



**Petersburg Borough**  
**Petersburg Medical Center**

12 South Nordic Drive  
Petersburg, AK 99833

**Meeting Agenda**  
**Hospital Board**  
**Regular Meeting**



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Thursday, September 28, 2023

5:30 PM

Assembly Chambers

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Join Zoom Meeting

<https://us06web.zoom.us/j/86207308959?pwd=a1lPTXhwd2pXVIIONE5FTlBpSmhJdz09>

Meeting ID: 862 0730 8959

Passcode: 433699

- 1. Call to Order**
- 2. Approval of the Agenda**
- 3. Approval of Board Minutes**
  - A.** Approval of minutes for the August 24, 2023, board meeting.
- 4. Visitor Comments**
- 5. Board Member Comments**
- 6. Committee Reports**
  - A.** Resource Committee
  - B.** CAH Committee
  - C.** LTC Committee
- 7. Reports**
  - A.** Pharmacy
    - E. Kubo provided a written report.
  - B.** Rehab Department
    - K. DuRoss provided a written report.
  - C.** Plant Maintenance
    - W. Brooks provided a written report.
  - D.** Environmental Services
    - G. Edfelt provided a written report.

**E.** Activities

A. Neidiffer provided a written report.

**F.** Quality & Infection Prevention

S. Romine / J. Bryner provided a written report.

**G.** Executive Summary

P. Hofstetter provided a written report.

**H.** Financial

J. McCormick provided a written report.

**8. Old Business**

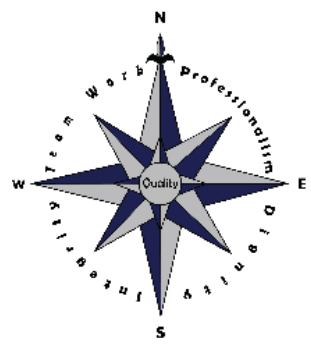
**9. New Business**

**10. Executive Session**

A. By motion, the Board will enter into Executive Session to consider medical staff appointments/reappointments, legal matters, and to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the hospital.

**11. Next Meeting**

**12. Adjournment**



**Petersburg Borough  
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**Meeting Agenda  
Hospital Board  
Regular Meeting**



**Thursday, August 24, 2023** **5:30 PM** **Assembly Chambers**

**1. Call to Order**

**2. Approval of the Agenda**

The agenda was approved.

Motion made by Cushing, Seconded by Roberts.

Voting Yea: Cook, Conn, Cushing, Lagoudakis, Roberts, Simbahon

**3. Approval of Board Minutes**

The July 27, 2023 board meeting minutes were approved with the correction of Member Lagoudakis' name on the first page.

Motion made by Lagoudakis, Seconded by Roberts.

Voting Yea: Cook, Conn, Cushing, Lagoudakis, Roberts, Simbahon

**4. Visitor Comments**

None

**5. Board Member Comments**

None

**6. Committee Reports**

**A. Resource Committee**

Member Cook provided an overview of this month's Resource Committee meeting, which provided detailed financial reporting.

**B. LTC Committee**

Member Cushing attended this month's LTC quality meeting. No issues of concern were noted.

## 7. Reports

- A. Information Technology/EHR  
J. Dormer provided a written report.
- B. Materials Management  
M. Randrup provided a written report.
- C. Medical Records  
K. Randrup provided a written report.
- D. Nursing  
J. Bryner provided a written report.
- E. Quality & Infection Prevention  
S. Romine / J. Bryner provided a written report.
- F. Executive Summary  
P. Hofstetter provided a written report.
- G. Financial  
J. McCormick provided a written report.

## 8. Old Business

### 9. New Business

- A. CAH Utilization Review of Services and Acute Care Stays By Diagnosis  
Board review; for information only.

The CAH Utilization Review of Services and Acute Care Stays By Diagnosis was reviewed by the board. Dr. Hess, P. Hofstetter, and K. Randrup provided information.

- B. Medical Staff Bylaws  
Action Required: Approval

*Motion: Petersburg Medical Center's Board of Directors approves the updated Medical Staff Bylaws as submitted.*

Motion amended to: Petersburg Medical Center's Board of Directors approves the updated Medical Staff Bylaws as submitted plus one correction: corrected CALS acronym in Article III, Section 3, Item C.

Motion made by Lagoudakis, Seconded by Roberts.

Voting Yea: Cook, Conn, Cushing, Lagoudakis, Roberts, Simbahon

- C. Medical Staff Rules & Regulations  
Action Required: Approval

*Motion: Petersburg Medical Center's Board of Directors approves the updated Medical Staff Rules & Regulations as submitted.*

Motion made by Roberts, Seconded by Cushing.

Voting Yea: Cook, Conn, Cushing, Lagoudakis, Roberts, Simbahon

**D. Monthly Board Meeting Time Change**  
Action Required: Approval

*Motion: Petersburg Medical Center's Board of Directors approves moving the regularly scheduled board meeting time from 5:00 pm to 5:30 pm.*

Motion made by Roberts, Seconded by Cushing.

Voting Yea: Cook, Conn, Cushing, Lagoudakis, Roberts, Simbahon

**10. Executive Session**

*By motion, the Board will enter into Executive Session to consider medical staff appointments/reappointments, legal matters, and to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the hospital.*

Member Roberts motioned for the Board to enter into Executive Session to consider medical staff appointments/reappointments, legal matters, and to discuss matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the hospital. Motion seconded by Member Lagadoukis. Motion passed unanimously. Board entered Executive Session at 6:35 pm.

