

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

**MINUTES – November 29, 2017**

**BOARD MEMBERS PRESENT:** Terry Murray (Chair), Bill Himmelsbach (Vice-Chair), David Tedder (Secretary), David House, Kathy Cooper, Andrea Allen, Norman Bettle, M.D., Mark Dean, M.D., Faith Polkey, M.D., and Stacey Johnston, M.D.

**OTHERS PRESENT:** Russell Baxley, Alice Howard, Karen Carroll, Shawna Doran, Brian Hoffman, Kurt Gambla, D.O., Ken Miller, Chris Ketchie, Courtney McDermott, Allison Coppage, Laurie Martin, Daniel Mock, Susan Roos, Shannon Holwadel, Debbie Schuchmann, Mary Scott and Anna Sobiech

**ABSENT:** Paul Sommerville, Hugh Gouldthorpe

**Guests:** Robert Achurch (Howell Gibson Hughes)

**CALL TO ORDER:** Mrs. Murray called the meeting to order at 7:30 a.m., and stated that the Press had been notified. A motion was made by Mr. Himmelsbach to go into Closed Executive Session at 7:30 a.m. with the nine Board members to discuss Strategic Planning, and Personnel Matters. The motion was seconded by Mr. House, and unanimously approved.

**MOTION:** A motion was made by Mr. Himmelsbach to go into Executive Session at 9:12 a.m. to discuss Quality Improvement, Medical Staff Credentialing, Strategic Planning, Contractual Arrangements, Legal and Personnel Matters. The motion was seconded by Mrs. Cooper, and unanimously approved. The meeting re-convened to Open Session at 9:53 a.m.

**MOTION:** A motion was made by Mr. Himmelsbach, seconded by Mr. Tedder to go into Open Session for the purpose of taking action on contractual matters at 9:53 a.m.

**CONSENT AGENDA – Approval of Minutes for October 25, 2017, Committee Reports & Minutes, and Staff Reports.** Mr. House made a motion, which was seconded by Mr. Himmelsbach to adopt the agenda, amendment to the minutes and reports as presented. Unanimous approval.

**COMMITTEE CHAIR ISSUE IDENTIFICATION:** Mr. House made reference to the Finance Packet in particular stated that the Dashboard has been changed. The covenants (days cash, debt service coverage and debt to capitalization) were moved to the first three lines.

Mrs. Cooper brought forth information from the Governance Committee which was held on November 28, 2017. She reported that the committee reviewed the education requirements for 2016/2017. Documentation of attendance by Board Members at conferences or webinars needs to be provided to Anna Sobiech. Board Members are required to attend one conference every other year and one webinar every year. Board Members have been asked to forgo attendance at leadership training conferences this year (calendar year) due to budget constraints. Mrs. Cooper will provide a copy of the Board Orientation Table of Contents with the Governance Committee

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Minutes. The Board Orientation Packet will be placed on BoardEffect/Board/Library as a reference tool. Certain updates are made yearly. Mrs. Cooper reported that Mr. Himmelsbach submitted a reappointment request to County Council. Because Dr. Dean declined his continuation on the Board, the Governance Committee started the process of researching a replacement. The intent is to replace Dr. Dean with another physician. Mrs. Cooper provided a brief report on the Board evaluation. The three main areas of improvement that were noted by the committee were: support of the Foundation, need for a Board retreat (focus to be on board education) within the next quarter and increase board interaction with medical staff. Also discussed in the Governance Committee meeting was the following: having more formalized highlights regarding committee meetings (chairman of the committee reporting on two important issues); advanced issuing of board packet – best practice is to receive the packet a week in advance of the meeting; creating a master calendar inclusive of the board for example quality plan, EOC plan, etc. (committee chair would add to the master calendar as needed). Mrs. Cooper referenced the recruitment of new board members and the need for assistance and input from every board member to bring one potential prospect (specifically physicians, finance background, law background). Mr. Tedder requested that items brought forth by the Governance Committee be readdressed at the next board meeting in December and reach a consensus and follow up plan. Discussion ensued regarding communication of physicians to board members.

**Slate of Officers:** Mrs. Cooper on behalf of the Governance Committee submitted the following candidates for Officers for the 2018/2020 Board years: David House as Chair of the Board of Trustees; David Tedder as Vice Chair; and Andrea Allen for Secretary. Mrs. Murray indicated that the vote will be brought to the Board on the January 2018 Agenda; also during that time, Mrs. Murray will call for nominations from the floor. The new chair will take over March 1, 2018.

**BMH FOUNDATION:** Debbie Schuchmann reported that Sarah Dyson was voted by the Foundation Board to replace Hugh Gouldthorpe as Chair of the Board. Hampton Long has been nominated to the Foundation Board. The Foundation secured \$167K this past month versus the previous year of \$54K. Mrs. Murray indicated that the appointments will be brought to the Full Board for approval in December.

