

Minutes
Community Health Services Board
Library Conference Room
February 19, 2014 – 6:00 PM
Special Meeting

I. CALL TO ORDER AND ROLL CALL –

David Allison called the HSB special meeting to order at 6:00 pm. Board members present: **David Allison, Bret Bradford, E.J. Cheshier and Tim Joyce.**

A quorum was established.

CCMC staff present: **Theresa Carté**, CEO and **Stephen Sundby**, Director, Sound Alternatives and **Tim Kelly**, CFO.

II. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- **Guest Speakers** – None
- **Audience Comments** – None

III. CONFLICT OF INTEREST – None

IV. APPROVAL OF AGENDA

M/Joyce S/Bradford move to approve the agenda.

Upon voice vote, Motion passes 4-0.

V. APPROVAL OF CONSENT CALENDAR

M/Joyce S/Cheshier move to approve the minutes.

Minutes from January 15, 2014 Special Meeting

Upon voice vote, Motion passes 4-0.

VI. REPORTS AND CORRESPONDENCE

- **Administrator's Report –**

Theresa Carté reported on **Staffing** that CCMC has filled the following permanent positions Physical Therapy, Staff Accountant, Occupational Therapy Asst. and a Medical Lab Tech. At my last report we had 7 travelers and we now have 4 (reduced by 2 Nurses, 1 NP, 1 Lab Tech, 1 PT and we added 2 CNA's). The next **Employee Satisfaction Survey** will be held in October. Tim James has a team of volunteers who are working to create an action plan to make employee identified improvements. **Quality and Patient Safety**, we were unable to fill the role of Quality Improvement and Patient Safety Coordinator. We've put that role on hold while actively recruiting for a new Director of Nursing, that individual will have the option on filling that position based on their vision for the nursing department. Around the **Facility**, we've completed the renovations on a vacant, unused patient room. It is now ready for a resident or other patient use. The Ambulance bay door has been repaired. HVAC repairs are still underway. We've seen significant improvements in the air handling and room temperatures as a result of the work so far. We are moving forward with **CT Scanner** Task 200 with Spark Design as approved by the Health Services Board and City Council.

President's Report – None

Finance Report – Finance Report (Statistics and P&L Report) Full Year 2013

Tim Kelly – Calendar year 2012 and 2013 as you can see in Acute average daily is up and Swing bed is up. We've tried to talk some people that come in to the ER to go to the Clinic instead to save them a little money. Lab, X-ray test are down a little bit and Observations are down a little bit. Our total Outpatient visits over the last 5 years are continually going down, that may have something to do with the gradual population decline and/or Ilanka's Clinic. Our Net Operating Loss is at about 1/3 of what it usually is and that's indicative of the increase in Net Patient Service Revenue.

VII. ACTION ITEMS

A. Resolution of support for CT Scanner

M/Joyce S/Bradford "I move to approve the Resolution of the Health Services Board of the City of Cordova, Alaska, supporting the application to the Rasmuson Foundation for a Tier 2 grant for the purpose of implementing a CT Scanner at the Cordova Community Medical Center."

Upon voice vote, Motion passes 4-0.

B. Recredentialing and Privileging of Dr. Susan Beesley.

M/Joyce S/Bradford "I move to Recredential and Privilege Dr. Susan Beesley, Dr. Joseph DelZotto and Dr. David Pedigo."

Upon voice vote, Motion passes 4-0.

C. Recredentialing and Privileging of Dr. Joseph DelZotto. *See motion above*

D. Recredentialing and Privileging of Dr. David Pedigo. *See motion above*

VIII. DISCUSSION ITEMS

A. City of Cordova/PHSA Management Agreement

Sean McCallister reported that a matrix was developed that is the Annual Review of Providence-Cordova Management Agreement. The idea was to pull out all of the commitments, there were 19 total throughout the agreement. We went through and summarized, commented, put statuses on those and provided supporting documentation. You can see that there is a lot of green (completed work) and we've fulfilled the majority of the commitments. We have one or two that are yellow (in progress or partially complete). And one which is in red (incomplete) however I believe an Ordinance was passed that said that we did not need to complete that one necessarily. And the supporting documents are the Compliance document; there is a summary of the services that Providence has provided; Ordinance 1106 and an update on the 120 Day Plan.

B. Administrator Review * (Executive Session)

C. CCMC Financial Audit review ~ defer the Financial Audit discussion until the next Regular Meeting

IX. AUDIENCE PARTICIPATION - None

X. BOARD MEMBERS COMMENTS - None

XI. EXECUTIVE SESSION *

A. Administrator review

M/Joyce S/Bradford "I move to go into Executive Session for the subjects that tend to prejudice the reputation and character of any person, provided that the person may request a public discussion and that would be the evaluation of the hospital Administrator."

David Allison called the meeting back in Regular Session at 7:36pm

XII. ADJOURNMENT –

M/Joyce S/Bradford Move to adjourn the meeting.

Allison declared the meeting adjourned at 7:39pm.

Transcribed by: Faith Wheeler-Jeppson