Member Cushing made a motion to come out of Executive Session. Motion seconded by Member Roberts. Motion passed unanimously. Board came out of Executive Session at 6:53 pm.

Member Cushing made a motion to reappoint to the medical staff: Angela Menish, ARNP; Janice Sheufelt, MD; Jonathan Sims, MD; Marius Pakalniskis, MD; Jessica Blanco, DMD. Motion seconded by Member Lagadoukis. Motion passed unanimously.

**11. Next Meeting**

The next regularly scheduled meeting was set for Thursday, September 28, 2023 at 5:30 pm.

**12. Adjournment**

The meeting adjourned at 6:57 pm.

Motion made by Roberts, Seconded by Simbahon.

Voting Yea: Cook, Conn, Cushing, Lagoudakis, Roberts, Simbahon



# Petersburg Medical Center

Pharmacy Board Report September 19, 2023

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## **Workforce Wellness**

Staff is primarily Elise, with some assistance from Jolyn.

## **Patient Centered Care**

We do now have a report that the nurses can use to communicate directly with pharmacy, so I can be quickly notified of any new problems or scanning issues.

There has recently been an increase in shortages of some medications, which causes challenges in keeping sufficient stock of all the medications that we need. We are, however, sufficiently stocked with all the medications that are necessary for routine and emergent treatment of our patients.

## **Facility**

I am looking forward to implementing a running inventory when that new software is available.

A large report that I run nearly every day is now automated and very easy to use, thanks to Matt's reporting system.

## **Financial Wellness**

We are continuing to explore 340B usage in cooperation with Rexall. Rexall is exploring implementing this program with Cirrus, who will provide the service that will coordinate the relationship between us for 340B purchases.

We have been able to use the 340B program to save on a small number of medications. This has been very useful, because some of the medications we use are very expensive.

**Submitted by:** Elise Kubo

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# Petersburg Medical Center

## Rehabilitation Department Report September 2023

### Workforce Wellness

Our department has been fully staffed for the past 6-9 months with 4 PTs (1 Traveler), 1 OT (a traveler), and 1 ST. Since hiring a new OT, the PT waiting list time has decreased and we have reopened our department as a full service (PT/OT/ST) Rehab Department. Having a fully staffed department also has decreased stress and pressure on all our therapists, allowing more time for documentation, research and continuing education. We will have a huge shift in personnel by the end of October. We have 3 of our 6 therapists leaving, 2 PTs and our OT. We are working with HR to fill the positions.

To maintain a good work/life balance, the therapists are allowed to set their own schedules and flex their schedules throughout the week. This allows time during the week for the therapists to complete personal activities (whatever they may be) that are important to them outside of work.

### Community Engagement

Community:

- We have been helping Parks and Rec with a LTC resident, including getting the pool lift new parts to make it possible for the resident to go into the pool for therapy and improvement in quality of life.
- We recently worked with a group of quilters to provide them with a set of exercises/stretchches to perform during quilting activities to decrease risk of posture-related injuries.
- Some of the PTs will be helping test tai chi participants for balance to collate data for pre- and post-program reporting.

Interdepartmental: We are working with the Home Health department offering support to employees as they apply for grants and offering support in filling Rehab roles needed for beginning and future community-based programs. We are working with LTC to assist safe pool activities for residents to improve quality of life.

### Patient Centered Care

Therapists have made themselves available to see patients within the community to support a healthy transition to discharge. This includes conducting appointments in the community gym; working with patients to enable them to use the community center to maintain their health; taking therapy outside when the weather is nice to improve patient energy and mood; and allowing parents without childcare to bring their children into appointments so they can get the care they need. We work across departments as a team (OT/PT/ST/nursing staff) to obtain equipment for LTC residents to improve quality of life and independence and working together with LTC/inpatient staff for the purchase of new equipment to safely care for patients at different functional levels. The Rehab department tries to maintain an open mind on what/where/how therapy can look like because it is not the same for all patients. We work diligently to meet patients' needs to help them achieve their goals as individualized as possible and it keeps our jobs fun and interesting.

### Facility

Rehab continues to face the issue of not having enough space for the number of therapists we have working and the number of patients we see. Each day, we are faced with treating in a less-than-ideal space, but we make it work by using the main hallways, the hospital parking lot and community gym. We would like to add pieces of equipment to the department for improved patient care and offerings, but can't due to our lack of space. We also have equipment stored in home health, maintenance warehouse, and in the therapy office that we can't use because of the limited space.

**Financial Wellness**

Our department’s budget has been restricted due to the overall financial status of the hospital. Continuing education for our therapists is where our department has felt the most restriction. To cut back on our overhead costs, therapists have been asked to improve their documentation time, to come in late if they do not have early patients, and to leave early if they don’t have late patients.

The department continues to be busy. See attached financial numbers.

**Department Revenue By Month**

	06/2023			07/2023			08/2023			Totals		
Department	Charges	Cash	Delta	Charges	Cash	Delta	Charges	Cash	Delta	Charges	Cash	Delta
Rehab	129,511	82,723	(46,788)	112,973	75,994	(36,979)	137,007	116,701	(20,306)	<b>379,491</b>	<b>275,419</b>	<b>(104,072)</b>
Wound Care	19,094	28,117	9,023	21,864	9,712	(12,152)	23,925	12,685	(11,240)	<b>64,883</b>	<b>50,514</b>	<b>(14,370)</b>
<b>Total</b>	<b>148,605</b>	<b>110,840</b>	<b>(37,765)</b>	<b>134,837</b>	<b>85,706</b>	<b>(49,131)</b>	<b>160,932</b>	<b>129,386</b>	<b>(31,546)</b>	<b>444,374</b>	<b>325,933</b>	<b>(118,442)</b>

Average reimbursement rate over the past 3 months for therapies: 73%, our goal is to avg around 75%.  
Average reimbursement rate over the past 3 months for wound care: 78%, our goal is to avg around 75%.

