

**BEAUFORT MEMORIAL HOSPITAL BOARD OF TRUSTEES
ANNUAL BOARD MEETING – OPEN SESSION**

MINUTES – November 28, 2012

BOARD MEMBERS PRESENT: Jerry Schulze (Chair), Terry Murray (Vice Chair), David Tedder (Secretary/Treasurer), Steve Kessel, M.D., James Simmons, M.D., Pat Thompson, M.D., Andrea Allen, Susan Williams, Dave House

OTHERS PRESENT: Rick Toomey, Jeff White, Karen Carroll, Pat Foulger, David Homyk, Alice Moss, Ed Ricks, Diane Wadas, Sam Derrick, Chad Tober, M.D., Bill Nettles, Bill McBride, Ann Mecherle, Courtney McDermott, Dawn Crawford, David Black (Howell, Gibson & Hughes), and Pam Weidner (Beaufort Engineering)

ABSENT: Paul Sommerville

INTRODUCTION: Mr. Schulze welcomed David Black and Pam Weidner.

CALL TO ORDER: Mr. Schulze called the annual meeting to order at 7:30 a.m., and stated that the Press had been notified. A motion was made by Mrs. Murray to go into Executive Session at 7:31 a.m. to discuss Quality Improvement, Medical Staff Credentialing, Strategic Planning, Contractual Arrangements, Legal and Personnel Matters. The motion was seconded by Mrs. Allen, and unanimously approved. The meeting re-convened to Open Session at 8:25 a.m.

INVOCATION: Mr. Tedder gave the Invocation.

APPROVAL OF MINUTES – October 31, 2012: Mrs. Williams made a motion, which was seconded by Mrs. Allen, to approve the minutes of the October 31, 2012 meeting. Unanimous approval.

COMMITTEE REPORTS

Finance Committee – *Dashboard (pg. 4):* Mrs. Murray stated that the Finance Committee did not have a quorum to approve the minutes. She stated that October ended on a high note with improved measures in all almost all areas due to improved revenues. Operating income was strong at \$954K with a 5.46% operating margin for the month. She acknowledged the need to both continue to grow revenues and to focus on areas that can be controlled. She noted that the physician offices had strong revenues for the month; however, the deductions were 2.5 times greater than budgeted. This was primarily a timing issue for billing, but will even out in the future.

Mrs. Murray said there was discussion of how we will operate in the future, and that we will delve into the numbers each month in the committee meeting, but at the Board meeting we will focus on the strategic issues. She reminded everyone of the upcoming Strategic Planning Committee meeting on December 11th, which will be focused on future financial strategies.

Mrs. Allen made a motion, which was seconded by Mr. Tedder, to approve the Finance minutes of the October 29, 2012 meeting. Unanimous approval.

The financial report was unanimously approved.

Quality Improvement Committee: Dr. Simmons presented the following reports for approval:

- Report on Patient Flow
- Customer Satisfaction Report – PRC Loyalty Study

Dr. Simmons commended Dr. Andy Jackson and others for taking a leadership role to improve patient satisfaction in the angiography suite.

Mrs. Williams made a motion, which was seconded by Mrs. Allen, to approve the aforementioned reports as discussed in Executive Session. Unanimous approval.

Compliance Committee: Mrs. Williams said the committee has been reviewing and looking for opportunities to ensure appropriate coding for certain diagnoses, including UTIs, etc. She also noted the Compliance Hotline continues to be used for non-compliance concerns, but recognized that it does give employees a voice and they are then routed in the appropriate direction.

She stated that a parent complained that only one parent was allowed in the ER with their seriously ill child and upset that the other parent was not allowed in the room at the same time due to the visitor's policy. Mrs. Williams suggested the Visitation Policy be reviewed to ensure we are providing patient-centered care. The policy is owned by the Emergency Department and is intended to protect patient safety and privacy. Everyone agreed that the ED needs to have some ability to manage the traffic in patient care areas to ensure the safety of all, but that in special situations the bedside caregiver should be consulted and allowed to make a decision on a case-by-case basis.

She also reported that David Hall has taken over the RAC process, and will become a member of the Compliance Committee.

Governance Committee: Dr. Thompson reported that four candidates were interviewed to replace outgoing members of the Board. The candidates are Kathy Cooper, RN, Faith Polkey, MD, Richard Stewart, MD, and James Scheider. The candidates are well qualified and will be put forth to County Council upon board approval. Mrs. Allen was also nominated for her second term. Mr. Tedder made a motion, which was seconded by Mr. House, to approve the candidates for submission to County Council as presented. Unanimous approval.

Community Outreach and Wellness Committee: Dr. Kessel said the LifeFit Walking Trail will be receiving new concrete markers and will hopefully tie into the Spanish Moss Trail soon. Also, the trail map will be posted on the hospital's website.

He also reported that the October Wellness Fair was well attended with approximately 600 employees in the Beaufort and Bluffton locations. He also recapped the November 8th Community Breakfast featuring Drs. Blocker and Jones, who presented "Back in Action," a joint pain seminar, noting there were 69 guests and it was well received. A diabetes or supplement-related talk will be held in early 2013. He noted that we kicked off the Create Your Weight program for our employees with our dieticians.

Access Health's Debbie Slazyk has completed all of her interviews and is looking into cost-sharing patient tracking software with Oconee Regional.

Strategic Planning Committee: Mrs. Allen reminded everyone of the upcoming meeting on Tuesday, December 11th at 5:15 p.m. and encouraged everyone to attend. She noted this will be a combined meeting with the Finance Committee.

MEDICAL STAFF – *Credentials:* Dr. Tober presented the following practitioner for New Appointment: Christian Binder, MD, Consulting – VRC (Radiology).

