

Bartlett Regional Hospital

3260 Hospital Drive, Juneau, Alaska 99801 907.796.8900 www.bartlethospital.org

Planning Committee Meeting Minutes
February 4, 2022 – 12:00 p.m.
Zoom Videoconference

Called to order at 12:01 p.m., by Planning Committee Chair, Brenda Knapp.

PLANNING COMMITTEE* AND BOARD MEMBERS PRESENT: Brenda Knapp*, Lance Stevens*, Mark Johnson*, Deb Johnston, Hal Geiger, Iola Young, Kenny Solomon-Gross,

ALSO PRESENT: Jerel Humphrey, Karen Forrest, Kim McDowell, Marc Walker, Katie Koester, Jeanne Rynne, and Anita Moffitt

APPROVAL OF AGENDA - *Mr. Johnson made a MOTION to approve the agenda as written. Ms. Knapp seconded. There being no objections, agenda approved.*

PUBLIC PARTICIPATION – None

APPROVAL OF THE MINUTES – *Mr. Stevens made a MOTION to approve the minutes from the December 3, 2021 Planning Committee meeting. Mr. Johnson seconded. There being no objections, minutes approved.*

COVID STATUS – Ms. McDowell reported that we have no Covid patients in-house and 17 employees currently out with Covid. We try to follow the 10-day isolation plan for employees but the contingency and crisis plan allows staff to return to work on day 6 of infection if they are feeling well, have a negative antigen test and have consulted with infection prevention and their director. Staffing levels are currently ok. Demobilization of emergency workers provided by the state begins today. 2 will be leaving at the end of their shifts today and the last round are scheduled to depart in March. We are still actively recruiting for nursing positions. Alaska is hitting a plateau of positive cases and following national trends, should see cases begin to decrease. Numbers reported are not accurate as they don't take into consideration the large number of home tests not reported. The molecular lab processed 6,671 tests in January. PPE supplies remain adequate for now even though snow caused the collapse of the storage unit where supplies were stored. A request has been made to the state to get replacement supplies. In response to Ms. Knapp, Ms. McDowell acknowledged that there are aggressive recruitment efforts going on. We are trying to get creative and looking at all of our options to bring previous staff back. She is confident we will be able to handle the staffing needs by the time the emergency workers leave.

MASTER FACILITY PLAN AND TIMELINE – Mr. Walker raised a concern that the master facility plan has never been formally adopted. Mr. Stevens responded that because the plan has to evolve and grow, by adopting it, only the plans identified on the date of adoption would actually be approved and everything else would be an exception. He reported that elements of the master facility plan were adopted and this is a guiding document to get us to the various approvals that are needed. We're not saying that all of these projects are approved as of today. Mr. Johnson and Ms. Knapp agree. She stated the current process is workable and doesn't think it needs to be changed. Mr. Walker acknowledged that this makes sense and reported there will be some updates made to the timeline in the next few weeks. He noted that if the south parking entrance and garage is to remain a priority, we need to start defining what that looks like. In response to Mr. Johnson's query as to where the new entrance would be located, Mr. Walker responded that different options have been presented and it is yet to be decided. Ms. Knapp expressed the importance of having a second entrance to the hospital. In response to Mr. Johnson's question about how obtaining a certificate of need (CON) for the ED expansion would affect the timeline, Mr. Walker said we don't know yet. Mr. Solomon-Gross stated that the lawyers and architects are working on it and will see that it's taken care of should we need one.

CURRENT PROJECTS UPDATE – Mr. Walker reported that some projects on the enclosed projects update list are in the closeout phase and will soon be behind us. ASU-11/ Endoscopy Ventilation has run into a few hiccups again. As things were being balanced out, it started affecting other areas. The contractor will come back in and focus on the entire department and not just the area that was affected. Gutters and downspouts are being worked on as time allows for the RRC siding and window replacement project. The behavioral health facility project is moving ahead as weather permits. The notice to proceed for the campus door upgrades has been awarded and we are waiting to receive submittals from the contractor. Discussion held about the age of the buildings on campus.

BOPS / CRISIS STABILIZATION PROJECT UPDATE – The behavioral health field report in the packet reflects the current status of the behavioral health building project. Mr. Stevens asked if the concrete was able to be poured and the project kept on track. Ms. Rynne reported the vertical concrete has been completed. The next phase of concrete will be the slab at the lower level but is currently on a holding pattern due to snow. We hope to begin steel erection at the end of February.

ED EXPANSION PROJECT UPDATE - Ms. Rynne reported that there was a kickoff meeting with the design team, Architects Alaska, on January 7th. They and their consultants were on site January 18th – 20th meeting with various stakeholder groups impacted by the project. She then provided an overview of a bubble diagram from their draft, pre-design report received on February 1st. Staff is reviewing the diagram and we anticipate getting the final report in the next week or so. One thing that has grown as the result of meeting with staff, and was not well described in the RFP, is the need for renovation for existing space. (Spaces to be replaced in this expansion had been identified.) We anticipate getting a probable cost estimate and concept submittal on March 7th. Mr. Johnson initiated a conversation about the number of beds in the ED. The current bed count for the ED is 12. The five existing exam rooms are too small and are being replaced with right sized exam rooms. There will be one additional psychiatric holding room and one additional exam room added. This ED expansion will include areas for services currently provided in the triage modular. The airborne infection control room, some exam rooms and one of the trauma bays will have negative air and an anteroom to access these spaces. Mr. Walker noted this project is putting the entrance to the ED and the waiting area at the exterior of the facility so people don't have to go through the facility to get to the ED. This addresses some of the Covid driven concerns and allows two different paths coming through triage into the ED, one of those being a negative pressure triage space. Ms. Knapp expressed concern that people who may have a contagious illness would go through the waiting room before being isolated in an airborne infection control room. Ms. Rynne will consult with the architects to find out how that is being addressed and will provide an update. Mr. Solomon-Gross obtained confirmation that we are adding two exam rooms, not two beds. Exam rooms are not classified as beds. The certificate of need identifies 1,500 as the number of visits required per exam room and we will have to do the math to make sure we have the appropriate number to support those exam rooms. Mr. Johnson suggested the psychiatric bed as well as the triage room for infectious disease might qualify for exemption from the 1,500 visits regulation.

MARKETING STRATEGY UPDATE – Mr. Humphrey reported that Erin Hardin has been hired as the new marketing director. The two of them are closely reviewing the marketing efforts put forward to date. They will revise and build upon what had been put in front of the committee previously and will present a new plan at the next planning meeting.

Comments – Mr. Stevens confirmed the next meeting date will be held at 12:00pm on Friday, March 4th.

EXECUTIVE SESSION - *MOTION by Mr. Stevens, to recess into executive session as written in the agenda to discuss information presented that the immediate knowledge of which would clearly have an adverse effect upon the finances of BRH; that being a discussion about campus planning. Mr. Johnson seconded.* Committee entered executive session at 12:38 pm and returned to regular session at 12:49 pm.

Adjourned – 12:50 pm.