



**Petersburg Borough
Petersburg Medical Center**

12 South Nordic Drive
Petersburg, AK 99833

**Meeting Minutes
Hospital Board
Regular Meeting**



Thursday, October 26, 2023

5:30 PM

Assembly Chambers

1. Call to Order

Member Cook called the meeting to order at 5:30 pm.

2. Approval of the Agenda

A motion was made to amend the agenda to include "election of officers" as item "D" under New Business and approve the agenda as amended.

Motion made by Board Member Cushing, Seconded by Board Member Simbahon.

Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman, Board Member Hasbrouck

3. Approval of Board Minutes

A. Approval of minutes for the September 28, 2023, board meeting.

A motion was made to approve the minutes for the September 28, 2023 with a correction made for a name misspelling.

Motion made by Board Member Stratman, Seconded by Board Member Conn.

Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman, Board Member Hasbrouck

4. Visitor Comments

A. Communications received

Two items were received and included in the board packet at time of distribution.

Community members shared their comments:

Community member Jordan Stafford advocated for Kinder Skog and what a great program it is. Her children spent time in program, and kids learn lifelong skills and benefits and encouraged the board to continue their support.

Community member Glorianne Wollen shared her family's roll in the community and in the hospital community, and voiced her support and thanks for PMC support of Kinder Skog program and the continued relationships between hospital, borough and school.

Community member, Molly Taiber, voiced her support for the Kinder Skog program.

Community member Sarah Holmgrain voiced her support for keeping Kinder Skog under the umbrella of PMC, and voiced her support for the program. She appreciates the safe, supervised environment it provides, as well as the mental wellness and physical wellness opportunities for children.

5. Board Member Comments

Member Stratman thanked outgoing board member Jim Roberts for his service on the board and his commitment for maintaining quality healthcare in Petersburg.

Member Cushing shared a community member's request to avoid using acronyms at board meetings for better understanding and clarity.

Member Cook welcomed new board member Mika Hasbrouck to the board and her first meeting.

6. Committee Reports

A. Resource Committee

Member Conn reported that the Resource Committee met Tuesday. The committee reviewed investment accounts and financials, and she shared that the \$20M Treasury Grant has been awarded to PMC.

B. LTC Committee

Member Cushing attended this month's meeting. The committee reviewed the list of action items and discussed status and plan. She shared that the solarium has been repaired and is once again in use.

C. Community Engagement Committee

Member Cushing shared that the committee met this month and discussed steps PMC has already taken related to community engagement, including having board meetings broadcast on the radio. She encouraged members of the public to call in on the monthly KFSK PMC Live. She shared that board members welcome the opportunity to hear from community members. Member Cushing will be placing comment boxes around town for community members to share their input, questions and concerns. This will begin at Saturday's Oktoberfest. Member Cushing will monitor and maintain the boxes and collect submissions.

7. Reports

A. Chief of Staff

Dr. Hulebak provided a written report and was available to answer questions.

Member Stratman asked about status of recruiting for Dr. Hyer's position. Dr. Hulebak shared that the position is open and they are hoping to find someone to fill in for about 18 months. The dermatologist was here and saw close to 75 patients in 3 days. Dr. Garrison and Kelly Gebler were well received for colonoscopies. Member Conn asked about the wait list for dermatology. The original wait list was 120 referrals, and 75 of those have been seen. PMC would like to host a dermatology clinic at least twice a year, with quarterly clinics preferred based on availability of provider.

B. Clinic

K. Zweifel provided a written report and was available to answer questions.

C. Community Wellness

J. Walker provided a written report and was available to answer questions.

Member Conn asked for more information about Kinder Skog scholarships and waitlist. J. Walker shared that scholarships were available based on funds raised through fundraising. More information on the waitlist and program will be covered later in the meeting. Member Cushing expressed she was pleased to see that PMC held a suicide prevention workshop at the high school.

