

Bartlett Regional Hospital

Minutes
BOARD OF DIRECTORS MEETING
November 24, 2020 – 5:30 p.m.
Zoom videoconference

CALL TO ORDER – The Board of Director’s meeting was called to order at 5:37 p.m. by Lance Stevens, Board President

BOARD MEMBERS PRESENT

Lance Stevens, President	Rosemary Hagevig, Vice President	Brenda Knapp
Kenny Solomon-Gross – Secretary	Mark Johnson	Marshal Kendziorek
Iola Young	Deb Johnston	Lindy Jones, MD

ALSO PRESENT

Chuck Bill, CEO	Kevin Benson, CFO	Billy Gardner, COO
Bradley Grigg, CBHO	Dallas Hargrave, HR Director	Rose Lawhorne, CNO
Megan Costello, CLO	Joy Neyhart, DO, COS	Michelle Hale, CBJ Liaison
Anita Moffitt, Executive Assistant	Scott Chille, IT Director	Robert Palmer, Municipal Attorney
Mila Cosgrove, Deputy City Mgr.	Max Mertz, CPA	Wayne Stevens, United Way SEAK
Ursula Iha, Pharmacy Director	Debbie Kesselring, Director Medical Staff Services	
KRoseman (GenPub)		

APPROVAL OF THE AGENDA – Requests were made to discuss the CEO Recruitment Committee and CLO Replacement updates before the Board Education. **MOTION by Ms. Hagevig to approve the agenda as amended. Mr. Kendziorek seconded. Agenda approved as amended.**

CONSENT AGENDA - MOTION by Mr. Solomon-Gross to approve the consent agenda. Ms. Hagevig seconded. Consent agenda approved.

OLD BUSINESS:

CLO Replacement Update – Mr. Palmer reported that due to Ms. Costello’s resignation, an outside firm is to be hired to provide the bulk of the legal healthcare services for the hospital. This firm will likely be a firm that we have done a fair amount of business with in the past and would provide coverage at least through June. An evaluation will be conducted at that time to determine if a competitive solicitation is needed. Attorneys from the CBJ Law Department will be available to help BRH as needed, specifically Title 47 and other basic CBJ legal issues, basic contract work, guardianship and mental health/alcohol related issues. Sherri Layne has been rehired by CBJ and will begin work on November 30th. She has a lot of experience in those fields and will be a great asset. Mr. Bill stated that it makes a lot of sense for the organization to have experienced healthcare attorneys on retainer to allow us to use them when we need them. Internal controls would require everyone to go through Senior Leadership before engaging legal on issues. Mr. Stevens thanked Mr. Palmer for the update and thanked Ms. Costello for the work provided over the last couple of years. She has had a very positive impact on BRH.

NEW BUSINESS;

CEO Recruitment Committee – Mr. Stevens reported that Mr. Solomon - Gross is the Chair of the CEO Recruitment Committee. Mr. Solomon-Gross identified board members Mark Johnson and Rosemary Hagevig, community members

Max Mertz and Wayne Stevens and CBJ representative, Mila Cosgrave as the other committee members. The first committee meeting will be held next week, date and time to be determined. Mr. Stevens provided an overview of proposed changes to the timeline and CEO recruitment brochure to be used during the recruitment process.

MOTION by Ms. Hagevig to approve the proposed changes to the timeline and recruitment brochure to start us on our new CEO search for purposes of discussion. Ms. Knapp seconded. There being no objection, MOTION approved.

Ms. Hale expressed interest in participating in the CEO Recruitment Committee meetings. As these are public meetings, they are open to anyone. Mr. Solomon-Gross will work with Mr. Hargrave to determine a date for next week's meeting.

