

# Bartlett Regional Hospital

3260 Hospital Drive, Juneau, Alaska 99801 907.796.8900 [www.bartletthospital.org](http://www.bartletthospital.org)

## Board Compliance & Audit Committee Meeting

### Draft Minutes

August 19, 2022

**Called to order at 12:01 PM., by Board Compliance Committee Chair, Iola Young**

#### **Compliance Committee and Board Members:**

**Board Members:** \*Iola Young, Committee Chair; \*Brenda Knapp; \*Deborah Johnston, Kenny Solomon-Gross, Hal Geiger, Mark Johnson

**Staff/Other:** Nathan Overson, Compliance Officer; David Keith, CEO; Kim McDowell, CCO; Dallas Hargrave, HR Director; Bob Tyk, CFO; Nate Rumsey, Erin Hardin

**Board Compliance & Audit Committee Meeting Agenda Approval:** *Ms. Knapp made a MOTION to approve the Agenda for the Board Annual Compliance & Audit Committee as presented. Ms. Johnston seconded the motion, and hearing no objection, Ms. Young approved the meeting agenda without change.*

**Ms. Young asked if there any members of the public that would like to speak or give public comment. Hearing none, Ms. Young continued with the agenda.**

**Previous Board Compliance Meeting Minutes Approval:** *Ms. Johnston made a MOTION to approve the June 24<sup>th</sup>, 2022, Board Compliance and Audit Committee Meeting minutes as submitted. Ms. Knapp seconded the motion, and hearing no objection, Ms. Young approved the meeting minutes without change.*

#### **Committee Compliance Training:**

Mr. Overson gave an overview of the Hospital's Code of Conduct and how it is Bartlett's commitment to provide our services in compliance with all state and federal laws governing its operations and consistent with the highest standards of business and professional ethics. There was discussion from the Board about the attestation from staff. Mr. Overson explained that there is attestation to the Code of Conduct at new hire and onboarding for physicians, but the annual compliance training currently does not include an annual attestation. Part of the Compliance Department's education initiative is to add and track attestations for all employees and physicians annually.

#### **Compliance Officer Report:**

Mr. Overson reviewed new compliance dashboard and the data metrics with the Committee. Ms. Young asked for clarification on the "unit calculation" under "topic of concern" on the dashboard. Mr. Overson spoke to an identified issued concerning a National Drug Code (NDC) unit of measure calculation that was suspected of not calculating correctly out of the Electronic Medical Record (EMR), or possibly the pharmacy dictionary. Billing charges were not affected; however, action was taken to bring in a third-party expert to resolve the concern. The third-party expert is currently testing a solution and it is anticipated that they will have a fully implemented solution shortly.

**Compliance Initiatives Update:**

Mr. Rumsey, the newly hired Business Development Strategist, gave an update on the development of Service Line Committee's operational definitions and scope. He spoke to the goal of solidifying the overall process and the organization of the committee itself.

The Certificate of Need Request for Determination for the Emergency Room renovation/expansion has been submitted and we should hear back on the determination within 30 days.

The 340B Oversight Committee is approximately 90% complete with implementing recommendations from a 340B program review.

**Board Strategic Goals and Key Initiatives:**

The Committee discussed section 6 of the "Board Strategic Goals and Key Initiatives" document. Mr. Overson spoke to the excitement of having additional staff to help develop a more comprehensive education plan for the Hospital that would include department specific training on compliance risks and training metrics that could be measured.

**Next Training Topic:**

It was decided that the next training topic would be decided after the Board members, and the CEO, attend the upcoming governance training. The thought was that there may be a compliance topic that arises from governance training that could be used as a relevant training topic for this committee.

**Meeting Adjourned:** 11:56 PM

**Next Meeting:** November 18<sup>th</sup> Noon