

**BEAUFORT MEMORIAL HOSPITAL BOARD OF TRUSTEES
BOARD MEETING BY WEBEX (DUE TO COVID-19) – OPEN SESSION**

MINUTES – May 20, 2020

BY WEBEX: Bill Himmelsbach (Vice-Chair); Kathy Cooper (Secretary); Andrea Allen; Kathy McDonagh, Ph.D.; Richardson LaBruce; Faith Polkey, M.D; Stephen Larson, M.D.; Hampton Long

PRESENT: David House (Chair); Eric Billig, M.D.; Russell Baxley; Ken Miller; Karen Carroll; Kurt Gambla, D.O.; Kurt Ellenberger, M.D.; Shawna Doran; Allison Coppage; Chris Ketchie; Brian Hoffman; Courtney McDermott; Debbie Schuchmann; Ashley Hildreth; and Anna Sobiech

Absent: Alice Howard; Paul Sommerville

Mr. House took roll call.

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 Dr. Billig 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 Dr. Billig to go into Executive Session at 8:00 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 9:02 a.m.

Mr. House provided the mission statement.

Ms. Karen Carroll provided a patient story.

CONSENT AGENDA – Approval of Minutes for April 22, 2020, Committee Reports & Minutes, and Staff Reports. Mr. Himmelsbach made a motion, which was seconded by Dr. Billig, to adopt the agenda, amendment to the minutes and reports as presented. Unanimous approval/no oppositions.

The Annual HR Report – Mrs. Cooper indicated that as stated in the bylaws, it is the responsibility of the board to monitor licensures and certifications and therefore she asked that this be reflected in the HR reporting. Mr. Hoffman stated that DHEC provided extensions of staff level licensures and certifications (such as BLS, acute care life support, nursing licenses, etc.) until September for those expiring during COVID-19. *Going forward the annual report will document the positions that need to be licensed or certified.*

COMMITTEE CHAIR ISSUE IDENTIFICATION:

Finance Committee: Dr. McDonagh provided a brief update on the Finance Committee meeting held on Monday, May 18, 2020. She indicated that April was a challenging month and

commended management for standing up to the challenge and the myriad of issues. She indicated that BMH benefited from The Federal CARES Act Provider Funding in April in the amount of \$5M and a \$7.7M infusion of funds for May.

Governance Committee: Mrs. Cooper indicated that the committee reviewed the bylaws and will be bringing the suggested changes to the board after communication with Mr. Don Myer (legal counsel). She also indicated that Mrs. Andrea Allen will be ending her term of 12 years in February 2021. She indicated that the Committee will start the process of searching for a replacement (discussion at the August meeting) and asked the Board Members to provide recommendations.

BMH FOUNDATION: Mr. Long reported that the Foundation Board continues to meet electronically/telephonically, focusing on the Foundation's COVID-19 Relief Fund (raising \$102K to date). He highlighted the letter sent to the top donors which outlined the steps that the hospital has taken during the COVID pandemic. This extra level of communication was sent out on Friday.

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

MEDICAL STAFF – Credentials: The following practitioners requested appointment: George, Ayodeji, MD, Locum Tenens/Medicine-Hospitalist; Huntley, Elizabeth, MD, Associate/Pediatrics; Quinn, Megan, NP, Locum Tenens/Medicine-Infectious Disease (Requesting Emergency Privileges); Rashid, Khurram, MD, Locum Tenens/Medicine-Hospitalist; Scott, Julie, NP, Locum Tenens/Medicine-Infectious Disease (Requesting Emergency Privileges).

Reappointment: Bisceglia, Margaret, NP, Allied Health Professional/ Ob/Gyn; Cargill, Brett, MD, Consulting/Emergency Medicine; Levin, Julian, MD, Community Active/ Medicine-Express Care; McDonnell, Kevin, MD, Consulting/ Radiology-VRC; Swofford, Rebecca, PA-C, Allied Health Professional/ Internal Medicine; Tambroni-Parker, Catherine, CNM, Allied Health Professional/ Ob/Gyn; Wilson, Addison, MD, Navy Active/Orthopedics.

Requesting Additional Privileges: Chabrier-Rosello, Jorge, MD, Active/Medicine-Palliative Care - Tabled. Pending verification of training.

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

CMO Report: Dr. Gambla provided a brief update on the AAPL physician training (virtual training) and skill sets for succession planning. The redline version of the Bylaws is complete (with the assistance of legal counsel) and will be brought to MEC for approval and then to the Board. 340B discussion are ongoing.

ACTION ITEMS, POLICIES, DISCUSSION OR SUPPLEMENTAL INFORMATION:

MOTION FOR THE BOARD OF TRUSTEES TO RECEIVE AND ACCEPT THE CREDENTIALING PRACTITIONERS IN THE EVENT OF A DISASTER, MS. 12; PATIENT SATISFACTION SURVEY, PL 01.01; AND THE ON-CALL PLAN AS PRESENTED BY THE QUALITY COMMITTEE. Dr. Billig made the motion, which was seconded by Dr. McDonagh. Unanimous approval.

MOTION TO APPROVE THE HUMAN RESOURCES ANNUAL REPORT AS PRESENTED. Dr. Billig made the motion, which was seconded by Mr. Himmelsbach. Unanimous approval.

MANAGEMENT REPORT:

COVID-19 Update and Discussion – Mr. Baxley provided an update. He provided current BMH statistics. He indicated that the combination of solid team planning, reducing expenses and The Federal CARES Act Provider Funding has kept BMH’s financial situation well ahead of budget. BMH is slowly rebounding with elective procedures and ER volumes. He indicated that with good research and validating PPEs, as well as the qualitative and quantitative testing of masks, BMH is well prepared. He provided an update on in-house testing. Mr. Baxley indicated that working through this pandemic has uncovered opportunities to correct inefficiencies dealing with the pandemic in the ER and Labs.

Mr. Baxley congratulated the team in the hospital for an amazing job, the Quality Department, in particular Ashley Hildreth, Sherri Raybon, and Melissa Ford for their long hours and weekends working with Infection Control Policies, etc. He thanked and acknowledged the Express Care physicians and staff who worked tirelessly as the front “catch all” with Amanda Martin and Angie Barber heading the departments. He acknowledged Human Resources for screening employees returning to work and then he stated that the whole hospital has pulled together following policy and protocol (with reduced hours at times). Mr. House on behalf of the Board will send communication directly to the employees through the newsletter. Mr. House stated that he has never been more proud to be associated with the hospital and the people that work here. Congratulations!!

ADJOURN – A motion was made by Dr. Billig, and was seconded by Mrs. Allen, to adjourn the meeting. Unanimous approval. The meeting adjourned at 9:40 a.m.

Respectfully submitted,

Kathy Cooper
Secretary