

Minutes
Community Health Services Board
Library Conference Room
January 7, 2015 – 6:00 PM
Regular Meeting

I. CALL TO ORDER AND ROLL CALL –

Kristin Carpenter called the HSB special meeting to order at 6:00 pm.

Board members present: **Kristin Carpenter, David Reggiani, Tim Joyce (telephonically) and Hayley Hoover.**

A quorum was established.

CCMC staff present: Stephen Sundby, CEO; and Tiffany Varnadoe, CFO

II. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- **Guest Speakers** ~ None
- **Audience Comments** ~ None

III. CONFLICT OF INTEREST ~ None

IV. APPROVAL OF AGENDA

M/Reggiani S/Hoover "I move to approve the agenda."

Upon voice vote, motion passes 4-0.

V. APPROVAL OF CONSENT CALENDAR ~ None

VI. REPORTS AND CORRESPONDENCE

Administrator's Report

Stephen Sundby reported in **Staffing** that Dr. Blackadar will be starting March 2nd. I'm still talking with a physician in New Mexico, and also trying to connect back up with a Physician's Assistant that Dr. Blackadar knows. Dr. Bejes got ahold of me last week; he has contacted a couple of people at CCMC asking how things are going. I'll be calling him back tomorrow and we'll see what he's looking for, something as a Locum or more long term. We're still looking for Nurse's and for CNA's. As you all know we used to train CNA's, but we can't do that now because of our last survey.

Carpenter asked if there was a time limit. **Sundby** responded that the State gave us two years. What I'm hoping is that when they come back this year to do the Long Term Care survey that maybe we won't have to wait to whole two years. In the **Financials Sundby** updated the Board members that the last payment was made to Medicaid for \$107,000 a week and a half ago. So now the \$807,000 that we owed to Medicaid is all paid back. The **Employee Satisfaction** results will be shown to employees at the next All Staff meeting at the end of this month. At the next Health Service Board meeting we're hoping to have some aggregate data to present to you. Nothing new on the **CT scanner**, although were still working on the USDA to see if there is some money there. I've been talking with Randy about putting an RFP out so we can get the CT project started. We are still looking at ways to bring the cost down where possible. We're looking at getting the hardware in for the **Electronic Health Record** and Tiffany has started on the process of the software. It's becoming very labor intensive for her, but we are moving forward on that. Tiffany Varnadoe reported that we should be live by the beginning of May.

Reggiani ~ A question for our Administrator, we have an Action Item on our Agenda for Credentialing and Privileging, can you summarize and provide an overview of the review process and recommendation process of the Credentialing and Privileging before they get to our table?

Sundby ~ Yes, the provider fills out a whole packet and they send it back to Laura (Cloward) like Tim James used to do. They do the checks in all the different areas, I know they have a background check, a state background check, a license check to make sure there license is there and a reference check. And actually this one is a good example, because Dr. Dudley put a stipulation on this one that it's good through February 3rd because due to the holidays some of the reference checks didn't come back yet. I look over the packet, and Dr. Dudley looks over it and then everything that Laura Cloward looks through to make sure that we get all of that information.

Reggiani ~ Providence is managing CCMC right now, so Sean, why isn't Providence involved in the process?

Sean McCallister ~ It is an additional service that the Medical Center could purchase from Providence and certainly we've made that an option. But, as long as we feel that the risk level is at an acceptable level we're comfortable with the small hospitals doing it themselves. Among the Providence small hospitals, Valdez for the most part does it on their own, same with Kodiak. Seward has our Anchorage team doing their credentialing.

Reggiani ~ So it's your opinion that our existing management contract doesn't cover this?

McCallister ~ That's correct, not specifically that Providence will provide credentialing.

Reggiani ~ I don't mean the credentialing, I mean the review process.

McCallister ~ Stephen and I vet every candidate, every hire, and every provider that comes through the medical center there. It's primarily done locally and then in conjunction with CCMC's Medical Director, Dr. Dudley. So yes, Stephen and I do discuss and vet every person that comes through but it doesn't go through a Providence body or team.

Reggiani ~ So, the recommendation that's coming forward is coming from who the Acting Administrator?

McCallister ~ And the Medical Director, that's correct.

Reggiani ~ Ok, thank you.

Carpenter ~ Maybe at this point we could hear from Randy (Robertson and Sean)

Randy Robertson ~ Mr. McCallister and I met last Friday along with Holly Wells, Amy Limeres, Mike and Lisa with Providence were on the phone and the essence of it is that the existing contract is not being followed by either party. The Acting Administrator is already in the PERS system as the Executive Director of Sound Alternatives. If that umbrella can be extended within PERS that would capture and take the PERS issue out of the way. Amy seems to feel that the PERS Board probably wouldn't have a terrible time with that because the contribution is made. That takes us back to the original model of the first draft contract. Whether it goes that way or not, we're going to meet again in two weeks and I'll let Sean talk about what the Providence people want.

