

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

**MINUTES – November 20, 2019**

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

**OTHERS PRESENT:** Russell Baxley; Ken Miller; Paul Sommerville; Hampton Long; Alice Howard; Karen Carroll; Shawna Doran; Kurt Gambla, D.O.; Chris Ketchie; Brian Hoffman; Allison Coppage; Debbie Schuchmann; Armen Arakelian and Anna Sobiech

**Guests:** Robert Achurch (Howell, Gibson Hughes, P.A.)

**CALL TO ORDER:** 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. Tedder 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 Mrs. Cooper, and unanimously approved.

**MOTION:** A motion was made by Mr. Tedder to go into Executive Session at 8:20 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 9:27 a.m.

**MOTION:** A motion was made by Mrs. Allen to go into Open Session at 9:27 a.m. The motion was seconded by Mrs. Cooper and unanimously approved.

**MOTION TO AUTHORIZE THE CEO TO ENTER INTO DISCUSSIONS AND NEGOTIATIONS REGARDING THE FACILITY KNOWN AS THE OLD KEYSERLING CANCER CENTER AS DISCUSSED IN EXECUTIVE SESSION.** Mr. Tedder made the motion, which was seconded by Mrs. Allen. Unanimous approval.

**MOTION TO AMEND THE AGENDA TO ADD UNDER THE ADOPTION OF ACTION ITEMS, POLICIES SECTION, THE TIME SENSITIVE MATTER, THE APPROVAL TO ADD THE ENCOMBANT BOARD MEMBER NAME TO COUNTY COUNCIL.** Mrs. Cooper made the motion, which was seconded by Mr. Tedder. Unanimous approval.

**CONSENT AGENDA – Approval of Minutes for October 30, 2019, Committee Reports & Minutes, and Staff Reports.** Mr. Tedder made a motion, which was seconded by Mrs. Cooper, and unanimously approved to adopt the agenda, amendment to the minutes and reports as presented. Unanimous approval.

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Karen Carroll provided information regarding the Apprentice Carolina Program that is a TCL statewide initiative to grow the work force internally with partnerships.

Brief discussion regarding the reasons why employees submit their resignations.

**COMMITTEE CHAIR ISSUE IDENTIFICATION:**

**Finance Committee:** Mr. Tedder, on behalf of Mr. Himmelsbach, provided an update on Finance. He indicated that Dixon Hughes Goodman, LLP [DHG] provided the pre-audit communication. DHG also provided contact information should any member have questions or issues (Anna Sobiech is able to provide the contact information). Mr. Tedder indicated that the audits are currently being conducted quarterly. Revenue for October was the highest in twelve months. Expenses were down. Surgeries were the highest in a twelve-month period. Days cash on hand was lower due to an anticipated expenditure. Mr. Baxley explained how this information is shared with employees. Mr. Tedder also indicated the volume of Beaufort Physician Practices, at 22,784 visits, was the highest in twelve months. Mr. Baxley acknowledged Chris Ketchie, Dr. Gambla and their teams, along with the Medical staff for this achievement.

**BMH FOUNDATION:** Mr. House introduced the new Chairman of the Foundation, Mr. Hampton Long. Mr. Long acknowledged the outstanding dedication of Mrs. Sarah Dyson. Mr. Long indicated that \$50K was received as an estate gift for the Cancer Center. He also acknowledged the generosity of the Gray family who pledged \$100K to the Surgical Pavilion. Mr. House indicated that at age 70-1/2, an individual could make a contribution directly from their IRA distribution to the charity as a 100% deductible (no taxes). He encouraged informing others about making a contribution from an IRA. Upon request, Debbie Schuchmann is able to provide a document that explains this. Mr. Long indicated seeking advice from the individual's CPA and financial advisor.

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

**MEDICAL STAFF – *Credentials:*** The following practitioners requested appointment: Scotty, Martha, MD, Navy Active/Surgery-Oral& Maxillofacial Surgery; Beaver, Barney, MD, Locum Tenens/Medicine-Cardiology; Perry, Alec, PA-C, Allied Health Professional/ Emergency Medicine; Patel, Neil, G, MD, Consulting/Telemedicine-Neurology(Stroke-MUSC); Matmati, Kelly, MD, Consulting/Telemedicine-Neurology (Stroke-MUSC); Scott, Douglas, MD, Active/Orthopedics (Beaufort Orthopedics); Taylor, Amy, NP, Allied Health Professional/Medicine- Bluffton Express Care; Buchan, Kayla, PA-C, Allied Health Professional/ Emergency Medicine.

