



**Petersburg Borough  
Petersburg Medical Center**

12 South Nordic Drive  
Petersburg, AK 99833

**Meeting Minutes  
Hospital Board  
Regular Meeting**



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Thursday, July 25, 2024

5:30 PM

Assembly Chambers

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**1. Call to Order/Roll Call**

A. Call to Order

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

B. Roll Call

Member Cook conducted roll call.

PRESENT

Chairman Jerod Cook  
Board Member Marlene Cushing  
Board Member Cindi Lagoudakis  
Board Member Kimberley Simbahon  
Board Member Mika Hasbrouck

ABSENT

Board Member Heather Conn  
Board Member Joe Stratman

**2. Approval of the Agenda**

A Board member motioned for approval of the agenda and was seconded, all voting Yea.

**3. Approval of Board Minutes**

A Board member motioned for approval of minutes for the June 27, 2024, board meeting. The motion was seconded, all voting Yea.

**4. Visitor Comments**

None.

**5. Board Member Comments**

Board member Cushing encouraged participation in the Paddle/Pedal Battle on 7/27 to raise funds for high school scholarships and staff continuing education.

## 6. Committee Reports

### A. Resource

Board Member Lagoudakis attended and provided highlights from the meeting. They are in the middle of the audit process and discussed some home health strategies and ideas. Member Lagoudakis also noted Member Cook recommended planning session related to options for moving forward to secure financing for new facility and alternative plans if needed. She also commented that clinic and lab patient numbers increased due to traveling specialists visiting PMC.

### B. Critical Access Hospital

Board Member Stratman attended the meeting and Chairman Cook provided highlights from his emailed report. The CEO reported on recent incident reports, the action item list was reviewed, as well as reports from primary care, case management, skilled nursing/swing bed, rehabilitation, facilities, radiology, laboratory and wellness departments.

### C. Long-Term Care

Board Member Cushing attended and reports that the action items were discussed, what items have made progress, and what is still being worked on. She also reports that LTC had a lovely picnic today with almost 50 people in attendance at Sandy Beach.

## 7. Reports

### A. Home Health

L. Holder provided a written report.

### B. Imaging

S. Paul provided a written report. Member Cushing remarked that it is great that the new mammography equipment is providing more accurate procedures and saving some patients from traveling out of town when their results are in question.

### C. Lab

V. Shimek provided a written report. Member Cook asks Violet about the difficulty in keeping the temperature steady in the lab with the hot days, he questioned whether this challenge is sustainable or would need to be addressed before the new facility might be available. Violet reports that Wolf has been performing a balancing act in keeping the lab cool without freezing out the other nearby departments. Violet comments that a new facility would be much easier to control. Member Cook asks Wolf if this temperature regulation is sustainable even if a new facility is 5-6 years in the future. Wolf provides details of the issue and reports sustainability of the temperature is difficult, but possible and that this particular problem is low on the priority list of systems that need to be addressed. Phil reports that representatives from Arcadis are in attendance and recently did a facility tour. He encourages the

board to listen to their comments and ask them the same questions when their reporting time comes up.

D. Long Term Care

H. Boggs provided a written report. Member Lagoudakis comments that she agrees with Member Cushing in that they did a great job with the LTC picnic at Sandy Beach. Member Cook asks Wolf about the supplemental oxygen availability in the long-term care unit to see if this needs a plan to address soon. Wolf reports that it is an issue, but would require tearing down walls and building them back to code to fix. He reports that the new high flow oxygen machine requires more input that can be produced creating large issues. He says there is not room to expand on this nor would it be affordable in the current facility.

E. Patient Financial Services

C. Lantiegne provided a written report.

F. New Facility

Arcadis provided a written report. Phil introduces Justin Wetzel and Mike Kruse from Arcadis. Justin Wetzel, project manager provides a verbal report to the board. He reports that WERC building project is going well with details and probably ahead of schedule. He commends Rock N Road and Dawson on the site preparation and efficiency of their work. The WERC building quality control and quality assurance inspections are passing with 'flying colors.' Objective is to get the building 'dried in' before seasonal weather changes happen. He reports that there is a small surplus on the budget for the project. No questions offered from the board.

Phil asks for Justin's thoughts and observations on the PMC facility plant tour. Justin comments that "to summarize, Number one, I am amazed that a lot of that facility is still operational." He adds that most of the mechanical units appear to be in 'critical condition' and failure of the current sewer lines could cause a shutdown of parts of the facility. No questions offered by the board.

Phil invites Mike Kruse, area operations leader for Arcadis to speak. He identifies some "critical points of failure" and concerns with current infrastructure that he witnessed on the facility tour today. He identifies the cast iron sewer pipe, current generator load at 100%, HVAC system and boiler level of functioning as very concerning. He names the sewer line as a 'single point of failure' that could cause a facility shut down.

Member Cook asks Wolf if there is a backup person that is knowledgeable in running the systems that are being manually controlled. Wolf identifies employee Skip H. as having the ability to operate the control system that runs some of the heating and cooling.

G. Quality & Infection Prevention

S. Romine provided a written report.

H. Executive Summary

P. Hofstetter provided a written report. Phil provides highlights from his written report, including the upcoming visit by Mary Peltola on August 10th, scheduling of tours at the

new building site are available to board members, staff and the community. Tours are also available to see the current PMC facility by tour. The Paddle/Pedal Battle is this Saturday, a PMC Foundation fundraiser for scholarships and staff education. ACA came to Kinder Skog to evaluate the program for accreditation. Inpatient unit has been very busy with the highest admission numbers in 2 years in such a short time frame.

I. Financial & FY24 End of year review

J. McCormick provided a written report. Jason provides some highlights from his written report on PMC's year-end financial performance. These highlights include that an audit is scheduled for the last week in September and the first week in October. He anticipates a repayment on the Medicare cost report due to patient volumes. Total expenses have come in under budget for the year. He reports plans to move revenue cycle, billing, and collection operations from an outsourced vendor company to increase control over operations and move timeliness of billing collections down to industry standards.

**8. Old Business**

**None.**

**9. New Business**

**None.**

**10. Next Meeting August 22, 2024**

**11. Executive Session**

A. Executive Session

By motion, the Board will enter into Executive Session to consider medical staff appointments/reappointments and conduct the CEO annual evaluation.

Motion made by Board Member Cushing, Seconded by Board Member Simbahon. Voting Yea: Board Member Mika Hasbrouck, Chairman Jerod Cook, Board Member Cindi Lagoudakis

Reconvened after executive session:

Board Member Cushing motioned that Joseph H. Roth, MD be appointed to the medical staff in addition to the following reappointments:

John P. Dohrman, MD – Radiology  
Brandon Roller, MD – Radiology  
Riley E. Bennett-Vockner, PA-C  
Mark Tuccillo, DO

The motion was seconded, all voting Yea.

## 12. Adjournment