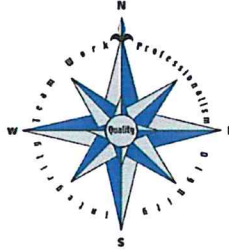


## *Petersburg Medical Center*

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**Meeting:** Medical Center Board Meeting

**Date:** May 24<sup>th</sup>, 2018 **Time:** 5:00 p.m.

**Board Members Present:** Jerod Cook, Marlene Cushing, Jim Roberts (telephonically), Darlene Whitethorn, Cindi Lagoudakis, Tim Koeneman

**Board Members Absent:** George Doyle

**Staff Members Attending:** Liz Woodyard – CEO, Doran Hammett – CFO (telephonically), Cindy Newman – Human Resources, Cortney Hess – Chief of Staff, Janet Kvernvik – Medical Records, Elizabeth Hart – Case Manager, Jill Dormer – Director of Fiscal Services and Informatics, Chad Wright – Executive Assistant

**Visitors:** Kristen Miller – Simpson, Tillinghast, Sorensen & Sheehan, P.C. (telephonically), Ron Loesch – Petersburg Pilot

- I. **CALL TO ORDER:** Member Cook called the meeting to order at 5:00 p.m.
- II. **APPROVAL OF THE AGENDA:** Member Koeneman made a motion to move New Business under Board Member Comments. Motion seconded by Member Cushing. Motion passed unanimously. Member Koeneman made a motion to approve the agenda as amended. Motion seconded by Member Whitethorn. Motion passed unanimously.
- III. **APPROVAL OF BOARD MINUTES:** Member Whitethorn made a motion to approve the minutes as presented from the board meeting on April 26<sup>th</sup>. Motion seconded by Member Lagoudakis. Motion passed unanimously.
- IV. **VISITORS COMMENTS:** No comments.
- V. **BOARD MEMBER COMMENTS:** Member Whitethorn thanked L. Woodyard and Member Lagoudakis for speaking to the Assembly earlier this week regarding trying to get support from the tobacco tax. Member Lagoudakis added that she the issue could be revisited and could possibly have better luck when there is more time to develop a plan to present.
- VI. **NEW BUSINESS:**

- A. Open Meetings Act.** Attorney K. Miller provided an overview of a memorandum (see copy) she prepared regarding board communications and answered questions from Board members.

**VII. OLD BUSINESS:**

- A. Southeast Alaska Independent Living (SAIL).** Member Lagoudakis explained the services provided by SAIL.

**VIII. REPORTS:**

- A. Case Management/Swing Bed Management.** E. Hart was available to answer questions regarding her written report (see copy).
- B. Chief of Staff.** C. Hess gave a brief verbal report of happenings in long term care and in the clinic.
- C. Clinic.** No report was available.
- D. Community Education.** K. Lambe was not in attendance but her written report (see copy) was available for review.
- E. Dietary and Dietitian.** S. McMullen and M. Fleming were not in attendance but their written reports (see copies) were available for review.
- F. Quality.** M. Pawuk was not in attendance but his written report (see copy) was available for review.
- G. Financial.** D. Hammett reviewed the financials from April (see copy) and noted that April was a down month. He stated that the balance sheet remains strong. He added that cash also remains strong with 177 days cash on hand. He stated that he is still ironing out details in the budget for salaries and benefits. He noted that we are ending the last month of the fiscal year and there is a lot of work to prepare for the audit in August. He reported that he is in the process of refining the budget. He added that all the departments are getting their requests for capital items and the department heads will be prioritizing the list before bringing it to the Board. D. Hammett explained that he had asked Max Kamp about his reasons for switching from T.D. Ameritrade to Charles Schwab. The primary reasons were that Charles Schwab charges less and that they are easier to work with.
- H. Administrator.** L. Woodyard reviewed her written report (see copy) and was available to answer questions.

- IX. EXECUTIVE SESSION:** Member Whitethorn made a motion that the Board enter into Executive Session for medical staff reappointments and to discuss a personnel issue. Motion seconded by Member Lagoudakis. Motion passed unanimously. Board entered Executive Session at 5:54 p.m. The Board came out of Executive Session at 6:17 p.m.

- A. Medical Staff – Appointments/Reappointments.** Member Cushing made a motion to appoint Elizabeth Poole, ANP and Gina Carr, MD to medical staff. Motion seconded by Member Koeneman. Motion passed unanimously.
- B. Personnel Issue.** Member Cushing made a motion to give L. Woodyard a \$5,000 bonus when she retires. Motion seconded by Member Whitethorn. Motion passed unanimously.

- X. **ADJOURNMENT:** Member Whitethorn made a motion to adjourn. Motion was seconded by Member Lagoudakis. Motion passed unanimously. The meeting adjourned at 6:19 p.m.

Respectfully submitted,

Marlene Cushing  
Marlene Cushing, Board Secretary