

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

MINUTES – July 31, 2019

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

OTHERS PRESENT: Russell Baxley; Ken Miller; Sarah Dyson; Alice Howard; Karen Carroll; Chris Ketchie; Brian Hoffman; Allison Coppage; Debbie Schuchmann; Courtney McDermott; and Anna Sobiech

Absent: David House (Chair); Paul Sommerville; Shawna Doran; Kurt Gambla, D.O.

Guests: Robert Achurch (Howell Gibson Hughes); Armen Arakelian, BMH Director Information Systems

CALL TO ORDER: Mr. Tedder on behalf of Mr. House 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 eight Board members to discuss Strategic Planning, and Personnel Matters. The motion was seconded by Dr. McDonagh, and unanimously approved.

MOTION: A motion was made by Mr. Himmelsbach to go into Executive Session at 8:15 a.m. to discuss Quality Improvement, Medical Staff Credentialing, Strategic Planning, Contractual Arrangements, Legal and Personnel Matters. The motion was seconded by Dr. McDonagh, and unanimously approved. The meeting re-convened to Open Session at 9:28 a.m.

MOTION: A motion was made by Mr. Himmelsbach to go into Open Session at 9:28 a.m. The motion was seconded by Dr. McDonagh, and unanimously approved.

CONSENT AGENDA – Approval of Minutes for June 26, 2019, Committee Reports & Minutes, and Staff Reports. Mrs. Cooper made a motion, which was seconded by Dr. McDonagh to adopt the agenda, amendment to the minutes and reports as presented. Unanimous approval.

COMMITTEE CHAIR ISSUE IDENTIFICATION:

Governance Committee: Mrs. Cooper reminded Board Members to submit their BMH Board Evaluation Performance Assessment as soon as possible if they have not done so.

Compliance Committee: Mrs. Allen reported that DOJ provided new compliance guidelines. She indicated that Allison Coppage and staff are making sure BMH is compliant.

Finance: Mr. Himmelsbach indicated that June was a strong month. Cash collection decreased partially due to Medicare “dark days.” Mr. Himmelsbach expressed the Board’s appreciation of administration and staff.

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

MEDICAL STAFF – *Credentials*: The following practitioners requested appointment: Fakhar, Kaihan, MD, Active/Surgery/Ophthalmology; Lopez Tablas, Jose, MD, Active/Pediatric-Pediatric Hospitalist; McLaughlin, Matthew, DO, Active/Medicine-Critical Care; Patel, Ravikumar, MD, Active/Medicine-Hospitalist; Reynolds, Jarrod, MD, Active/Medicine-Hospitalist; Robinson, Taylor, NP, Allied Health Professional/Medicine; Tavel, Edward, MD, Community Active/Anesthesiology-Pain Medicine; Thornberry, Lauren, DPM, Associate Navy/Surgery-Podiatry.

Reappointment: Anderson, Bonnie, MD, Consulting/ Radiology-VRC; Banerjee, Chirantan, MD, Consulting/ Telemedicine-Neurology; Burrus, Edward, MD, Active/Surgery-General Surgery; Choe, Leo, DO, Active/Medicine-Hospitalist; Collins, Bradford, MD, Active/Surgery-Pathology; D’Orazio, Kate, PA-C, Allied Health Professional/ Emergency Medicine; Gillespie, Kyle, DPM, Navy Active/Surgery-Podiatry; Haines, Joe, MD, Community Active/Medicine-Family Practice; Hunter, David, MD, Consulting/ Surgery-Ophthalmology; Kolb, Ronald, PA-C, Allied Health Professional/ Emergency Medicine; Kumjian, Dana, MD, Consulting/ Medicine-Nephrology; Larson, Stephen, MD, Consulting/Emergency Medicine; Miler, Margaret, PA-C, Allied Health Professional/Medicine- Gastroenterology; Pearce, Holton, MD, Active/Surgery-General Surgery; Phillips, David, MD, Consulting/Emergency Medicine; Robinson, Julie, MD, Consulting/Surgery-Pathology; Reibold, Gretchen, PA-C, Allied Health Professional/Medicine; Rishmawi, Sami, MD, Locum Tenens/Pediatrics; Sizemore, Kent, MD, Locum Tenens/Pediatrics; Sisco, Stephen, MD, Active/Surgery-General Surgery.

