

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:** April 28<sup>th</sup>, 2011      **Time:** 6:30 p.m.

**Board Members Present:** Tom Abbott, Jeanette Ness, Darcey Judy, Tim Koeneman, and Administrator John Bringhurst

**Board Members Absent:** Zac Hays, Kris Kissinger and Chris Savage

**Staff Members Attending:** Leon Walsh – CFO, Bobbi Scherrer – Business Office Manager, Stacey Thorsen – Compliance and Information Systems Specialist, Carol Doser – Administrative Assistant, Liz Bacom – MT(ASCP), RVT (ARDMS) and Emergency Preparedness, Tammy Strickland – Receptionist, Karen Malcom and Cindi Hiatt – Patient Financial Representatives

**Visitors:** Dr. Mark Tuccillo

**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 changed – adding under Old Business, E. Jensen Property Update.

**III. REVIEW OF THE MINUTES:** The Board minutes from the meeting held on March 24, 2011, were approved as presented.

**IV. VISITORS COMMENTS.** None.

**V. BOARD COMMENTS.**

**A. Kudos to Board Dodge Ball Team.**

Board member Ness thanked the Dodge Ball Team for their effort and support of the community event.

**VI. BOARD EDUCATION:** Ms. Bobbi Scherrer, Business Office Manager, explained some of the business office's recent accomplishments and their role in managing the revenue cycle from the moment of encounter to the time the bill is paid.

**VII. OLD BUSINESS:**

**A. Update on Clinic Expansion.** Mr. Bringhurst reported on the clinic remodel and the progress being made. The Phase III will begin next week when the new entry way will be used and the old door will be closed for good. Mr. Bringhurst invited the Board for a tour after the meeting.

**B. Medical Staff Bylaws.** The Board reviewed the Medical Staff Bylaws. A correction on page 8 will be given to Ms. Kvernvik. Board member Koeneman moved to approve the Medical Staff Bylaws of 2011. Board member Ness seconded. Motion carried, four to zero.

**C. Administrator Search.** President Abbott reported that Liz Woodyard had signed a contract to become the new administrator, with a start date in mid-July.

Dr. Mark Tuccillo arrived at the Board meeting.

**D. Physician Recruitment.** Mr. Bringhurst reported that a meeting has been scheduled for Monday, May 9<sup>th</sup> at 1 p.m. to look at where we are and see if we can make a decision as to a replacement for Dr. Doser. Dr. Mark Tuccillo requested to speak to the Board and answer any questions on the possible misconceptions of his availability.

**E. Update on Jensen Home.** Mr. Bringhurst reported that he had contacted Mark Jensen to get the price and condition of the home. Mr. Jensen is out of town and will call Mr. Bringhurst when he arrives back in Petersburg.

**VIII. NEW BUSINESS:** None.

**IX. REPORTS:**

**A. Financial Report.** Mr. Walsh reported on utilization of our facility. Noted was a significant decrease over the past three years in acute care patients. Most recently we have seen an increase in lab tests performed. Clinic visits continue to be down. Discussion proceeded. Mr. Walsh reported on the financial statement of March 2011. He noted an increase in write offs for bad debts and the continued overages in "other direct expense". Mr. Bringhurst discussed the upcoming budget for FY 2012 – PMC has a deficit of \$761,000 and there are two months to go. On top of that, a premium increase of \$300,000 for health insurance, salary increases that traditionally run about \$150,000, and other anticipated expenses that would make next year a difficult year.

**B. Quality Improvement.** Ms. Doser reported on the updating of the Code of Conduct and Substance Abuse Policies. On Monday, April 25<sup>th</sup>, a state of Alaska OSHA inspector visited PMC as a courtesy. Recommendations will be forthcoming. The next QA meeting will be on Thursday, May 12<sup>th</sup>.

**C. Chief of Staff Report / Joint Conference.** No report.

**D. Administrator's Report.** The Administrator's report was distributed in the Board packet. Also discussed:

- o **Dodge Ball Tournament.** The Medical Center and school raised \$1,400. This event went well and will become an annual tournament.
- o **O2 Generator.** PMC received grant money through the Denali Commission to purchase an O2 Generator. The generators for all five participating hospitals have had failures and a lack of service. The small hospital group got together and contacted the manufacturer to get results. Our machine is now running and the company is attempting to work us.
- o **Resource Committee.** The Resource Committee will be meeting (two meetings) the week of May 16<sup>th</sup>. With the future resignation of Vice President Hays, Ms. Newman was asked to email the Board and request volunteers for the committee.

**X. OTHER BUSINESS.**

**A. Next Board Meeting.** The next board meeting was scheduled for Thursday, May 26<sup>th</sup>, at 6:30 p.m. in the Dorothy Ingle Conference Room.

**XI. Adjournment.**

Respectfully submitted,

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Jeanette Ness, Board Secretary