**MEDICAL STAFF:** Dr. Bettle indicated that there were no outstanding issues.

**MEDICAL STAFF – *Credentials:*** The following practitioners requested appointment: Gratia, Claudel, MD, Locums Tenens/ Medicine-Hospitalist; Habibullah, Masud, MD, Locums Tenens/ Medicine- Hospitalist; Juersivich, Adam, MD, Consulting/Medicine- Neurology(Telemedicine); Looti, Lekoubou, MD, Consulting/Medicine-Neurology (Telemedicine); Mayer, Emily, NP, Prov. Allied Health/ Medicine-Infectious Disease; Wechsler, Jason, MD, Prov. Active/Medicine-Internal Medicine.

Reappointment: Webb, Robert, MD, Consulting/ Medicine-Internal Medicine; Annibale, David J., MD, Consulting/ Telemedicine-Pediatrics; Bell, Louis, MD, Consulting/ Medicine-Gastroenterology; Cahill, John, MD, Consulting/ Telemedicine-Pediatrics; Gwozdz, Glenn, MD, Consulting/ Medicine- Consulting/ Telemedicine-Pediatrics Gastroenterology; Jenkins, Dorothea, MD, Consulting/ Telemedicine-Pediatrics; Katikaneni, Lakshmi, MD, Consulting/ Telemedicine-Pediatrics; Koch, Frances, MD, Consulting/ Telemedicine-Pediatrics; Lee, Kimberly, MD, Consulting/ Telemedicine-Pediatrics; Moore, D. Scott, MD, Consulting/

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Emergency Medicine; Ross, Julie, MD, Consulting/ Telemedicine-Pediatrics; Ryan, Rita, MD, Consulting/ Telemedicine-Pediatrics; Southgate, William, MD, Consulting/ Telemedicine-Pediatrics; Taylor, Sarah, MD, Consulting/ Telemedicine-Pediatrics.

Six month review: Yurcaba, Erica, NP, Prov. Allied Health/ Medicine-Hospitalist; Norton, Julien, MD, Prov. Associate/ Surgery- Otolaryngology; Garcia-Salas, Alejandro, MD, Prov. Community Active/ Medicine-Internal Medicine; Thompson, Richard, MD, Prov. Consulting/ Emergency Medicine.

Resignations: Carter, Niles, MD, Associate/OB/GYN; Baker, Erik, MD, Active/ Medicine-Internal Medicine.

Mr. Himmelsbach made a motion, which was seconded by Mrs. Cooper to accept the Credentials Committee recommendations as presented.

**ACTION ITEMS, POLICIES, DISCUSSION OR SUPPLEMENTAL INFORMATION:**

**Discussion and action on Letter of Intent with Developer Hammes Partners for Bluffton Facility will be postponed to the December Meeting.**

**MOTION TO ACCEPT THE BEAUFORT MEMORIAL HOSPITAL QUALITY & SAFETY PLAN FOR OCTOBER 2017 – SEPTEMBER 2018 AS PRESENTED BY THE QI COMMITTEE.** Mr. Tedder made the motion, which was seconded by Mrs. Cooper. Unanimous approval.

**MOTION TO ACCEPT THE MEDICAL STAFF BYLAWS AMENDMENTS AS PRESENTED BY THE QI COMMITTEE.** Mr. Tedder made the motion, which was seconded by Mrs. Cooper. Unanimous approval.

**Mrs. Murray indicated that the February 2018 Board meeting will be held on February 28<sup>th</sup>. The correction will be made on the 2018 schedule. Board meetings are held on the last Wednesday of each month.**

**MANAGEMENT REPORT** – Mr. Baxley provided a brief update on the Birthing Center indicating that we are experiencing delays. Completion target date is August 2018.

CT Renovations – should be finalizing project pricing for electrical and HVAC concerns and start construction in the next couple of months.

Trauma Presentation – Mr. Baxley presented the pros and cons of a Level III Trauma Designation in the board packet. Brief discussion ensued. Mrs. Murray asked that the minutes reflect that the Board is fully in agreement to have BMH pursue with the application for a Level III Trauma Designation. Mr. Baxley will take this to the Medical Staff for their agreement. Dr. Gambla indicated that this topic is on the agenda for the next MEC meeting.

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Renovations at BMAC & BMP – Mr. Baxley reported on the ongoing discussions regarding the moving of practices to create an Oncology Center at BMP.

Wellness Works – Mr. Baxley indicated that Victoria, the corporate health consultant, started to meet with all department directors to bridge gaps regarding the direct to employer wellness and occupational health program. The goal is to start communicating with employers the first of the year.

Balanced Scorecard – Mr. Baxley credited the progress to the team who drive the initiatives.

**ADJOURN:** The meeting adjourned at 10:28 a.m.

Respectfully submitted,

David Tedder  
Secretary