Working with IT to break this report out by therapist to see individual productivity in the future.

**Submitted by:** Kaitlin DuRoss

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# Petersburg Medical Center

## Plant Maintenance Report September 2023

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### **Workforce Wellness**

After 24 years with PMC, Mike Boggs has officially retired. While this presents new challenges to fully fill his place, we are excited to see him starting this new chapter in his life. We will miss the wealth of knowledge Mike holds about this facility and the day-to-day operations. In preparation for his absence and adjusting operations for the colder months ahead, we already started processes related to preparing the facility winter. This fall/winter we will be busy with facility upkeep and regular maintenance. The team is looking forward to the challenges and learning curves ahead.

### **Patient Centered Care**

We were able to do a full cleaning and slight rebuild of our AHU 5 and 6. These units feed tempered air into LTC and kitchen. The cleaning and rebuilding resulted in more airflow to areas in need, which should help keep even temperatures during the cold weather ahead. Also, we are battling our aging hot water system. We have had complaints of hot water not reaching areas of the hospital, and we fix these issues as they come up. One of the largest parts of our job is to make sure the residents/other staff are comfortable while they are here, and we do our best to ensure that.

### **Facility**

Johnson Controls surveyed the building HVAC and Air handling units. We have been experiencing issues with our online site where we can see/control temperatures. It has been quite a few years since they have been on-site and this was a necessary visit to get back on track with their system and personnel.

Along with that we have experienced the effects of the solarium's age and dated roofing/seals. Over time, our rainy Petersburg environment and the dated seals/roof moisture have crept behind the sheetrock and into the insulation. This has caused an inviting environment for mold to grow. To fight this, we sealed off the entrance and placed air abatement units inside while we wait for our contractor to begin the mitigation process.

### **Financial Wellness**

For our department its always challenging to source parts for pieces of equipment in our facility due to its age and age of equipment. If we can even find parts for some of our systems the prices are often staggering, which requires the need for resourcefulness when certain projects come along. However, I do not see any large expected expenses on the horizon for the maintenance department.

**Submitted by:** Wolf Brooks

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# Petersburg Medical Center

Environmental Services Report September 18, 2023

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## **Workforce Wellness**

Staffing in our department has remained consistent, and we are excited to have a new person joining us this month. In terms of the department's well-being, we are currently facing an issue with the new cleaning chemical we are using, which has been causing some headaches and eye irritation. We have reached out to the Ecolab representative to adjust the chemical's ratio. If this doesn't resolve the problem, we may need to consider changing the cleaning solution again. It would be great if we could incorporate 30 minutes of exercise or yoga into our routine without it affecting our work hours.

## **Community Engagement**

Our work is limited to inside the hospital only.

## **Patient Centered Care**

We are committed to doing our best to help our patients and lend a helping hand whenever it is needed.

## **Facility**

Looking ahead to the future hospital plans, it is exciting to see improvements in our facility, especially the laundry room. The new laundry room will have better exhaust and more space to work efficiently. Currently, some of our equipment is challenging to work with. We have been having problems with the new water line for a chemical dispenser that keeps leaking, and maintenance has come back several times to fix it. This has been a source of frustration for everyone.

## **Financial Wellness**

We have been trying to save as much as we can and buy only what we need when we need it. It is very important to provide gear that is comfortable and effective for our crew.

**Submitted by:** Grazel Edfelt

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# Petersburg Medical Center

## Activities Department Report September 2023

### Workforce Wellness

The Activities Department currently has one full-time activities coordinator and two full-time activities assistants.

The department has been utilized heavily as support staff for the nursing and CNA staff. The activities coordinator and one activities assistant are both CNA certified and have been able to help fill gaps on the floor daily. This has been a key piece in maintaining a safe environment and a lot of times the activities staff is getting pulled to help with the CNAs duties (i.e. toileting, showering, getting people up for the day). The greatest concern with this has been staff burnout, as a lot of the times the activities staff need to jump in with the more aggressive 1:1 residents that require several staff members to perform care. In order to address the potential for burnout, the department attempts to shift resident responsibilities throughout the day and encourage staff to take breaks throughout the day when they feel they need to step away.

### Community Engagement

The activities department continues to work on rebuilding our presence in the Petersburg community. The past two years, Long Term Care has started to make a presence back in the community in a variety of ways such as attending community celebrations, getting out for youth events in the community (sporting events, dance recitals, and music performances), bringing our residents out and about to run errands, getting residents to the pool, or getting residents out of the facility to get their hair done. Our residents enjoy being out in the community and having the opportunity to participate in the bigger community-wide celebrations, or just getting out and about to partake in some of the more day-to-day outings.

This quarter, the activities staff is shifting focus to getting the community back up to Long Term Care. In house, we have done a lot of work with the Community Wellness department to help get our residents involved in the programs being implemented through the Falls Prevention grant. We have also been working more with the Youth Program Coordinator to collaborate with the Kinder Skog groups. Long Term Care will have a presence at the "Reconnect Petersburg" volunteer fair to meet with community members and discuss how they can get involved with Long Term Care.

