



✚ SITKA COMMUNITY HOSPITAL

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Minutes: HOSPITAL BOARD MEETING
Regular Session: Thursday, March 24, 2016

Board Attendance: Bryan Bertacchi, Steve Gage, Mary Ann Hall, Mike Middleton and Connie Sipe.
David Lam absent

Staff & Others: Rob Allen, Steve Hartford, Wendy Fowler, Patrick Williams, Raine Clarke, Shannon Callahan, RN, Kay Turner, Tom Van Dawark, Dana Pitts, Leslie Fulton, Shelley Parks-Simpson, Charles Howlett and Amber Hulon.

1. **Convene/Roll Call:** Bryan Bertacchi, Sitka Community Hospital President called the meeting to order at 6:00 pm in the Sitka Community Hospital Classroom. Roll Call established four Board members in attendance.
2. **Correspondence/Agenda Changes:** Mr. Bertacchi asked to have 7.B. moved to 4.B. and to have Board Workshop added to Next month's agenda under New Business.
3. **Persons to be Heard:** Dana Pitts
4. **Guest Speakers:**
 - A. Charles Howlett – Emergency Operation Planning/Upcoming Drill. Mr. Howlett explained the plan for the upcoming drill and the rolls of the Incident Command.
 - B. Tom Van Dawark – Board Quality Governance. Mr. Van Dawark presented a PowerPoint presentation. Explaining the Rolls of the Board, Quality Performance, Patient Service, Staff Satisfaction and Financial Performance.
5. **Consent Agenda:** Items on the consent agenda were: (A) Approve the minutes of the regular session Hospital Board meeting of February 25th, 2016. **Motion made by Ms. Sipe to accept and amend the February minutes to reflect the conversation of the City and Borough of Sitka Ordinance No. 2016-07 and the request of the Board to the Assembly Liaison that the ordinance be amended to allow for a Board Vice President, seconded by Mr. Gage to accept the items on the consent agenda. Motion carried 4-0.**
6. **Unfinished Business:**
 - A. Totten Project – Steve Hartford presented and led the discussion regarding the advantages of a lease option. This information was requested by the Board at the previous SCH Board workshop in order to analyze and view projected revenue. Mr. Bertacchi proposed the he work with Mr. Hartford on a proposal to take to the May Sitka Community Hospital Board meeting it was a consensus of the Board that the administration return to the Board at its April meeting with a lease proposal for approval based on the parameters set by the Board discussion. Mr. Bertacchi asked if there were any comments from the audience. Shannon Callahan, RN spoke in favor as a citizen and staff member. Callahan stated that the Hospital is currently seeking Physicians and Physician Assistants that will need the space.

- B. SEARHC update – Rob Allen CEO reported that the discussions have been very positive and that both sides had agreed on language for a joint RFP to be issued to identify consultants who would serve as an impartial facilitator regarding the discussions between the parties. Dr. Golub explained that this process will take a very long time.

7. New Business:

- A. Board Workshop Planning - The Board agreed to a workshop on April 20th which will be facilitated by the Board Chairman and scheduled by Wendy Fowler. The purpose of the workshop is to work on a resolution to: define the roles and responsibilities of the board, review the bylaws for proposed changes, and to discuss how committees might result from those definitions.

8. Staff Reports:

- A. CEO/Administrative Team Report: Rob Allen, CEO reported. The CEO and Administrative Team Report are attached to the original of these minutes. Mr. Allen announced that Cynthia Brandt, Interim CFO has offered to have a financial work session within a couple of weeks. Rob suggested that Leslie and Steve meet regarding the Quality Plan. Mr. Allen announced that he would like to have Patient Centered Medical Home added to the agenda for the next board meeting. Cynthia Brandt is working on the final sign off of RFP for new Electronic Health Records. Demonstrations will begin on April 7th. There will be approximately 5-7 systems to choose from.
- B. Financial Report: Rob Allen, CEO reported. The financial report is attached to the original of these minutes. The report gave a monthly financial narrative for the month of February 2016. Mr. Allen gave the Board updates on the availability of the finance department for the upcoming few months. Note: The Financial report attached.
- C. LTC Administrator Report: included in the Board packet.
- D. Long Term Care Report: included in the Board packet.

9. Board & Liaison Reports:

- A. Medical Staff Report & Recommendations: No Report.
- B. Assembly Liaison Report: No report.
- C. Committees and Liaison Reports: No report.
- D. Board President's Report: No report.

10. Announcements: None.

11. Adjourn: Mr. Bertacchi declared the meeting adjourned at 9:00pm.

Minutes recorded and summarized by Wendy Fowler

APPROVED: _____

Board Secretary

Date: _____

4/27/16