PUBLIC PARTICIPATION – None

BOARD EDUCATION: Cyber Security

Scott Chille introduced himself as the Director of Information Services (IS) and thanked the Board for the opportunity to educate them on the comprehensive cyber security program of BRH. He noted that healthcare has some of the most high value consumer information out there and is very lucrative on the black market. He identified the top threats to healthcare entities and noted that ransomware and malware are the two biggest areas of focus in our program. He then provided an in depth overview of the 7 layers of security of the *Defense-in Depth / Layered Security* program. The 7 layers are identified as Security Awareness Training, Network Security, Endpoint Security, Security Operations, End-User /Human Firewall, Security Risk Assessment HIPAA / HITECH and Incident Response. BRH is much better protected today than in the past. When benchmarked against peers in this industry as well as other industries, BRH does really well. Mr. Kendziorek thanked Mr. Chille for the vast improvements in security over the past couple of years. Mr. Solomon-Gross expressed surprise at the number of cyber-attacks noted in the presentation. Mr. Chille provided more detailed information about the types of attacks and how they are prevented. He did note that BRH has a great team that works well together in the IS Department. He reported that has partnered with Matt Scranton in CBJ's IS Department and Chris Murray at the Juneau School District to share information and navigate these waters together. Other resources are tapped into through InfraGard, the FBI's information sharing analysis center. He expressed confidence in the investment and progress BRH has made in cyber security. We are not breach proof but should be able to weather the storm without a widespread amount of damage should something happen. Dr. Neyhart and Mr. Bill thanked Mr. Chille and stated that Bartlett's security has never been as good as it is now. Brief discussion held about unsolicited email. Mr. Stevens and Ms. Hale thanked Mr. Chille for his presentation and hard work. She also thanked Mr. Bill for making security a priority.

Medical Staff Report – Dr. Neyhart noted the minutes from the November 3rd Medical Staff minutes were not yet available. She reported that the upcoming Planning Meeting had been discussed at the Medical Staff meeting and that she will have input to provide at tomorrow's 12:00 meeting. The medical Staff is very excited about getting testing capabilities here at the hospital.

COMMITTEE REPORTS:

Executive Committee Meeting – Minutes from the November 12th meeting are in the packet. Action was taken earlier this evening regarding the CEO recruitment.

Finance Committee Meeting – Draft minutes from the November 13th meeting are in the packet. Ms. Johnston reported that the Finance Committee spent a fair amount of time talking about the balance between internal and external funding. This is an ongoing discussion in conjunction with the Planning Committee. Also discussed was the changing requirements for use of CARES funding. There is a possibility that we may have to pay some of the CARES funding back if any of our spending doesn't qualify. Mr. Benson reported that the rules have changed again since the Finance meeting on the 13th. We have received \$13 Million in funds and it may be challenging to claim it all. Ms. Hale noted that CBJ is

very busy working at expending all of CBJ's CARES money. Finance Director Rogers is very clear that the costs have to be incurred by the end of the year and accounting can be fixed later. The Assembly is aware that they may need to cover some of the hospital's costs and CBJ Finance is working very closely with BRH to figure out how those costs should be allocated. In response to Mr. Stevens inquiry about how the CARES funding affects our cost report, Mr. Benson reported there is no real impact as CARES funding is excluded. Mr. Benson reported that we are very close in completing the Medicare cost report as well as the financial audit of the organization. We were able to apply for and was granted by CMS, a 60 day extension for filing the cost report due to COVID. We anticipate submitting it by the middle of December.

Planning Committee Meeting – Draft minutes from the November 17th meeting are in the packet. Mr. Kendziorek reported it was a very good meeting with lots going on. There is an ad hoc Planning meeting scheduled to take place tomorrow at noon to discuss strategic partnerships and what we would hope to get out of that. Everyone is encouraged to attend. He also suggests board members review a document on the Governance Institute's website about what COVID 19 has meant to affiliations and partnerships and to also look at table 4 of the ECG report in tomorrow's packet. This table talks about some of the chores we have ahead of us. We are still continuing work to prioritize the master projects list and identify funding. Due to the damage as a result of recent power outage, we have had to add a major project to the list that needs to get done sooner rather than later. He noted everything else is lined out in the minutes and again encouraged everyone to attend tomorrow's meeting. Ms. Hale initiated a conversation about insurance coverage for the damage incurred. AEL&P is collecting data about what impacts have been for their insurance. Ms. Costello reported that CBJ's risk manager has reached out to all CBJ directors asking for information regarding damage as a result of the power outage. A group claim will be submitted to the insurance for damages.

