



**Petersburg Borough  
Petersburg Medical Center**

12 South Nordic Drive  
Petersburg, AK 99833

**Meeting Minutes  
Hospital Board  
Regular Meeting**



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Thursday, March 28, 2024

5:30 PM

Assembly Chambers

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**1. Call to Order/Roll Call**

Member Cook called the meeting to order at 5:30 pm and conducted roll call.

**PRESENT**

Chairman Jerod Cook  
Board Member Heather Conn  
Board Member Marlene Cushing  
Board Member Kimberley Simbahon  
Board Member Joe Stratman

**ABSENT**

Board Member Cindi Lagoudakis  
Board Member Mika Hasbrouck

**2. Approval of the Agenda**

A motion was made to approve the agenda.

Motion made by Board Member Conn, Seconded by Board Member Simbahon.  
Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman

**3. Approval of Board Minutes**

A. Approval of minutes for the February 22, 2024, board meeting.

Motion made by Board Member Cushing, Seconded by Board Member Stratman.  
Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman

**4. Visitor Comments**

None.

## 5. Board Member Comments

Member Cushing noted that a Long Term Care Survey was done earlier this month by federal and state representatives, and the survey team said they were witnessing exemplary care being given to residents at the long term care facility. She commended LTC staff and complimented them on this recognition.

Member Cook congratulated Phil for his accomplishment of finishing third on the Iditarod bike race.

## 6. Committee Reports

### A. Resource

Member Cook attended and reported that PMC is doing OK, and received a cost report influx of \$1M that will be moved into the reserves, which will help replenish what was removed over the past two years due to post-pandemic challenges.

### B. LTC

Member Cushing reported this was held on March 20, with a review of reports and discussion of the survey visit.

### C. CAH

Member Stratman attended and reported that they reviewed the active policy list, which will be further refined and brought to the Policy Committee for review before coming before the board. The action item list was reviewed, with some action items being resolved and closed.

## 7. Reports

### A. Information Technology/EHR

J. Dormer provided a written report.

Member Stratman asked for clarification on the DAX Scribing system, which was explained by Dr. Hess that it improves billing and coding to the appropriate level of reimbursement, and improves the documentation process.

### B. Materials Management

M. Randrup provided a written report.

Member Cook asked for further information on options for reducing high shipping costs, which was addressed by CEO Hofstetter about the process Materials goes through to work with area partners to help reduce costs.

### C. Medical Records

K. Randrup provided a written report.

- D. Nursing  
J. Bryner provided a written report.

Member Stratman acknowledged and expressed support for PMC's initiative of offering CNA classes to high school students.

- E. New Facility  
J. Farmwald, PMC project manager, provided a written report.

J. Farmwald provided additional project scheduling highlights. CEO Hofstetter introduced Mike Kruse with Arcadis, the project management firm selected for the construction portion of the project. J. Farmwald expressed his appreciation and honor for working on the project, and will work to ensure a smooth transition with Arcadis. Member Cook thanked J. Farmwald for his efforts and contributions. PMC is actively pursuing various funding avenues, including requests to Senator Murkowski and Representative Mary Peltola. Community members are encouraged to reach out to legislators to voice support for the main hospital and long term care project.

- F. Quality & IP  
S. Romine, J. Bryner provided a written report.

- G. Executive  
P. Hofstetter provided a written report.

Member Cushing commented that she was impressed with the health fair and the quality of information and workshops. She noted that vendor participation was the highest she has seen. P. Hofstetter thanked the wellness, lab and employees who helped with the health fair, noting the amount of work that goes in to such an event. Additional highlights included an employee forum being scheduled for May 9. PMC received cost reimbursement, which will help replenish reserves depleted post-pandemic. Thank you to the Borough for funding to pay for a portion of the new mammogram equipment.

- H. Financials  
J. McCormick provided a written report.

He provided additional updates, including that PMC received Medicare repayments of \$1M which will be put into the short-term reserve account. This marks a significant comeback to those accounts impacted by the pandemic.

## **8. Old Business**

## **9. New Business**

- A. Presentation: Raising Colorectal Cancer Awareness  
Michele Parker, Beat the Odds

Presentation was given and questions answered.

## 10. Next Meeting

The next meeting will be April 25, 2024.

## 11. Executive Session

- A. By motion, the Board will enter into Executive Session to consider medical staff appointments/reappointments.

Motion made by Board Member Cushing, Seconded by Board Member Conn.  
Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman

By motion, the Board came out of Executive Session.

Motion made by Board Member Simbahon, Seconded by Board Member Stratman.  
Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman

Motion made to reappoint Catherine Kowalski, RP Pharmacy; and Valerie McWhorter, MD.

Motion made by Board Member Cushing, Seconded by Board Member Conn.  
Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman

## 12. Adjournment

The meeting was adjourned.

Motion made by Board Member Stratman, Seconded by Board Member Conn.  
Voting Yea: Chairman Cook, Board Member Conn, Board Member Cushing, Board Member Simbahon, Board Member Stratman