

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

MINUTES – April 24, 2019

BOARD MEMBERS PRESENT: David House (Chair); David Tedder (Vice-Chair); Andrea Allen (Secretary); Bill Himmelsbach; Kathy Cooper; Stephen Larson, M.D.; Faith Polkey, M.D.; Eric Billig, M.D.; Kathy McDonagh, Ph.D.

OTHERS PRESENT: Russell Baxley; Sarah Dyson; Paul Sommerville; Alice Howard; Karen Carroll; Ken Miller; Shawna Doran; Chris Ketchie; Brian Hoffman; Kurt Gambla, D.O.; Allison Coppage; Debbie Schuchmann; Courtney McDermott; Daniel Mock; Susie Roos; Ashley Hildreth; and Anna Sobiech

Absent: Norman Bettle, M.D.

Guests: Robert Achurch (Howell Gibson Hughes); Kelly Smith, CPA of Dixon Hughes Goodman, LLP (*on phone*)

CALL TO ORDER: Mr. House called the meeting to order at 8:00 a.m., and stated that the Press had been notified. A motion was made by Mrs. Cooper to go into Closed Executive Session at 8:00 a.m. with the nine Board members to discuss Strategic Planning, and Personnel Matters. The motion was seconded by Dr. Polkey, and unanimously approved.

MOTION: A motion was made by Mrs. Cooper to go into Executive Session at 8:35 a.m. to discuss Quality Improvement, Medical Staff Credentialing, Strategic Planning, Contractual Arrangements, Legal and Personnel Matters. The motion was seconded by Dr. Polkey, and unanimously approved. The meeting re-convened to Open Session at 9:58 a.m.

ACTION ITEMS, POLICIES, DISCUSSION OR SUPPLEMENTAL INFORMATION:

Finance – Mr. Himmelsbach reported that the Finance Committee met on Monday, April 22, 2019 and is recommending acceptance to the Board the audit as presented. He indicated that the audit report is in the board packet. Mr. Miller indicated that the audit did not reveal any material weaknesses. He did indicate that because of a timing issue due to Foundation changes in leadership, a check that should have been issued to the hospital was overlooked. The amount was material and needed to be reported. Mr. Miller believes this was an isolated matter and not a systematic issue. Mr. Miller thanked the Accounting staff for their diligent work. Mr. Miller reported that the SC Pension information was received March 21, 2019, which delayed the final audit report. Ms. Smith referenced the Report to the Board of Trustees and indicated that the contents are unchanged from what was presented in January and the only change was related to the SC pension and the addition of the Management Discussion and Analysis Report. She clarified that the pension adjustment that was reported, once it became available, is not considered an audit adjustment. Ms. Smith indicated that the Foundation isolated matter is considered a significant deficiency in reporting and not considered a material weakness. Ms.

Smith opened the floor for questions. Ms. Smith then provided a brief synopsis pointing out the changes resulting from the pension adjustment.

MOTION FOR THE BOARD OF TRUSTEES TO RECEIVE AND ACCEPT THE FINAL AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2018 AS PRESENTED BY THE FINANCE COMMITTEE. Mr. Tedder made the motion, which was seconded by Mrs. Cooper. Unanimous approval.

It is noted that Ms. Smith ended her call.

HUMAN RESOURCES REPORT – Mr. Hoffman provided a brief one-year overview and summarized information relating to hiring, retention, terminations and employee safety. He also provided a brief overview of BMH’s investments to its employees.

Mr. Baxley clarified that BMH needs to engage the services of Sullivan Cotter & Associates to provide an evaluation on BMH’s executive staff. Mr. House indicated that this practice should be done every two years and the results provided to the Board. A brief discussion ensued regarding nursing strategies. Mr. Miller reported on the reorganization of the entire IT Department to report to one person. An interim leader was selected with Ms. Cheryl Brown as the Assistant Director for the Department. Mr. Miller reviewed the issues related to technology and the corrective measures that are being administered. The goal is to develop a long-term plan and make changes for improvements relating to a reliable simple system and to have oversight in developing a master plan.

MOTION TO APPROVE THE HUMAN RESOURCES REPORT AS PRESENTED: Mr. Tedder made a motion, which was seconded by Dr. Billig. Unanimous approval.

CONSENT AGENDA – Approval of Minutes for March 27, 2019, Committee Reports & Minutes, and Staff Reports. Mr. Tedder made a motion, which was seconded by Mrs. Allen to adopt the agenda, amendment to the minutes and reports as presented. Unanimous approval.