### Patient Centered Care

The activities department continues to provide an outstanding model of patient-centered care. Each of our 14 residents has unique needs and preferences. Overall, the activities calendar planned each month takes into consideration the likes and schedules of each resident. A few milestones of patient-centered care are outlined below:

- **Swimming:** Activities staff have been able to coordinate a swimming opportunity for a resident in LTC thanks to the help of nursing staff, rehab staff and Petersburg Parks and Recreation. The effort takes about four staff members, so it is the help from the nurse managers, staff from other departments, and staff willing to come in for an hour or two on their off days that has been vital.
- **Dance Recital:** We were able to get one of our residents to the dance recital to see his daughters perform.
- **Coffee Run:** One of our residents spent his life having early morning coffees at the coffee shop with his friends. While the resident no longer has interest in going out the activities department continues to get this resident his weekly coffee from his favorite coffee shop.

### Facility

The activities department has not experienced any facility-related issues.

**Financial Wellness**

Since the last report, the activities department has lost one activities aide and opted to not fill the position. While it was great to have three activities aides, the department has been doing okay with just the two. We are continuing to seek out volunteers to help with activities and have been lucky to have help from CNA's in either picking up activities shifts when coverage is needed as well as helping out with facilitating activities on a day-to-day basis.

The activities department is lucky to have two licensed CNAs on staff. With this, the activities department is able to be more efficient with activities as we are able to perform tasks like feeding, transferring and ambulating residents, repositioning, and toileting residents. This not only provides support to the CNAs on the floor, but it allows many activities to occur without needing to borrow a CNA off the floor to join.

**Submitted by:** Alice Neidiffer, Activities Coordinator

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# Petersburg Medical Center

Quality Report September 2023

## Workforce Wellness

The interim Quality Director oversees shared initiatives led by department heads and Home Health Quality.

## Community Engagement

The PMC Wellness department was awarded the Administration for Community Living's (ACL) 2023 Empowering Communities to Deliver and Sustain Evidence-Based Falls Prevention Programs Grant. These evidence-based programs will be starting in September and are free of charge for all community members.

Updates:

- Tai Ji Quan: Moving for Better Balance: The first class started on 9/12 with 21 participants. A remote class is expected to begin soon. Technical assistance is provided for participants to take advantage of this free program from the comfort of their home.
- Bingo-cize: First class starts on 9/25 at Parks and Rec.

School is back in session and PMC employee Laura Holder, RN is providing nursing services to PCSD 20 hours per week. This is an important community role and one that bridges healthcare and education. The presence of a school nurse is associated with better student attendance through health promotion. School attendance is linked to academic success by providing more time for learning.

## Patient Centered Care

The August Quality Committee meeting focused on LTC. New action items were identified related to the facility and resident quality of life enhancement. These meetings continue to provide a stage for discovering areas to improve and document the great work PMC is doing.

The approved PMC strategic plan for 2024-2028 provides a unified direction for all departments. Identifying departmental goals aligned with the plan's objectives and strategies will allow for the appointment of key performance indicators. Monitoring key performance indicators (KPIs) provides several benefits to the organization. They can help to identify problems and areas to improve, track progress, and maintain accountability. KPIs assist in decision making and can increase engagement, communication, and collaboration. Quality staff and managers will be working towards the identification and use of KPIs aligned with the strategic plan under the direction of the Quality Committee. This important process will help to further define the PMC quality program.

A quality template tool is under review to facilitate this process. Home health is utilizing this tool to complete their departmental strategic plan with identified performance indicators. Reporting on these indicators will allow for evaluation of the department's approach, further planning, and tracking of progress towards fulfilling the PMC strategic plan objectives.

## Facility

Progress has been made in the adult day program development to further define and provide for identified participant needs, space requirements, and supplies. A program participant handbook has been developed that further defines the policies and procedures guiding this program to ensure compliance with the state conditions of participation. Staff are working to get grant support for program furnishings and equipment. Grant award notification should occur in October.

**Financial Wellness**

Policies and procedures have been developed for the Senior In-Home services program and for utilization of the recently awarded grant of \$50K. They aim to define the scope of services and provide a framework for administering and monitoring these services. The goal of these programs is to enhance the quality of life for seniors while promoting their independence and well-being. This grant will be used to support seniors in Petersburg and possibly the surrounding areas in case management, chore service, respite and extended respite care, personal care services, service coordination, and supplemental services.

**Submitted by:** Stephanie Romine, RN

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# Petersburg Medical Center

## Infection Control and Prevention Report September 2023

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### **Workforce Wellness**

There have been no changes in staffing.

### **Community Engagement**

Respiratory illness season is just around the corner and there are some new options in respiratory protection this fall. The new influenza vaccine is out and available. There is a new covid vaccine that will also be available soon. RSV has a brand-new vaccine for adults and a new preventative antibody for infants and some small children. This is the first time we've had a vaccine for RSV, which is an illness that can make infants and the elderly extremely ill. PMC will be working alongside public health to bring respiratory vaccines to the public.

### **Patient Centered Care**

**2023 Hand Hygiene Compliance:** (rate determined by secret direct observation during the WHO's Five Moments of Hand Hygiene)

LTC: 75%

Acute Care: 77%

### **LTC August 2023 Metrics:**

Urinary Tract Infections (UTI): 0

Catheter associated Urinary Tract Infections (CAUTI): 0

Clostridium Difficile infections: 0

Covid-19 infections: 0

### **Facility**

No changes have occurred in this area.

### **Financial Wellness**

No changes have occurred in this area.

