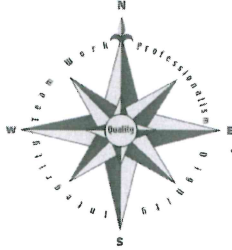


# Petersburg Medical Center

PO Box 589

Petersburg, Alaska 99833

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



**Meeting:** Medical Center Board Meeting

**Date:** May 25, 2023    **Time:** 5:00 p.m.

**Board Members Present:** Jerod Cook, Kim Simbahon, Jim Roberts, Marlene Cushing, Heather Conn, Joe Stratman, Cindi Lagoudakis

**Others (in person and via Zoom):** Bob Lynn, Scott Newman (Assembly members), many PMC staff, members of the media

- I.     **CALL TO ORDER:** Member Cook called the meeting to order at 5:00 pm.
  
- II.    **APPROVAL OF THE AGENDA:** Member Roberts made a motion to approve an amended agenda to include amendments to add CAH & LTC to committee reports section and to add under New Business an item to discuss resolution pertaining to banking and investment accounts. Motion seconded by Member Lagoudakis. Motion passed unanimously.
  
- III.   **APPROVAL OF BOARD MINUTES:** Member Stratman made a motion to approve the minutes from May 1, 2023, as presented. Motion seconded by Member Roberts. Motion passed unanimously.
  
- IV.    **VISITOR COMMENTS:** None
  
- V.     **BOARD MEMBER COMMENTS:** Member Cushing commented that the open house on the new building project went very smoothly and it was a great idea. She remarked it was well received by the public and very much a step in the right direction.
  
- VI.    **COMMITTEE REPORTS:**
  - A.   **Resource Committee:** Member Lagoudakis reported that the committee reviewed financials. Jason McCormick, CFO, was on site and provided an overview. He also held meetings and trainings with staff. Work continues on a financial improvement plan. Challenges remain with billing but positive progress has been made in several areas.
  - B.    Amended addition: CAH: Member Stratman attended yesterday's meeting, and summarized which staff reported out at the meeting.

- C. Amended addition: LTC: Member Cushing attended yesterday's meeting and summarized that various issues were reviewed, and steps are being taken to improve quality.

## VII. REPORTS:

- A. **Case Management/Swing Bed Management.** E. Hart provided a written report (see copy) and was available to answer questions. E. Hart offered further clarification on Member Cook's question regarding what the average stay has been. Member Stratman commented that it is great to see PMC working with other hospitals in the region and down south, and that PMC's skilled nursing provided by RN staffing is a good advantage for patients and PMC.
- B. **Chief of Staff.** Dr. Burt provided a written report (see copy) and was available to answer questions. She addressed Member Cushing's questions about AI Scribe and explained some of the advantages, which include efficiencies in charting and improved accuracy in capturing billing charges. In response to Member Cook's question about patient reassignments for previous patients of Dr. Tuccillo and Dr. Hyer, Dr. Burt provided details on the process and how the clinic is handling.
- C. **Clinic.** K. Zweifel provided a written report (see copy) and was available to answer questions.
- D. **Community Wellness.** J. Walker/K. Zweifel provided a written report (see copy) and were available to answer questions. J. Walker added that the date for the 2023 PMC Foundation Pedal/Paddle Battle is scheduled for July 29. She also added that PMC received a \$42K grant from AHHA for the BetterHelp employee support program and Kinder Skog summer expansion.
- E. **Dietary.** L. Wickersham / J. Ely provided a written report (see copy) and were available to answer questions. Member Cushing commented that at this month's Quality meeting, it was noted that patients have been very complimentary about the meals they have been served. E. Hart concurred that she has had comments from patients about the great quality of meals. Member Stratman asked for clarification on meal service, and J. Ely mentioned meals reflected are for outpatients, acute care and guest trays.
- F. **Quality & Infection Prevention.** The quality team (J. Bryner, P. Hofstetter, S. Romine) provided a written report (see copy) and were available to answer questions.
- G. **Executive Summary.** P. Hofstetter provided highlights from the written report (see copy) and was available to answer questions. He thanked Borough Manager Steve Giesbrecht for providing MVM space for the PMC adult day program in development. He added the Borough Planning Commission meets June 13 and will discuss the PMC application related to the site for the new building. He addressed questions from Member Lagoudakis related to census numbers. She also asked about updates related to meetings with Bartlett, and he explained that the two organizations are exploring common ground to realize efficiencies related to supply chain, contracting and sourcing materials and other potential savings from collaboration. Member Lagoudakis commented that she was impressed with the amount of people who attended the open house. She remarked that people had great questions and comments, and she was very impressed with the event, the turnout and the conversations that occurred.
- H. **Financial.** J. McCormick provided a financial management update (see copy) and was available to answer questions.

## VIII. UNFINISHED BUSINESS

### IX. NEW BUSINESS

**Amended addition:** Member Lagoudakis moved to make the motion that the resolution passed by the board on May 23, 2019 regarding investment accounts is hereby repealed and replaced with:

“Resolved

1. that the President, Vice President and Secretary of this Non-Incorporated Association (Association), are fully authorized and empowered to be signors on established investment accounts to transfer, endorse, sell, assign, set over and deliver any and all shares of stock, options, bonds, debentures, notes, evidences of indebtedness, or other securities (including short term sales) now or hereafter standing in the name of or owned by this Association, to purchase stock, bonds, debentures, notes, evidences of indebtedness and other securities, and to make, execute and deliver, any and all written instruments necessary or proper to effectuate the authority hereby conferred and that all such transactions require the authorization of two signors on the account for such transactions to be authorized. Administration, upon the separation of individuals from these positions as officers of the Association, shall be removed as signors on account and newly appointed officers by the board shall be added as signors on accounts.

2. The board appointed officers of President, Vice President and Secretary, the Chief Executive Officer (CEO) and up to two other executive officers as directed by the CEO shall be authorized as signors on bank accounts to sign checks, process ACH transactions and transfer funds between accounts within the bank accounts owned by the Association. ACH transactions shall require a minimum of two authorizations. At the CEO's direction, staff in accounting roles such as Controller, accountant and/or accounts payable clerk may be granted online access to banking and investment accounts to view transactions, print or download reports and stop checks. Administration is directed to remove and add board officers and executives as they separate from the organization or are appointed by the board or hired by the CEO.”

Seconded by: Member Stratman

Discussion: Clarification on standard process for stopping checks.

Roll call vote unanimously approved the motion.

- X. **EXECUTIVE SESSION** Member Cushing made a motion to enter Executive Session to consider medical staff appointments/reappointments, legal matters, and to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the hospital. Motion seconded by Member Simbahon. Motion passed unanimously. Board entered Executive Session at 6:05 pm.

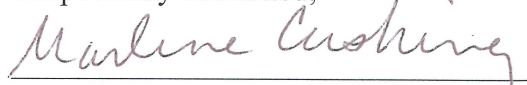
Member Roberts made a motion to come out of Executive Session. Motion seconded by Member Stratman. Motion passed unanimously. Board came out of Executive Session at 6:21 pm.

Member Cushing made a motion for appointments and reappoints of Jennifer Hyer, MD, Family Practice; John Raster, MD, ENT; Selina Burt, DO, Active Staff, to the medical staff. Motion seconded by Member Lagoudakis. Motion passed unanimously.

XI. NEXT MEETING The next regularly scheduled meeting is scheduled for June 29, 2023.

XII. ADJOURNMENT Member Roberts made a motion to adjourn. Motion was seconded by Member Stratman. Motion passed unanimously. The meeting adjourned at 6:22 pm.

Respectfully submitted,

  
Marlene Cushing, Board Secretary