McCallister ~ Thank you Randy, I think Randy very clearly articulated what occurred and I think it was a very productive meeting. We really took to heart the feedback that we received at the December 17th City Council Meeting from Mr. Reggiani and other members of the community. We talked about some kind of hybrid solution and thinking outside the box. That's where the City attorneys are investigating and exploring the option of bifurcating Stephen's responsibilities and roles, one of the Executive Director of Sound Alternatives, the other being the hospital Administrator. Your (City) attorneys are currently working on that. On the Providence end, I'm working directly with Stephen this week and

next week to really clearly define what's going on and what we may need to do in the future. On the Providence end we're working on a draft agreement that would clearly define the contract moving forward. We really want to find a way to support Cordova to the extent that would satisfy all of you in the community and work for Providence. The existing agreement doesn't expire until the end of 2015, but all of the attorneys agree that we need to push for a solution within the next 4-6 weeks and that's the current status.

President's Report

Carpenter reported that

Finance Report ~ October Financials

Tiffany Varnadoe reported that **Patient Services Revenue** is below budget, swing beds are up, Long Term Care is down, and our Clinic visits are up. Outpatients are down a bit. **Cost Recoveries**, Grants were not brought forward from the prior fiscal year, I had to book it. **Expenses** are trending about the same, Wages will be dropping, and Agency Staff will increase. Taxes and Benefits are trending right along. **Professional Services**, I just wanted to point out that our Professional Other that we usually talk a good deal about. I just want to define 'other' that's our Audit, Cost Report, Collection Agency fees, Coding, Lab fees, Surveys and such. **Minor Equipment** is rather insignificant. **Supplies** came in less than budget, that's one place that we're doing some cost containment in our supplies. Food, this is an area that we've really focused in on trying to do some cost containment in. **Repair and Maintenance** is under budget, we went for a while without a Facilities Manager, and we now have one on staff. Our **Rent and Lease** is way over budget. **Utilities** are right on target. **Travel and Training** is right on target. Our **Facility Insurances** are about \$9,000 under budget. **Other Expenses** is kind of a catch all category covering Dues and Subscriptions, Licenses and Taxes, Bank Fees, Survey Fines, and any other service charges.

VII. ACTION ITEMS

A. Credentialing and Privileging of Dr Douglas Nicholson, D.O.

M/Hoover S/Joyce "I move to approve the Credentialing and Privileging of Dr. Douglas Nicholson, D.O."

Reggiani ~ I just want to follow up again with Sean, is there a recommendation from Providence on this one? You said earlier that this one had been vetted and I'm not sure what that means.

Sean McCallister ~ I have worked with Stephen. I've spoken with Dr. Nicholson twice and we've checked out everything in the process and I personally support him being credentialed and privileged at the hospital.

Sundby ~ I think Dr. Dudley put a stipulation to receive references within the next 30 days.

Reggiani ~ I'm not sure what that means recommending a year, but we don't have references and we need references within 30 days. But then what happens?

Sundby ~ If we weren't to get the appropriate references by February 3rd, we would have to find somebody else to cover because there were a couple of references that didn't come back because of the holidays.

Reggiani ~ My preference would be to wait for the thirty days and wait for the references.

McCallister ~ We do provisional in our other facilities, we try not to make a habit of it but it does happen especially in a case like this when we ran into the holidays. Or when we've scheduled somebody and they've backed out at the last minute.

Sundby ~ Under the Bylaws, when we have to get somebody in quick the Administrator can approve for 14 days and we've done that. That's what he's operating under right now. But if this doesn't go then after the 14 days is up he won't be allowed to practice, so we would have to quickly find someone else to fill in.

The Health Service Board continued discussions around the credentialing and privileging.

M/Reggiani S/Hoover "I move to refer the credentialing and privileging packet of Dr. Nicholson back to CCMC Staff."

Reggiani ~ I'd like to speak to the motion, I'm very uncomfortable being put into this position where I have to manage or even have an effect of managing the hospital and assuming or managing risk. If I'm sitting in this chair again I don't want to have these kinds of things come to this table when it's not properly vetted or references checked. That's why I made the motion to refer back to staff.

HSB has chosen Monday, January 12, 2015 at 12:00pm for a Special Meeting.

Motion passed 4-0

VIII. DISCUSSION ITEMS ~ None

IX. AUDIENCE PARTICIPATION ~ None

X. BOARD MEMBERS COMMENTS

Carpenter ~ We are going to be schedule a workshop for the community to weigh in about the management services and the relationship that we have with Providence and hear from folks that haven't chimed in so far. And then we'll be meeting on Monday for the Credentialing packets. And thank you to Tiffany.

Reggiani ~ As you know, I have resigned as Secretary, and I think you should have an election next meeting for the Secretary.

Hoover ~ No comment

Joyce ~ I don't know if the Board took action on that, maybe it should be an action on the next HSB Meeting.

XI. Executive Session ~ None

XII. ADJOURNMENT -

M/Reggiani S/Hoover Move to adjourn the meeting.

Carpenter declared the meeting adjourned at 7:00pm.

Transcribed by:

Faith Wheeler-Jeppson