**Submitted by:** Jennifer Bryner, MSN, RN

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# Petersburg Medical Center

## CEO Board Report September 2023

**Mission Statement:** Excellence in healthcare services and the promotion of wellness in our community.

**Guiding Values:** Dignity, Integrity, Professionalism, Teamwork, Quality

### **Highlights:**

- Progress continues on the replacement hospital building project. In September, the Borough Planning Commission approved the final site replat dedicated to the replacement building. Additionally, the comprehensive NEPA Environmental Study was completed and documents were made available for the two-week public review and comment period which began September 15, 2023.
- As part of advocacy, training and professional development, PMC senior leadership staff and two board members attended the annual Alaska Hospital & Healthcare Association (AHHA) conference September 19 - 21. This conference brings together members and partners from facilities and communities throughout the state to discuss current topics, challenges, and opportunities across Alaska's healthcare system. It's a chance to share best practices, resources, and innovative solutions and to network with colleagues across the continuum of care. There was a strong focus on mental health in healthcare and upcoming post-acute care CMS regulations for LTC that may have significant regulatory impacts. We heard from Vera Starbard, an Emmy nominated Tlingit and Dena'ina writer and playwright who shared an incredible presentation of healing through storytelling.
- On September 20 Katie Holmlund and I testified to the state Childcare Task Force that took public comments on barriers to childcare in the state. Numerous healthcare facilities, state and AHHA complemented the Kinder Skog program and are excited about this innovative program to help solve childcare challenges.
- I have growing concerns regarding the rising instances of fentanyl use and potential abuse in our community. In addition to PMC I've engaged with both EMS, PHN and law enforcement. We are in the process of organizing a preliminary meeting to gain a clearer understanding of the situation at the community level.

**Financial Wellness: Goal:** To achieve financial stability and sustainability for the hospital.

**FY23 Benchmarks for Key Performance Indicators (KPIs):** *Gross A/R days to be less than 55, DNFB < then 5 days, and 90 Days Cash on Hand*

- FY23 Audit is currently in process and the audit firm expects to complete this process in October.
- FY24 capital budget continues to be reviewed and will have a more concise list for approval.
- PMC continues to await word from the State regarding Exceptional Relief Request. This still delays the annual PMC employee 2% increase. I appreciate everyone's patience on this as PMC still feels the impact of a post-covid healthcare world. I want to thank staff for continuing to serve our patients and community. Departments have done an incredible job stepping up with wearing different "hats," obtaining grants and increasing census by thinking and doing innovative and cross-collaborative projects. Collaboration and innovation is our path forward.
- PMC is still awaiting word on the Treasury Grant following the last round of questions for submission.
- The latest financial reports indicate a strong August month and we are finally seeing a reduction in gross AR days, at 72 down from 90. This is moving in the right direction.
- Met with senior leadership team and CEO of Trubridge/CPSI/ HRG to discuss improvements and KPI goals. This was a positive sign and will have a recurring check monthly to assess these goals.



**New Facility:** Goal: To expand the capacity and capabilities of the community borough-owned rural hospital through the construction of a new facility, while taking into account the needs and priorities of the local community.

- We are still awaiting final assessment and plan to repair and mitigate the considerable water damage and concern for mold and deterioration of floor and walls in the PMC long term care solarium. This area remains closed due to safety and infection control issues.
- Final design on the new facility is coming, with more information to come on this. We expect the Architects & Engineers to have a final design by the end of the month to put forward to the steering committee for approval.
  - As mentioned previously, there are changes related to meeting the Department of Treasury (\$20M) funding requirements. Two phases are indicated below, which will likely increase the WERC building and decrease phase 2.
    - Phase 1: A stand-alone 9,000 sf Wellness, Education and Resource Center (WERC) building will be built. This building will now provide services related to Work, Education and Health Monitoring. Expected functions/departments in this building include Wellness, training, education (with wifi access), conference room & public health. Anticipated completion is by 2026.
    - Phase 2: A larger 64,000 sf Primary, Acute and Long Term Care Facility (PALTC) will be built adjacent to the WERC building. The PALTC will also provide some services directly related to Work, Education and Health Monitoring. Note that while PMC plans to complete the PALTC in 2026, we cannot commit to a specific date for this portion of the project until final funding stack is secured.
- Updates: Project updates are available on the PMC website under the “New Facility & Planning” tab: <https://www.pmcak.org/new-facility.html>.

**Workforce Wellness:** Goal: To create a supportive work environment and promote the physical and mental well-being of hospital staff, in order to improve retention rates and overall productivity.

- On behalf of the entire PMC family, I extend our heartfelt congratulations to Mike Boggs, who has embarked on a well-deserved retirement after dedicating 24 years to PMC. His profound and comprehensive understanding of our facility and operations will be greatly missed.
- The annual department managers retreat is scheduled for October 25. This day-long retreat focuses on revisiting the strategic plan and brainstorming sessions.



**Community Engagement:** Goal: To strengthen the hospital’s relationship with the local community and promote health and wellness within the community.

- Last week of August: Community Wellness department partnered with WAVE to offer the second year of camp Camp Girls on the Run. Twelve girls in 3rd-6th grades participated in the camp, focused on building friendships and confidence, exploring creativity and playing fun games that kept them moving.
- September 4 (Labor Day): Rainforest Run 10K and half-marathon.

- September 5: PMC reports out at Borough Assembly Meeting
- September 7: KFSK Radio PMC Live
- September 22: The local SHARE Coalition is hosting the “Reconnect Petersburg” volunteer fair event. LTC Activities will participate and will provide information on a variety of volunteer opportunities within LTC for those with weekly, monthly, and one-time commitments. Information will also be available on PMC volunteer policies, including pet visitor policy and van driving.



