “go live” date is planned for July 13th. Board member Koeneman requested a demo on the EMR.

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C. Community Fund Raising. Ms. Doser reported the community fund raising letters went out today (June 24th). The 4th of July booth will have a poster board that is portable and will have the on-going donor list and thermometer showing how the fundraising is going. The Quilter's guild will make a "Donors Quilt" listing the donors for the clinic expansion. There will be drawings for a mammogram, adult exam, a well-child exam and a lipid panel give away drawing.

VIII. NEW BUSINESS:

A. Medical Staff Appointments / Reappointments. President Abbott moved the Board approve the appointment of Drs. Shepard and Okeke; the reappointment of Drs. Gard and Moxley; with the appointment of Dr. Garcia-Lorens pending until letters of recommendation are received and the file is complete. Vice President Hays seconded. Motion carried, four to zero.

IX. REPORTS:

A. Financial Report. Mr. Walsh reported on May 2010. Revenue was good for the month. Mr. Walsh continues to add extra to the contractual adjustments in anticipation for the Medicare Cost Report settlement.

B. Quality Improvement. Ms. Doser reported that QI has taken on Customer Complaints and will be having them go through the Committee. President Abbott reported on an anonymous letter given to him. Additional training on HIPAA for staff was encouraged.

C. Chief of Staff Report. Joint Conference Report was distributed. Dr. John Bergren was not at the Board meeting.

- **Dr. Junge's Last Day.** Dr. Junge's last day will be Monday, June 26th. The Board is invited to her farewell at Blind Slough on Sunday, June 25th at 2 p.m.
- **Nurse Overtime Law.** Ms. Bryner explained the new Nurse Overtime law and the extensive reporting requirements.

D. Administrator's Report. The Administrator's report was distributed at the Board meeting. Also noted:

- **Parking at the Clinic.** Mr. Bringhurst reported the new paving of the clinic parking area was completed and cost \$6300.

X. OTHER BUSINESS.

A. City Election. The board terms that will be open for election / re-election are: Tom Abbott, Zac Hays and Chris Savage (Board member Savage had been appointed). President Abbott and Board member Savage indicated they plan to run. Vice President Hays is undecided.

B. Charity Box. Board member Savage explained that the Charity Box building had received an assessment for property tax and the City was requesting assistance with the payment of the tax for the Charity Box. The board agreed that the hospital should pay this.

C. Agenda Item for Next Meeting. President Abbott would like to discuss the possibility of naming the Conference Room after Ms. Dorothy Ingle at the next regularly scheduled board meeting.

D. Next Board Meeting. The next board meeting will be held on Thursday, July 29th, at 6:30 p.m. in the conference room.

XI. Adjournment.

Respectfully,

Jeanette Ness, Board Secretary