Board Quality Committee Meeting – Ms. Hagevig noted the comprehensive draft minutes of the November 18th meeting are in the packet. The committee did a deep dive into the various dashboards. A consensus of the committee is that in addition to initially introducing training programs at the Quality Committee level, they should also come to the full Board for training purposes.

MANAGEMENT REPORTS:

CLO report – No questions. Ms. Costello assured the Board that she is not going to leave a big mess with her departure. She has been working with Mr. Palmer to come up with a plan and a list of concerns. She feels that BRH is in a pretty good position as a result of several changes over the last couple of year. Mr. Palmer is going to help with litigation cases we currently have. She said BRH is a great organization with complex legal issues and the most exciting department to work for at CBJ. She really appreciates the time she had here. Mr. Bill expressed appreciation for Ms. Costello's participation in the hospital. She's been an incredible partner in getting done what we've need to get done and we wish her well in the future. Mr. Stevens expressed appreciation for her insights in the help she has provided to the Board and wishes her well.

HR report – Mr. Solomon-Gross thanked Mr. Hargrave for the Studer Leadership Development updates.

CNO report – No questions or comments

COO report – Mr. Gardner provided a verbal update. Schmolck Mechanical has won the bid for the OR ASU-11 and endo fan replacement. Greg Smith is working on the contracts now. The work on the PAS window in the Emergency Department waiting room will begin on November 30th and should be completed by December 29th. The metal framing and sheetrock have gone up, power outlets have been installed and flooring will be installed next in the molecular lab. The Roche 6800 will require an on-site inspection. Roche will have representatives on site on December 1st for the inspection. We expect to receive the Roche 6800 on December 14th. Two Roche employees will be on-site to help receive the 10 mobile crates this machine will be shipped in and to assist in setting it up. Gail Moorehead is working with a multi-disciplinary team to set up processes to make sure patient registration and routing of the results to clients will go smoothly. A soft start of employee testing and procedures only will take place in mid-January and will branch out after that. We had some heating issues in the ED screening/triage tent. These operations have been moved inside the hospital building until the temporary triage facility is set up. The skids for the temporary facility are in town, materials for flooring, windows, etc. are onsite. The T111 is being painted offsite before on-site construction of facility. Ms. Hagevig and Ms. Hale expressed appreciation for how quickly everything is being accomplished. This is very important not just to

BRH but the whole community. Mr. Bill gave kudos to CBJ and their willingness to work through their processes to expedite these projects and responding to COVID.

CBHO report – Mr. Grigg reported that he had met with Bridget Weiss and key staff of the school district to talk about the increase in the number of kids reporting to the ED. They will work together to develop a plan and provide targeted training and support for her staff, as well as community coaches and instructors working with kids in other areas. BRH continues to receive a lot of support from the State for Crisis Stabilization. We were officially awarded a \$350,000 capital grant from the Rasmuson Foundation last week and Premera has confirmed that they will be sending a \$1 Million check for the Crisis Stabilization Capital project. The Mental Health Trust wants to put BRH on their docket for Capital 2022 for another \$200,000 to go toward Crisis Stabilization. Staff has been hired for the Psychiatric Emergency Services (PES) program and are already serving families in the community. The next step is to work with other community partners to make sure that families have other options besides BOPS in which to obtain services. The State has awarded another \$35,000 to go towards this PES program bringing the total to \$1.2 Million this year. Discussion held about the Community Navigators' salaries and benefits and billing for their services. The PES is a newly developed program at BRH. State Epidemiology has requested the use of data compiled by BRH to track trends in other communities. There are several legislators pushing for mental health specific COVID dollars in the new session coming up in 2021. Mr. Bill reported that we are ahead of the curve in Juneau and have done a tremendous job of committing resources for the leadership that we've shown in the state. Being the poster child for the rest of the state is a tribute to Mark Johnson and the rest of the Board members that have pushed for the behavioral health component of our services. There is nowhere else in the country that has integrated behavioral health like we have. Dr. Neyhart echoed Mr. Bill and thanked Mr. Grigg, Administration and the Board for supporting mental health services for adults and children. Ms. Hale thanked Mr. Grigg for providing this amazing service for the community and communicating with the school district and the assembly regarding how they can help. Mr. Johnson expressed appreciation for all of the work and progress that has been made. He would like to see a write up of this program, lessons learned regarding what is working and what we can do better, and share it with other communities for developing their own programs. A discussion was held about the need for the Assembly's approval for acceptance of grant money.