**Patient-Centered Care and Wellness:** Goal: To provide high-quality, patient-centered care and promote wellness for all patients.

- PMC is working on implementing the HRSA grant award for Rural Communities Opioid Response program which will be a part of the Behavioral Health department. This is a one year \$300k grant.
- Beginning in September, PMC and the SEARHC scope team will start endoscopy and colonoscopy services.
- Encounters in the facility were very high in August as summer comes to a close.

## RECONNECT

P E T E R S B U R G

You're invited to get involved!

Looking for ways to meet new people while also making a difference in Petersburg?

Discover specific ways you can help your community, gain new skills, have fun and learn what opportunities exist.

Local non-profits are gathering to meet with you!

Scan QR Code to add event to your calendar

Friday, September 22

4 - 7 pm

Sons of Norway Hall

Call for information: 907.772.9283

A Dozen Non-Profits  
Free Appetizers  
Door Prizes



- In October, Specialty Clinic introduces dermatology services, encompassing skin checks, removals of moles, lipomas and skin cancer; treatment of chronic skin conditions like psoriasis, acne and dermatitis; and cosmetic Botox procedures.
- Petersburg Medical Center has two exciting new programs to help people improve strength, improve balance and decrease fall risk: Bingocize and Tai Ji Quan: Moving for Better Balance. Classes started the week of September 11 with positive reaction and are already at capacity with a need to add a second group. For more information, call 772 -5580. Class times are as follows:
  - Monday/Wednesday: 10:00-11:00 am, Bingocize
  - Tuesday/Wednesday: 10:00-11:00 am, Tai Ji Quan



**Submitted by:** Phil Hofstetter, CEO

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# ***PETERSBURG MEDICAL CENTER***