Resignations: Duttonhaver, John, MD, Consulting/Medicine-Oncology; Bloss, Michael, MD, Consulting/Radiology-VRC; Khatod, Elaine, MD, Consulting/Radiology-VRC; Confer, Rand, MD, Consulting/Radiology-VRC; Burdette, David, MD, Consulting/Radiology-VRC; Gibson, Aprile, MD, Consulting/Radiology-VRC; Jain, Shelly, MD, Consulting/Radiology-VRC; Korangy, Shahin, MD, Consulting/Radiology-VRC, Vargo, Neeta, MD, Consulting/Radiology-VRC; Culbreath, Jeffrey, DDS, Active Navy/Surgery-Oral & Maxillofacial.

After review and recommendation by MEC and then QIC, Dr. McDonagh made a motion, which was seconded by Mrs. Cooper to accept the Credentials Committee recommendations as presented. Unanimous approval.

BMH FOUNDATION: Mrs. Dyson indicated that the Tidalholm Fundraiser (Fete en Blanc) will be held in August and the BMH Employee Rails & Ales event to be held in October. The focus will also be on the Annual Appeal letter. She indicated that the Allocation Committee will be meeting in September.

ACTION ITEMS, POLICIES, DISCUSSION OR SUPPLEMENTAL INFORMATION:

MOTION TO ACCEPT THE RECOMMENDATION OF THE MEDICAL STAFF RELATING TO THE APPROVAL OF REFERRAL SERVICES IMAGING AS PRESENTED. Mrs. Cooper made the motion, which was seconded by Mrs. Allen. Unanimous approval.

As discussed in previous meetings, Mr. Baxley explained the need for a market adjustment for nursing staff. The amount requested is \$2.3M (equating to a \$3/hour increase based on experience). Mr. Baxley provided information on the potential impact in an estimation of various offsets/savings. Because retention leads to stability, Mr. Baxley is asking the Board's approval of this increase this year (1/12) which is outside the budgetary process. This will be tracked and monitored. Mr. Baxley indicated that market adjustment for CT, MRI and CMAs will also be included.

MOTION TO APPROVE THE MARKET RATE ADJUSTMENTS FOR NURSES TO BE EFFECTIVE IN THE MONTH OF SEPTEMBER AS REQUESTED BY THE ADMINISTRATIVE STAFF. Mrs. Cooper made the motion, which was seconded by Mrs. Allen. Unanimous approval.

MANAGEMENT REPORT – Mr. Baxley referenced Beaufort 2030 which was included in the packet. He indicated that BMH expressed interest in getting involved with the groups that are dealing with health issues, housing, and nursing shortages.

Mr. Baxley reported on the intent to renovate the 2nd floor Lab of the BMP by adding registration booths and changing the patient flow by enlarging the waiting area. Improvements to the area would result in an outpatient center.

Workplace safety – Mr. Baxley indicated that BMH is retaining an architect to improve the physical structure of the ER waiting room to be HIPAA compliant, add privacy and improve the registration process and patient flow in the area. He referenced BMH's subcommittee on safety set up to address valid concerns of staff and take appropriate steps. Signage will be placed within the hospital regarding addressing work place violence.

Inpatient falls – Karen Carroll indicated that interventions are in place, and efforts around being more cautious and having sitters with patients have been instituted. Any unplanned descent to the floor is considered a fall.

ADJOURN – A motion was made by Mrs. Allen, and was seconded by Dr. McDonagh, to adjourn the meeting. Unanimous approval. The meeting adjourned at 9:59 a.m.

Respectfully submitted,

Andrea Allen
Secretary