

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

# *Petersburg Medical Center*

*PO Box 589*

*Petersburg, Alaska 99833*

*Phone: (907) 772-4291 | Fax: (907) 772-3085*



**Meeting:** Medical Center Board Meeting

**Date:** November 18<sup>th</sup>, 2010 **Time:** 6:30 p.m.

**Board Members Present:** Tom Abbott, Darcey Judy, Tim Koeneman, Chris Savage, Acting Administrator Leon Walsh and on speakerphone Administrator John Bringham

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

**Staff Members Attending:** Dr. Craig Doser – Chief of Staff, Carol Doser – Administrative Assistant, Stacey Thorsen, Compliance & Information System Services, Liz Bacom, Medical Technologist and Disaster Preparedness, and Stacey Dahl, RN

**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 presented.

**III. REVIEW OF THE MINUTES:** The Board minutes from the meeting held on October 28<sup>th</sup>, 2010 were approved as presented.

**IV. VISITORS COMMENTS.**

**A. Emergency Preparedness.** Ms. Liz Bacom, Medical Technologist and Emergency Preparedness Coordinator, reported on the Emergency Preparedness mock-up, equipment and training that is currently on-going for the facility.

**V. BOARD COMMENTS.**

**A. Mountain View Manor Meeting.** Board member Koeneman reported he attended an informal meeting on Mountain View Manor, their financial situation, potential re-structuring and possibly partnering with the Medical Center. There is no plan or fast track movement of a relationship or movement. President Abbott reported he believed a consultant should be considered to provide suggestions for the Manor. The Committee has been meeting since July and the minutes are available on the City website.

**VI. BOARD EDUCATION:**

**A. Compliance & Information Systems Supervisor.** Ms. Stacey Thorsen reported on the new position she assumed and the areas she will be over-seeing.

**VII. OLD BUSINESS:**

**A. Update on Clinic Remodel / Fund Raising.** Ms. Doser updated the Board on the current fund raising – the Clinic fund raising is up to \$28,500, which was raised through the mailing done to the community. Ms. Doser has 'mini-grant' applications out to Wells Fargo, First Bank, American Seafood, Icicle and GCI.

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The “Can Do” program – Ms. Stacey Dahl will be presenting on a program that will jointly work with the hospital on a fund raising project to combat childhood obesity. Ms. Dahl will be explaining that later on during the board meeting.

A Foundation Fund Raising dinner is tentatively planned for February 2011. Mr. Bringhurst is hoping for a community member to coordinate and assist with the dinner.

**B. “We Can” Program.** Ms. Stacey Dahl, RN, reported on the “We Can – Ways to Enhance Children’s Activity and Nutrition” program. Ms. Dahl explained that this is a community based program intended to educate parents of children 8 to 13 years old. She is working with the School Board and principals. The program is already created and would be done in four (4), 90 minute sessions. Ms. Dahl is working with Ms. Doser. She hopes to return to the board with a more in-depth report once grant and work items are received. The Board offered Ms. Dahl their support.

**C. Progress on Administrator Search.** President Abbot reported on the search committee meeting held Monday, November 15<sup>th</sup>. We have asked search firm candidates (BE Smith, Tyler & Company, Witt / Kieffer) to come for an on-site visit on Wednesday, December 8<sup>th</sup> in Petersburg.

## **VIII. NEW BUSINESS:**

**A. Report on State and Federal Surveys.** Ms. Bryner reported on the surveys conducted by the State and Federal agencies: Home Health, Life Safety and Long Term Care. The Home Health survey went well. The plan of correction called for additional physician review. The Life Safety dealt with a sprinkler check (missed but done right after the survey by the company), evacuation to certain unsprinklered sites in the disaster plan, and an old crib (not in use) that was found in the boiler room. All the areas of concern have been addressed. The Long Term Care survey showed: a resident’s \$56 in cash was held at the hospital and not placed in an interest-bearing account; the resident/family had not been explained the potential risk of psychotropic medications; and that an interdisciplinary team had not assessed the safe use of bed side-rail for one of the residents. All of the concerns have been addressed in a plan of correction faxed to the State. Ms. Bryner complimented her staff for an excellent job during the survey.

## **IX. REPORTS:**

**A. Financial Report.** Mr. Walsh reported on the financial statement dated October 31<sup>st</sup>, 2010. Inpatient revenues were down significantly, with zero swing-bed patients for the month. Mr. Walsh commented that inpatient is cyclical and should pick up. In October, all four physicians were on staff. The other direct down area should come down since locums will not be needed. Board member Savage asked how staffing is (was) done in nursing with a decrease in inpatients. Ms. Bryner explained that staffing had remain constant, with one nurse on acute (also handling the ER) and one nurse on long term care. Staffing is already minimal.

Mr. Walsh reported that the Medicare Cost Report is completed and will go in the mail tomorrow (Friday, November 19<sup>th</sup>). A settlement is due for \$224,000 with a check going out by November 30<sup>th</sup>. The good news is that for long term care, the PMC Medicaid reimbursement rate is going up to \$625 on July 1<sup>st</sup>, 2011.

**B. Quality Improvement.** Ms. Doser reported that the QI committee had met in November with Vice President Hays attend. The next meeting is December 9<sup>th</sup>.

**C. Chief of Staff Report / Joint Conference.** Dr. Doser’s Chief of Staff report was emailed to the Board and Administrator. (Dr. Doser was on call and had been called to the ER) The Board appreciated the reports thoroughness.

- o EMR. Board member Savage asked if the EMR issues were significant problems for the physicians. Mr. Bringhurst explained the lab interface is a big concern, and that most of the other items were on their list for fixing. The slowness of Healthland to fix problems has been a significant obstacle to correcting problems. Physician efficiency has been impacted in this conversion process as Dr. Doser points out and we will continue to focus on improvements.
- o Physician Workload Assessment. Board member Savage asked about the physician workload currently in the clinic. Mr. Bringhurst felt that the EMR, the chronic pain management program and a busy emergency room have added to amount of the time spent by the physicians. Board member Koeneman also noted Dr. Doser’s frustration with the Dragon Voice Recognition software that is adding time to his dictations.

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**D. Administrator's Report.** The Administrator's report was distributed in the board packet.

Also noted was:

- o Clinic Manager. The new Clinic Manager is on board – Lynn Porter. Her first day was Monday, November 15<sup>th</sup>.
- o ASHPIN. Mr. Bringhurst is in Anchorage assisting ASHPIN with the interviews for a new CEO. Historically PMC has received \$2.2 million in direct benefits over our eight-years of affiliation with the small hospital consortium.

**X. OTHER BUSINESS.**

**A. Next Board Meeting.** The next board meeting will be determined at a later date by polling board members to work around the Christmas holiday.

**B. Executive Session – Physician Compensation.** President Abbott moved that the Board go into Executive Session to discuss physician compensation. Board member Koeneman seconded. Motion carried four to zero.

The board came out of Executive Session at 9:15 p.m.

President Abbott moved that the Board direct the Administrator to negotiate new contract with Drs. Bergren and Doser. Board member Koeneman seconded. Motion carried four to zero.

**XI. Adjournment.**

Respectfully,

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Jeanette Ness, Board Secretary