## **FINANCIAL REPORTING PACKAGE**

**FISCAL YEAR 2024**

**For the month ended August 31, 2023**

**PETERSBURG MEDICAL CENTER**  
**Statement of Revenues and Expenses**  
**For the month ended August 31, 2023**

Month Actual	Month Budget	\$ Variance	% Variance		YTD Actual	YTD Budget	FY24		Prior YTD	% Variance
							\$ Variance	% Variance		
\$281,640	260,392	\$21,248	8.2%							
1,650,887	1,380,000	270,887	19.6%							
512,812	492,974	19,838	4.0%							
<u>2,445,339</u>	<u>2,133,366</u>	<u>311,973</u>	<u>14.6%</u>							
				<i>Gross Patient Revenue:</i>						
612,751	358,235	(254,516)	-71.0%	1. Inpatient	\$702,222	\$391,741	\$310,481	79.3%	\$329,962	112.8%
0	0	0	n/a	2. Outpatient	3,008,881	3,564,015	(555,134)	-15.6%	3,001,951	0.2%
(2,038)	(10,381)	(8,343)	80.4%	3. Long-term Care	1,001,744	492,974	508,770	103.2%	741,154	35.2%
(28)	67,700	67,728	100.0%	4. <b>Total gross patient revenue</b>	<u>4,712,847</u>	<u>4,448,730</u>	<u>264,117</u>	<u>5.9%</u>	<u>4,073,067</u>	<u>15.7%</u>
<u>610,685</u>	<u>415,554</u>	<u>(195,131)</u>	<u>-47.0%</u>							
				<i>Deductions from Revenue:</i>						
1,834,654	1,717,812	116,842	6.8%	5. Contractual adjustments	1,471,903	651,787	(820,116)	-125.8%	644,237	-128.5%
				6. Prior year settlements	0	0	0	n/a	-	n/a
82,858	83,836	(978)	-1.2%	7. Bad debt expense	(300,950)	19,062	320,012	1678.8%	16,056	-1974.4%
45,328	61,960	(16,632)	-26.8%	8. Charity and other deductions	22,853	189,383	166,530	87.9%	64,276	64.4%
0	0	0	n/a	9. <b>Total deductions from revenue</b>	<u>1,193,806</u>	<u>860,232</u>	<u>(333,574)</u>	<u>-38.8%</u>	<u>724,569</u>	<u>-64.8%</u>
32,489	29,167	3,322	11.4%	10. <b>Net patient revenue</b>	<u>3,519,040</u>	<u>3,588,498</u>	<u>(69,458)</u>	<u>-1.9%</u>	<u>3,348,498</u>	<u>5.1%</u>
<u>160,675</u>	<u>174,963</u>	<u>(14,288)</u>	<u>-8.2%</u>							
				<i>Other Revenue</i>						
1,995,328	1,892,775	102,553	5.4%	11. Inkind Service - PERS/USAC	165,710	161,194	4,516	2.8%	155,364	6.7%
				12. Grant revenue	76,503	21,133	55,370	262.0%	22,881	234.4%
82,858	83,836	(978)	-1.2%	13. Federal & State Relief	0	0	0	n/a	-	n/a
45,328	61,960	(16,632)	-26.8%	14. Other revenue	65,876	3,137	62,739	2000.0%	11,358	480.0%
0	0	0	n/a	15. <b>Total other operating revenue</b>	<u>308,089</u>	<u>185,464</u>	<u>122,625</u>	<u>66.1%</u>	<u>189,603</u>	<u>62.5%</u>
32,489	29,167	3,322	11.4%	16. <b>Total operating revenue</b>	<u>3,827,129</u>	<u>3,773,962</u>	<u>53,167</u>	<u>1.4%</u>	<u>3,538,101</u>	<u>8.2%</u>
<u>160,675</u>	<u>174,963</u>	<u>(14,288)</u>	<u>-8.2%</u>							
				<i>Expenses:</i>						
1,018,177	1,023,076	4,899	0.5%	17. Salaries and wages	1,962,964	2,120,005	157,041	7.4%	2,026,574	3.1%
64,233	68,693	4,460	6.5%	18. Contract labor	109,189	105,540	(3,649)	-3.5%	100,514	-8.6%
370,846	370,953	107	0.0%	19. Employee benefits	743,683	717,972	(25,711)	-3.6%	677,053	-9.8%
104,328	147,411	43,083	29.2%	20. Supplies	241,654	350,450	108,796	31.0%	324,491	25.5%
130,963	146,849	15,886	10.8%	21. Purchased services	230,164	260,895	30,731	11.8%	248,471	7.4%
47,295	50,798	3,503	6.9%	22. Repairs and maintenance	79,051	197,636	118,585	60.0%	188,225	58.0%
31,485	14,467	(17,018)	-117.6%	23. Minor equipment	50,085	29,260	(20,825)	-71.2%	27,867	-79.7%
21,343	21,851	508	2.3%	24. Rentals and leases	41,947	34,423	(7,524)	-21.9%	33,420	-25.5%
86,310	93,206	6,896	7.4%	25. Utilities	171,698	176,193	4,495	2.6%	175,316	2.1%
13,513	12,203	(1,310)	-10.7%	26. Training and travel	13,147	24,406	11,260	46.1%	14,471	9.2%
93,297	88,976	(4,321)	-4.9%	27. Depreciation	186,602	177,952	(8,650)	-4.9%	114,694	-62.7%
15,321	16,419	1,098	6.7%	28. Insurance	33,877	31,944	(1,933)	-6.1%	29,040	-16.7%
<u>37,247</u>	<u>33,195</u>	<u>(4,052)</u>	<u>-12.2%</u>	29. Other operating expense	61,915	59,176	(2,739)	-4.6%	55,964	-10.6%
<u>2,034,357</u>	<u>2,088,097</u>	<u>53,740</u>	<u>2.6%</u>	30. <b>Total expenses</b>	<u>3,925,976</u>	<u>4,285,852</u>	<u>359,877</u>	<u>8.4%</u>	<u>4,016,100</u>	<u>2.2%</u>
				31. <b>Income (loss) from operations</b>	<u>(98,846)</u>	<u>(511,890)</u>	<u>413,044</u>	<u>80.7%</u>	<u>(477,999)</u>	<u>79.3%</u>
(39,028)	(195,322)	156,294	80.0%							
				<i>Nonoperating Gains(Losses):</i>						
(63,115)	8,333	(71,448)	-857.4%	32. Investment income	31,769	28,676	3,093	10.8%	77,826	-59.2%
(12,038)	(4,167)	(7,871)	-188.9%	33. Interest expense	(24,134)	(3,801)	(20,333)	-534.9%	(17,770)	-35.8%
0	0	0	n/a	34. Gain (loss) on disposal of assets	0	0	0	n/a	-	n/a
340,527	834	339,693	40730.6%	35. Other non-operating revenue	315,990	2,996	312,994	10447.1%	(57,096)	-653.4%
<u>265,374</u>	<u>5,000</u>	<u>260,374</u>	<u>5207.5%</u>	36. <b>Net nonoperating gains (losses)</b>	<u>323,626</u>	<u>27,871</u>	<u>295,755</u>	<u>1061.2%</u>	<u>2,960</u>	<u>-10833.3%</u>
				37. <b>Change in Net Position (Bottom Line)</b>	<u>\$224,779</u>	<u>(\$484,019)</u>	<u>\$708,799</u>	<u>-146.4%</u>	<u>(\$475,039)</u>	<u>147.3%</u>
<u>\$226,345</u>	<u>(\$190,322)</u>	<u>\$416,667</u>	<u>-218.9%</u>							

( ) or - indicates unfavorable variance

**PETERSBURG MEDICAL CENTER**

**Balance Sheet**

**August 31, 2023**

**ASSETS**

	<u>Aug 2023</u>	<u>July 2023</u>	<u>June 2023</u>	<u>Aug 2022</u>
<b>Current Assets:</b>				
1. Cash - operating	\$611,482	\$645,597	\$422,951	(\$48,775)
2. Cash - insurance advances	0	0	0	689,312
3. Investments	47,244	47,207	47,174	2,601,327
4. Total cash	658,725	692,804	470,125	3,241,864
5. Patient receivables	5,636,833	5,566,669	6,030,712	6,610,104
6. Allowance for contractals & bad debt	(2,491,141)	(2,573,985)	(2,891,731)	(3,250,447)
7. Net patient receivables	3,145,693	2,992,683	3,138,980	3,359,657
8. Other receivables	660,060	908,981	938,719	23,961
9. Inventories	298,799	300,494	317,650	432,725
10. Prepaid expenses	281,344	379,136	113,382	275,495
11. Total current assets	5,044,621	5,274,098	4,978,857	7,333,702
<b>Property and Equipment:</b>				
12. Assets in service	28,061,691	28,056,475	28,056,475	28,240,687
13. Assets in progress	1,533,583	1,213,519	1,322,767	94,450
14. Total property and equipment	29,595,274	29,269,994	29,379,242	28,335,137
15. Less: accumulated depreciation	(21,339,611)	(21,246,314)	(21,153,009)	(20,139,124)
16. Net property and equipment	8,255,663	8,023,680	8,226,233	8,196,013
<b>Assets Limited as to Use by Board</b>				
17. Investments	3,025,395	3,080,866	3,008,055	2,826,240
18. Building fund	654,284	665,902	649,250	607,442
19. Total Assets Limited as to Use	3,679,679	3,746,768	3,657,306	3,433,682
<b>Pension Assets:</b>				
20. OPEB Asset	8,781,677	8,781,677	8,781,677	8,781,677
<b>Deferred Outflows:</b>				
21. Pension	2,756,254	2,756,254	2,756,254	2,756,254
22. Total assets	<b>\$28,517,894</b>	<b>\$28,582,477</b>	<b>\$28,400,326</b>	<b>\$30,501,328</b>