Reappointment: Webb, Robert, MD, Community Active/ Medicine- Internal Medicine; Annibale, David, MD, Consulting/ Telemedicine- Pediatrics; Bell, Louis, MD, Consulting/ Medicine- Gastroenterology; Cahill, John, MD, Consulting/ Telemedicine- Pediatrics; Gratia, Claudel, MD, Active/ Medicine- Hospitalist; Gwozdz, Glenn, MD, Consulting/ Surgery-Gastroenterology; Hall, Andrea, NP, Allied Health Professional/ General Surgery; Habibullah, Masud, MD, Active/ Medicine-Ho Consulting/ Telemedicine-Neurology spitalist; Jenkins,

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Dorothea, MD, Consulting/ Telemedicine- Pediatrics; Juersivich, Adam, MD, Consulting/ Telemedicine-Neurology; Katikaneni, Lakshmi, MD, Consulting/ Telemedicine- Pediatrics; Koch, Frances, MD, Consulting/ Telemedicine- Pediatrics; Lee, Kimberly, MD, Consulting/ Telemedicine- Pediatrics; Looti, Alain, MD, Consulting/ Telemedicine- Pediatrics; Mayer, Emily, NP, Allied Health Professional/ Infectious Disease; Moore, D Scott, MD, Consulting/ Emergency Medicine, Ross, Julie, MD, Consulting/ Telemedicine- Pediatrics; Ryan, Rita, MD, Consulting/ Telemedicine- Pediatrics; Southgate, William, MD, Consulting/ Telemedicine- Pediatrics; Wechsler, Jason, DO, Active/ Medicine-Hospitalist.

Addition of Privileges: Bersani, Tiffany, MD, Associate/OB/GYN (Addition of DaVinci Privileges).

Resignations: Schrift, David, MD, Locum Tenens/Medicine-Critical Care.

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

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

**Governance Committee** – Mrs. Cooper referenced the Cash Management Policy that was discussed in Governance Committee. This reflects a revision of wording provided by Mr. Miller. No questions were asked.

**MOTION TO ACCEPT THE CASH MANAGEMENT POLICY AS PRESENTED BY THE GOVERNANCE COMMITTEE.** Mrs. Cooper made the motion, which was seconded by Dr. McDonagh. Unanimous approval.

**MOTION TO RECOMMEND TO COUNTY COUNCIL THE REAPPOINTMENT OF DAVID HOUSE FOR AN ADDITIONAL FOUR-YEAR TERM TO THE BOARD OF TRUSTEES.** Mrs. Cooper made a motion to forward the recommendation to County Council, which was seconded by Mr. Tedder. Unanimous approval.

**MANAGEMENT REPORT** – Mr. Baxley referenced the employee satisfaction results. He indicated that the You First Article provided a valid summary of the results. Mr. Baxley provided a high-level review of the results and how they are being addressed. He emphasized that BMH has not raised the benefits costs to BMH employees in 2-1/2 years (absorbing \$2.5M in costs every year). He indicated that a major concern being addressed is communication between departments (the goal is to increase this score and create more effective communication between departments and middle managers communicating to staff). BMH is also working on other satisfiers to increase moral. Mr. Baxley reported on the Leadership Development Institute [LDI] and the one-day retreat with middle management.

Mr. Baxley referenced the physician satisfaction results (all medical staff). He provided the highlights of the results and indicated that the focus will be on communication and staffing.

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Mission, Vision and Values – Mr. Baxley indicated that recrafting the mission, vision and values was the topic of engagement amongst the staff at the LDI. The focus groups with stakeholders revealed the following categories: core values, essential values, aspiration values and accidental values. Mr. Baxley indicated that BMH is seeking the Board’s input before it is published externally. Discussions ensued.

**ADJOURN** – A motion was made by Mr. Tedder, and was seconded by Mrs. Cooper, to adjourn the meeting. Unanimous approval. The meeting adjourned at 10:15 a.m.

Respectfully submitted,

Andrea Allen  
Secretary