

# Bartlett Regional Hospital

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

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

**Called to order at 12:00 p.m., by Planning Committee Chair, Brenda Knapp.**

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

**ALSO PRESENT:** Jerel Humphrey, Karen Forrest, Kim McDowell, Dallas Hargrave, Marc Walker, 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. Johnson made a MOTION to approve the minutes from the February 4, 2022 Planning Committee meeting. Ms. Knapp seconded. There being no objections, minutes approved.***

**COVID STATUS –** Ms. McDowell reported we have no Covid patients in house, 8 Covid positive employees, seeing decreased numbers of Covid activity through the ED and overall numbers throughout CBJ decreasing. PPE, testing supplies and staffing are all stable at this time.

**MASTER FACILITY PLAN AND TIMELINE –** Mr. Walker reported that the plan and timeline, included in the packet, have been updated since our last meeting.

**CURRENT PROJECTS UPDATE –** Mr. Walker reported the current projects update list is included in the packet. He noted that the chiller replacement project was estimated to cost \$250,000. The lowest bid for the project came in at \$365,000. The contract is going to be awarded today. Mr. Stevens expressed concern that the bid is so much higher than our highest estimate. Ms. Rynne reported that this is a problem that has resulted in cancelation of several projects in town due to increased supply costs. There is a small chance to reduce some of these project costs but deductive change orders cannot be negotiated until after a bid is awarded. We have not yet exceeded budget for these projects. Funds for these projects come from deferred maintenance. We will be under by about \$117,000 out of \$6.9 Million if we move the CT/MRI replacement out of deferred maintenance. Mr. Stevens stated we need help from the city to obtain truer estimates so sound fiscal decisions can be made. Ms. Rynne agreed that if the engineer had given a 45 - 50% contingency, she would have questioned it. Ms. Knapp stated that we may need to allow ourselves higher built in contingencies since supply chains and material costs are not reliable. Mr. Solomon-Gross asked what the time frame is from when the engineer makes an estimate of the cost and when it goes out to bid. Preliminary estimates are done at initial planning of the projects, again at 65% completion in the design process and again at 95% completion. Typically, the engineer's estimates would fall in the middle of the bid range but that's not what we are seeing. We are going to have to keep an eye on this and be prepared as we move forward.

**BOPS / CRISIS STABILIZATION PROJECT UPDATE –** Ms. Rynne reported the field report in the packet reflects the status of the behavioral health building project as of last Thursday. The final concrete pour has been done and they've started erecting steel, a major milestone. The project is on schedule.

**ED EXPANSION PROJECT UPDATE** - Ms. Rynne reported the pre-design report is in the packet. She provided an overview of the project cost estimates from 2021 and 2022. The cost estimates for the plan included in the pre-design report was at \$11.2 Million for construction, total project cost of \$18.8 Million. This is significantly higher than what we started out with at the completion of the master planning phase. Construction had been estimated at \$7 Million, total project cost at \$11.3. We have been working with Architects Alaska and stakeholder groups to get program costs down. We have honed in on two options that fall within the \$10.2-10.5 Million range for construction, \$17.5 - 17.7 Million total project costs. We are very close to a final concept design that meets our needs. It now needs to be determined what an acceptable budget target is for this project. Mr. Stevens stated the financial aspect of this is a huge issue. We bonded \$12 Million for this project and are going to be short \$6 Million before we're out of the final design. If bids come back as we've seen, we won't even have half of this. Ms. Johnston stated this needs to go back to Finance Committee to discuss finance options. She then asked how the medical equipment got missed in the initial estimate. Ms. Rynne reported we did not have a good estimate for equipment costs in the first estimate. A thorough analysis will be done to determine what medical equipment actually needs to be replaced. The \$2 Million is a place holder and would cover costs if all equipment needed to be replaced. In response to Mr. Johnson's question about the status of the Certificate of Need (CON) application for this project, Mr. Humphrey reported that legal is working on it. Mr. Solomon-Gross stated that we're pretty deep into this project and doesn't think we can stop. Ms. Knapp stated that the ED expansion has been needed for a long time. She agreed this needs to go back to finance and that Jeff Rogers should be invited to the March 11<sup>th</sup> meeting to provide information about our options to help in our decision making. As a follow-up to Ms. Knapp's question at the February Planning Committee meeting, Ms. Rynne reported that controlling airborne illnesses by people coming into the ED will be handled like it is now. People that come into the ED presenting with symptoms that are respiratory in nature, receive a mask upon entry. If there is a high suspicion of contagion, the patient will be taken immediately into a treatment room for isolation from others in the waiting room.

**MARKETING STRATEGY UPDATE** – Mr. Humphrey reported that Marketing Director, Erin Hardin has started surveying and soliciting input from key stakeholders regarding a marketing reset. A survey will also be sent to board members for input. It is important for Bartlett to let the community know what the services are that Bartlett has to offer.