\*\*Note: Cash on line 1 is for presentation purposes only. The total

( ) or - indicates unfavorable variance

**LIABILITIES & FUND BALANCE**

	<u>Aug 2023</u>	<u>July 2023</u>	<u>June 2023</u>	<u>Aug 2022</u>
<b>Current Liabilities:</b>				
23. Accounts payable	\$1,543,333	\$2,010,396	\$1,756,006	\$1,729,387
24. Accrued payroll	373,029	287,764	187,957	334,227
25. Payroll taxes and other payables	205,561	259,399	235,857	190,582
26. Accrued PTO and extended sick	1,076,606	1,023,459	1,069,103	1,035,932
27. Deferred revenue	174,337	260,554	206,868	398,333
28. Due to Medicare	365,055	99,999	99,999	1,264,547
29. Due to Medicare - Advance	0	0	0	689,312
30. Due to Blue Cross - Advance	0	0	0	0
31. Other current liabilities	3,069	3,069	3,069	3,515
32. Loan Payable - SBA	0	0	0	0
33. Current portion of long-term debt	350,606	349,121	347,641	325,396
34. Total current liabilities	4,091,596	4,293,761	3,906,501	5,971,231
<b>Long-Term Debt:</b>				
35. Capital leases payable	2,376,080	2,405,984	2,435,762	2,728,234
<b>Pension Liabilities:</b>				
36. Net Pension Liability	12,053,763	12,053,763	12,053,763	12,053,763
37. OPEB Liability	-	-	-	-
38. Total pension liabilities	12,053,763	12,053,763	12,053,763	12,053,763
39. Total liabilities	18,521,439	18,753,508	18,396,026	20,753,228
<b>Deferred Inflows:</b>				
40. Pension	9,613,036	9,613,036	9,613,036	9,613,036
<b>Net Position:</b>				
41. Unrestricted	383,420	215,932	391,263	610,104
42. Current year net income (loss)	0	0	0	(475,039)
43. Total net position	383,419	215,932	391,263	135,064
44. Total liabilities and fund balance	<b>\$28,517,894</b>	<b>\$28,582,476</b>	<b>\$28,400,325</b>	<b>\$30,501,328</b>

**PETERSBURG MEDICAL CENTER**  
**Key Volume Indicators**  
**FISCAL YEAR 2024**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total	Prior YTD	% Change
<b>Hospital Inpatient</b>															
1. Patient Days - Acute Care	32	32											64	48	33.3%
2. Patient Days - Swing Bed	46	31											77	40	92.5%
3. Patient Days - Total	78	63											141	88	60.2%
4. Average Daily Census - Acute Care	1.0	1.0											0.3	0.8	-66.0%
5. Average Daily Census - Swing Bed	1.5	1.0											0.3	0.6	-50.9%
6. Average Daily Census - Total	2.5	2.0											0.6	1.4	-59.1%
7. Percentage of Occupancy	21.0%	16.9%											4.8%	11.8%	-59.1%
<b>Long Term Care</b>															
8. Resident Days	403	426											829	706	17.4%
9. Average Daily Census	13.0	13.7											3.4	11.4	-70.0%
10. Percentage of Occupancy	86.7%	91.6%											22.7%	75.9%	-70.0%
<b>Other Services</b>															
11. Emergency Room Visits	92	102											194	144	34.7%
12. Radiology Procedures	206	189											395	413	-4.4%
13. Lab Tests (excluding QC)	1,891	1,959											3,850	3,756	2.5%
14. Rehab Services Units	1,043	1,071											2,114	2,316	-8.7%
15. Home Health Visits	212	152											364	517	-29.6%
16. Clinic Visits	**	794	821										1,615	1,257	28.5%

\*\* Stats under review

**PETERSBURG MEDICAL CENTER**  
**Key Operational Indicators**  
**For the month ended August 31, 2023**

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	YTD	Prior YTD	% Change
1. Contractual Adj. as a % of Gross Revenue	37.9%	25.1%											31.2%	15.8%	-97.5%
2. Charity/Other Ded. as a % of Gross Revenue	1.0%	0.0%											0.5%	1.6%	69.3%
3. Bad Debt as a % of Gross Revenue	-13.2%	-0.1%											-6.4%	0.4%	-1719.9%
4. Operating Margin	-3.3%	-2.0%											-2.6%	-13.5%	80.9%
5. Total Margin	-0.1%	10.0%											5.4%	-13.4%	140.4%
6. Days Cash on Hand (Including Investments)	79.7	74.8	-	-	-	-	-	-	-	-	-	-	69.2	112.2	-38.4%
7. Days in A/R	52.1	56.3	-	-	-	-	-	-	-	-	-	-	56.3	98.2	42.7%

( ) or - indicates unfavorable variance