D. Dietary

J. Ely provided a written report and was available to answer questions.

E. Home Health

K. Testoni provided a written report and was available later in the meeting to answer questions.

F. Quality & Infection Prevention

S. Romine/J. Bryner provided a written report. J. Bryner was available to answer questions.

G. Executive Summary

P. Hofstetter provided a written report and was available to answer questions. He provided additional information including:

Approval from Department of Treasury on \$20M for WERC building. More will be shared on that later in the meeting from the project manager, and architect and design firm.

The solarium project repair was completed.

PMC received an excellence award for nursing home care at the annual AHHA conference.

He welcomed new board member Mika Hasbrouck to the board.

The psychiatrist also just started this week.

CEO office hours started this month, and he is looking forward to continuing that going forward.

He is very excited about getting specialty clinics and new clinics into Petersburg. He commended the nursing team for their work in getting those going, including colonoscopy, dermatology; and he met with a potential orthopedic specialist.

H. Financial

J. McCormick provided a written report and was available to answer questions. He provided additional information including:

Currently, patient volumes are up and a few departments are down. For the first quarter of the year, PMC is above budget with a chargemaster update in the works. PMC is currently operating at break even. While cash flow is tight, a \$220K FEMA grant is pending and a potential 24% rebase adjustment is in the works. Unfortunately, the State denied the exceptional relief request. The annual audit is almost completed, with two items to follow up on before it is finalized.

8. Old Business

9. New Business

A. PMC Youth Programs Kinder Skog Update

PMC staff members Julie Walker, Katie Holmlund and Kelly Zweifel provided an update on the Kinder Skog program. The team shared the following milestones:

The board approved a motion in support of local needs of a childcare program in spring 2022.

In July 2022, the program transitioned to PMC with no gap in services.

To expand capacity, the state advised changing the licensing to legally exempt program, which allows PMC more flexibility and greater ability to serve more children.

An advisory committee was formed, including a board member representative who serves on that committee.

33% of kids served are children of PMC employees, which is an increase over last year.

Enrollment was 34 participants, with an enrollment of 123 in the summer. Fall enrollment is 39, with 59 children on the waitlist.

The program has greatly helped staff employees with access to childcare, which helps with staff retainment.

PMC is identified as a leader across the state with this program.

A community impact survey is being done and results will be reviewed at the next advisory meeting.

- B. Jay Farmwald, PMC project manager, and Roy Rountree, Bettisworth North, provided an update. Highlights included:

The approval of the \$20M treasury grant is a significant milestone.

Today, HRSA gave the green light to begin site work. A notice to proceed was issued to the contractor for this site work. This phase is for earthwork only, and will be performed by Rock N Road Construction of Petersburg.

- C. Treasury CCPF Grant

Background: The Department of the Treasury has approved a \$20 million grant to the State of Alaska for the Wellness, Education & Resource Center (WERC) portion of the new medical center project. The State will issue a \$20M subaward to PMC, all of which must be used in support of the planning, design, construction and fit-out of the WERC building.

Action Required: Execute Award and Authorization To Expend Funds

By motion, the Petersburg Medical Center Board of Directors authorizes the CEO to finalize the CCPF grant agreement with the State, and expend these funds for the planning, design, construction and fit-out of the Wellness, Education & Resource Center building.

Motion made by Board Member Conn, Seconded by Board Member Stratman.

Roll call vote:

Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman

Voting Nay: Board Member Hasbrouck

10. Executive Session

- A. Executive Session

By motion, the Board will enter into Executive Session to consider medical staff appointments/reappointments.

Motion made by Board Member Stratman, Seconded by Board Member Conn.

Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman, Board Member Hasbrouck

The board came out of executive session and appointed/reappointed to medical staff:
Medical Staff Reappointment: David Tsai, MD – Radiology; Medical Staff Appointment: John Tarim, MD – Psychiatry.

11. Next Meeting

The next regularly scheduled meeting was set for Thursday, December 7, 2023 at 5:30 pm.

12. Adjournment: The meeting was adjourned.