Requesting Reappointment: Robert E. Bell, MD, Active (Anesthesiology); Delphia Clarke, MD, Consulting – VRC (Radiology); John W. Daniel, MD, Active (Anesthesiology); Linh Dastous, MD, Active (Hospitalist); Michelle Goni, MD, Consulting – VRC (Radiology); Dhawal Goradia, MD, Consulting – VRC (Radiology); Thomas B. Hines, MD, Active (Oral Maxillofacial); Susan Hohenwarter, MD, Active (Anesthesiology); Christopher Hurt, MD, Consulting – VRC (Radiology); Kevin Kearney, MD, Active (Gastroenterology); Martha Maier, MD, Consulting – VRC (Radiology); Kevin McDonnell, MD, Consulting – VRC (Radiology); Kevin McDonnell, MD, Consulting – VRC (Radiology); David Moon, MD, Consulting – VRC (Radiology); Marc T. Reichel, MD, Active (Anesthesiology); Marshall S. Shook, MD, Active (Cardiology); William L. Spearman, MD, Active (Anesthesiology); Gary A. Thompson, MD, Active (Anesthesiology).

Six Month Review: Linda J. Brown, MD, Provisional Active (Hospitalist); Matthew Carroll, PA-C, Provisional Allied Health Staff (Emergency Medicine); Randy Dalbow, MD, Provisional Active (Internal Medicine); Jarrod Wright, MD, Provisional Active (Emergency Medicine).

One Year Review/Change of Status/Additional Privileges: John Fontana, MD (OB/Gyn) – request addition of da Vinci Robotic Assisted surgery privileges; Peter J. Anderson, MD, Provisional Active (Internal Medicine); Vito Basile, MD, Provisional Consulting, VRC (Radiology); Jared C. Browning, MD, Provisional Consulting, VRC (Radiology); Diane Conley, MD, Provisional Consulting, VRC (Radiology); Martha Maier, MD, Provisional Consulting, VRC (Radiology); Jarrod Reynolds, MD, Provisional Active (Hospitalist); Brittany F. Zip, PA-C (Emergency Medicine) – relinquishment of privileges.

Mrs. Allen made a motion, which was seconded by Dr. Thompson, to accept the Credentials Committees and MEC recommendations as presented. Unanimous approval.

STAFF REPORTS: Support Services, Human Resources, Information Systems, Patient Care Services, Public Relations, and Quality Services: Mr. Tedder made a motion, which was seconded by Dr. Thompson, to approve the staff reports as presented. Unanimous approval.

BMH FOUNDATION: Mr. Nettles thanked everyone for attending the annual meeting last month and acknowledged Food and Nutrition for the delicious food. He recognized and encouraged everyone to congratulate Connie and Chuck Duke for receiving the Spirit of Giving Award. He also reported that Audrey Bittner was named the second Emeritus member of the Board. He announced that Ron Rossetti has been approved by the BMH Foundation Board to become a BMHF Board Trustee, and presented the nomination to the BMH Board for final approval. Mrs. Allen made a motion, which was seconded by Mr. Tedder, to approve Ron Rossetti to the BMHF Board. Unanimous approval.

Mr. Schulze thanked Mr. Nettles for serving another year as Chairman of the BMHF Board.

MANAGEMENT REPORT – *Open House Events for ED:* Mr. Toomey asked Ms. Moss and Mrs. McDermott to review the upcoming Open House events for the Emergency Department. Mrs. McDermott stated there are four events planned:

1. Employee Preview on Tuesday, December 11 from 2-4 p.m., which includes the dedication of the Family Consultation Room at 2:30 p.m.
2. ED Affiliates and Community Leaders on Thursday, December 13 from 4-6 p.m.
3. BMH Foundation hosting private preview for Medical Staff members and major donors on Friday, December 14 from 5-7 p.m.
4. Community preview on Sunday, December 16 from 2-4 p.m.

Mr. Toomey noted that final inspections will be held in December and January with the official opening of the center sometime in early January. He also stated that Dr. Pratt and his family and friends came to the new Pratt Emergency Center the day after Thanksgiving for a private tour. He said they were very pleased and impressed with the center.

STEMI CON Application Update: Mr. Toomey reported that the State came back with a few additional questions, which we are responding to now. A letter of support for the project was submitted to the state by Hilton Head Regional Medical Center.

2013 Gainsharing and Operational Goals: Mr. Toomey presented the goals for approval. Mr. Tedder made a motion, which was seconded by Mrs. Allen, to approve the goals as presented and with the rapid recovery metrics for the OR being approved once finalized. Unanimous approval.

Mrs. Murray inquired about emergency preparedness for the hospital post-Sandy and asked how BMH is poised to respond to a similar emergency. The ED expansion brought major improvements, including the addition of three generators, among other things. ***Mr. Toomey said his team would develop a response to overview our emergency preparedness and will report back next month.***

Discussion ensued regarding encryption of personal information. Everything is encrypted internally, as well as our laptops. Mr. Toomey said we are moving our “warm site” from Bluffton to Greenville, which houses our back-up data.

CHAIR ANNOUNCEMENTS: Mr. Schulze handed out the minutes of a Called Board Meeting on November 12, 2012. Mr. Tedder made a motion, which was seconded by Mrs. Allen to approve the minutes. Unanimous approval.

Mr. Schulze reminded everyone of the combined Finance and Board meeting on December 17th at 7:30 a.m.

He also reminded everyone to review the educational conference and to update Ms. Crawford with their selection as soon as possible.

Mrs. Mecherle also stated that the Governance Committee meeting for December 19th has been cancelled.

ADJOURN: The meeting adjourned at 9:40 a.m.

Respectfully submitted,

David Tedder
Secretary/Treasurer