COMMITTEE CHAIR ISSUE IDENTIFICATION:

Finance – Mr. Himmelsbach reviewed the budget plan for next year: assumptions for 2020 budget will be reviewed in June, first review of budget in August, and adoption in September.

Quality – Mr. Tedder will discuss with the Chairman how to better present Quality and quality issues in order to have more meaningful discussions at the board level.

BMH FOUNDATION: Mrs. Dyson indicated that the tour of the OR on April 29th was well attended. The Foundation received a grant for \$89K. \$50K will be earmarked to Sickle Cell and the balance to other programs. Mrs. Dyson thanked Dr. Collins for achieving the grant.

MEDICAL STAFF: Dr. Gambla indicated that there were no outstanding issues. The creation of a new Telemedicine category will be discussed next month.

MEDICAL STAFF – *Credentials*: The following practitioners requested appointment: Benn, James, NP, Allied Health Professional/Medicine-Psychology-Joining BPP; Bowe, Andrew, DO, Locum Tenens/Pediatric-Hospitalist; Ceylon Rowland, MD, Active/OB/GYN-Joining Beaufort Jasper Comp Health; Edwards, Roxanne, MD, Locum Tenens/ Pediatric- Hospitalist; Leonard, Bruce, MD, Consulting/Radiology; Norris, Justin, MD, Consulting/Emergency Medicine; Patel, Ravkumar, MD, Active/Hospitalist-Internal Medicine; Powers, Susan, CRNA, Dependent Staff/ Anesthesiology; Ressler, Betti, MD, Locum Tenens/Pediatric-Hospitalist; Rishmawi, Sami, MD, Locum Tenens/ Pediatric- Hospitalist; Sizemore, Kent, MD, Locum Tenens/Pediatric-Hospitalist; Vigil, Allison, FNP, Allied Health Professional/ Internal Medicine-Express Care.

Reappointment: Alderman, Daniel, MD, Consulting/Radiology; Benton, Margaret, NP, Allied Health Professional/Medicine-Psychiatry; Butterfield, Lee, MD, Active/Medicine-Cardiology; Caglayan, Emre, PA-C, Allied Health Professional/ Orthopedics; Coleman, Lawrence, MD, Active/Pediatrics; Crisologo, John, MD, Active/Medicine-Gastroenterology; Dishler, Pauline, CRNA, Dependent Practitioner/ Anesthesiology; Floyd, Joseph, MD, Active/Pediatrics; Fontana, John, MD; Active/OB/GYN; Haigler, Stuart, MD, Locum Tenens/Medicine-Hospitalist; Vargo, Neeta, MD, Consulting/Radiology-VRC; Keane, Timothy, MD, Active/Pediatrics; McCorvey, Barbara, MD, Consulting/Radiology-VRC; Meehan, Patrick, MD, Active/Internal Medicine-Hospitalist; Miller, Natalie, PA-C, Allied Health Professional/ Emergency Medicine; Unsell Bryan, MD, Consulting/Radiology-VRC; Robinson, Ronald, MD, Active/Radiology; Zahra, Khalil, MD, Consulting/Radiology-VRC; Ruocco, Martin, MD, Consulting/Radiology-VRC; Schrift, David, MD, Locum Tenens/Medicine-Critical Care; Simmons, George, MD, Active/Anesthesiology; Tucker, Carey, PA-C, Allied Health Professional/ Emergency Medicine; Watts, Robert, MD, Consulting/Radiology-VRC.

Resignations: Sheldon, Lucas, MD, Consulting/Radiology-VRC; Halterman, Sandra, MD, Active Navy/Surgery-O&M.

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

Corporate Compliance Report – was submitted for informational purposes.

MANAGEMENT REPORT – Mr. Baxley indicated that Labor and Delivery will be moving from 2 Central back to the first floor; however, the front entrance will be open on Monday. The bathrooms in the L&D rooms were not included in the original scope of the project. The plan is to renovate two bathrooms at a time. Mr. Baxley indicated that an agreement will be signed with Passport USA to hire six nurses and fourteen nurses ready to be hired after graduation.

Legislative Update – Mr. Baxley indicated that this topic was discussed in Strategic Planning. He referenced the article regarding debt set off and the potential legislation to eliminate the program all together which will have a negative effect on the hospital.

ADJOURN: The meeting adjourned at 10:50 a.m.

Respectfully submitted,

Andrea Allen
Secretary