## **NEW BUSINESS**

**Hospital Parking and Excavation** – Ms. Rynne reported the draft memo from Rorie Watt, included in the packet, includes a sitemap for areas that could possibly be excavated for a future parking garage. These parcels are owned by CBJ and BRH. He suggests BRH might want to consider going into a planning phase to do a survey, geotechnical work and concept planning with a rough order of magnitude cost estimates as part of the deliverables, to add a future parking structure. Mr. Johnson expressed his support for an analysis since parking is an ongoing issue. Ms. Rynne reported that John Bohan recommends budgeting \$150,000 for this analysis. Mr. Stevens initiated discussion about the cost of the downtown parking structure. He stated that he would prefer to have the Gitkoff property surveyed if we have to choose just one. Mr. Geiger observed that the 2-acre piece of property is very steep and would be expensive and impractical to excavate. Mr. Solomon-Gross suggested it would make more sense to build a parking garage on the flat ground we currently own and use for parking, and build offices on top of that. Ms. Knapp agreed this would make sense and also supports an analysis of the Gitkoff property. Ms. Rynne stated the \$150,000 would cover looking at all three parking concepts. Mr. Johnson supports looking at all 3 options. Ms. Knapp suggested moving this to the Finance Committee for further discussion. Mr. Stevens expressed support of a study so we will know what we can do to maximize the use of the land that we already own. **MOTION by Mr. Johnson for the finance committee to look at the three options for land utilization, including parking, and to identify resources with which to proceed with such a study. Ms. Knapp seconded. There being no objection, MOTION approved.**

**Bartlett Surgery and Specialty Clinic (BSSC) Relocation** – Mr. Humphrey reported that the BSSC is going to have to vacate its current location since SEARHC has purchased the building. The lease is up December 2022. He has a meeting scheduled with Charles Clement, CEO of SEARHC next week to discuss extending the lease. He noted the second floor of the Crisis Stabilization Center was to be used as a temporary location for the BSSC but it will not be available before the lease is up. He also reported that Karen Forrest, Interim Chief Behavioral Health Officer, has been working on expanding

behavioral health services. Moving the BSSC to the second floor of this building was to be a temporary solution until a permanent location could be found. He identified property located at 3017 Clinton Drive (Rejuvenation Salon and Spa location in Vintage Park) as a possible relocation option for the BSSC and their billing staff. Moving the BSSC to this location would allow behavioral health to use the second floor of the Crisis Stabilization building to expand their services. Mr. Johnson observed that Dr. Huffer, the new urologist, is located in Vintage Park. Mr. Geiger, referencing a document in the packet, commented that when communicating with the board, make sure the author of the document is included as well as who the document is addressed to. In response to Mr. Stevens, Mr. Humphrey stated the proposed location would be a leased space with an option to purchase in the future and the lease would be cheaper than what we currently pay. He will supply specifics about the proposed location as well as Mr. Clement's response regarding extending BSSC's current lease when they become available.

**Crisis Stabilization Center, Floor 2 Proposal** – Ms. Forrest reported the behavioral health department would like to utilize the second floor of the Crisis Stabilization Center building for expansion of outpatient psychiatry and ABA (Applied Behavioral Analysis) services and for crisis navigators space. There has been tremendous growth in outpatient services provided, 33% in the last year and still growing. Services to children through ABA, are currently maxed out to 18 children and have 70 kids on the wait list. These services could easily expand into the second floor. When this building was designed, the long term goal was to have the entire building used for behavioral health services after it is no longer needed as transition space. It would be great to be able to do that when it first opens. She is seeking feedback and approval from the board to move ahead with obtaining cost estimates for minimal design changes to better meet our needs. Mr. Johnson expressed his support and initiated discussion about how many more children would benefit from these expanded services. Ms. Forrest anticipates the need for behavioral health services to continue to grow. Mr. Stevens initiated discussion about the best use of this limited space. Mr. Johnson initiated discussion about the crisis response system in our community. Ms. Knapp thanked Ms. Forrest for sharing her in depth knowledge of the system and for development of these behavioral health programs. She then stated that we need to determine where the BSSC will go before a determination is made about moving ahead with this plan. Mr. Humphrey will speak to SEARCH about extending the current lease for BSSC and further investigate the proposed relocation space. Findings will be brought back to the Planning Committee for review. Ms. Forrest will meet with her team again to ensure plans are mapped out in a way to best meet the needs for expansion of BOPS and ABA services. Mr. Stevens and Mr. Johnson support moving ahead with getting cost and revenue estimates for this proposal. Ms. Knapp gave the go ahead to proceed with getting these estimates and bringing them back to the Planning Committee for review. Ms. Forrest noted that time is of the essence since materials are already being ordered and we don't want to order anything we don't need. She expressed appreciation of the committee's support.

**Strategic Goal Initiatives** – Ms. Knapp stated the strategic goal initiatives included in the packet are the result of the work done at the strategic planning meeting. She will work with Mr. Solomon-Gross to identify which of the projects assigned to Planning Committee should be worked on first. Staff is going to need to bring information and recommendations related to the initiatives. Mr. Solomon-Gross would like the board's input as to how to prioritize them. Mr. Johnson initiated discussion about a compliance review of new service lines. Strategic goal initiatives will be put on next month's agenda for further discussion and prioritization.

**Comments** – Mr. Johnson will be in Mexico and may not be able to participate at the April 1<sup>st</sup> meeting. Mr. Solomon-Gross will also be out of town and possibly unable to participate. Ms. Knapp thanked everyone for participating in today's meeting.

**Next Meeting** – 12:00 pm Friday, April 1, 2022

**Adjourned** – 1:20 pm.