CFO report – No questions or comments.

CEO REPORT – Mr. Bill reported that there are a number of initiatives going on at the ASHNHA level. They are very supportive of what we are doing locally. BRH is working on numerous levels of physician recruitment. He has reached out to all of the obvious partners that might be interested in what we are looking for in a partnership relationship. Providence/Swedish, Virginia Mason, Peace Health, SEARHC and the University of Washington have all expressed interest. This will be discussed further at tomorrow afternoon's ad-hoc Planning meeting previously referenced by Mr. Kendziorek. He also reported there are 3 COVID positive cases in house, one of them is here for a newly approved Bamlanivimab therapy for treating early stages of COVID. BRH had its first COVID positive OB patient deliver without incident. The baby is COVID negative, mom and baby have both been discharged. News from the nation is encouraging as far as availability of testing. Walmart's Walton family is investing in developing affordable home testing kits. Vaccines are due to come out next week. They will not be readily available to the public and we are working with the state and the feds with direction to how to apportion them. A survey of BRH employees revealed that about 50% of the employees are interested in getting vaccinated now, the rest either do not want it or want to wait until after the FDA has gone through their approval process. COVID cases are on the rise throughout the state. Mr. Solomon-Gross asked if we had a plan for critical patients unable to be shipped out of Juneau due to capacity limits at other facilities. Those patients will be taken care of here, however if we have more than 7 COVID positive people on high oxygen flows it will stress our limits. We have greatly increased the supply of oxygen we have on hand but increasing/replenishing our supplies is a critical issue. Ventilators only use about 1/3 of the oxygen that high flow therapies require. Discussion held about home services provided by CCFR community health advisors. Ms. Hale expressed concerns about the Thanksgiving holiday and asked what actions the assembly could be taking to prevent COVID numbers from increasing. Dr. Neyhart advises following all state directives regarding private businesses such as bars, restaurants and personal care. Mr. Bill encourages small group gatherings of family members in their immediate bubble only.

Mr. Johnson initiated conversation about using Rainforest Recovery Center to treat COVID patients if necessary. This would not require an in place disaster declaration. It would take a little bit of time to discharge the existing patients at RRC and to set up beds and equipment but is very accomplishable and we are ready to do so if necessary.

PRESIDENT REPORT – Mr. Stevens reminded everyone about the joint Assembly meeting scheduled for Monday, November 30th at 6:00pm. Agenda topics are: Desired/Characteristics/Experience for new CEO, BRH Partnership Process and Role of BRH in Public Health. Ms. Moffitt sent out invitations to that meeting earlier today.

BOARD CALENDAR – December calendar reviewed. There will be a CEO Recruitment Committee meeting added when a date has been determined. Mr. Solomon-Gross will work with Mr. Hargrave to lock in a date. No other additions or changes requested.

BOARD COMMENTS AND QUESTIONS – None

Executive Session – *Motion by Mr. Kendziorek to recess into executive session as written in the agenda to discuss several matters:*

- *Those which by law, municipal charter, or ordinance are required to be confidential or involve consideration of records that are not subject to public disclosure, specifically the credentialing report, Medical Staff Meeting minutes, and the patient safety dashboard.*

And

- *To discuss possible BRH litigation, specifically a candid discussion of the facts and litigation strategies with the BRH attorney. (Unnecessary staff and Medical Chief of staff are excused from this portion of the session.)*

Mr. Johnson seconded. The Board entered executive session at 7:34 p.m. and returned to regular session at 7:52 p.m.

Ms. Hagevig made a MOTION to approve the credentialing report as presented. Mr. Kendziorek seconded. Motion approved.

ADJOURNMENT – 7:53 p.m.