



**Petersburg Borough
Petersburg Medical Center**

12 South Nordic Drive
Petersburg, AK 99833

**Meeting Minutes
Hospital Board
Regular Meeting**



Thursday, May 23, 2024

5:30 PM

Assembly Chambers

1. Call to Order/Roll Call

A. Call to Order

Member Cook called the meeting to order at 5:30 pm

B. Roll Call

Member Cook conducted roll call.

PRESENT

Chairman Jerod Cook
Board Member Marlene Cushing
Board Member Cindi Lagoudakis
Board Member Joe Stratman
Board Member Mika Hasbrouck

ABSENT

Board Member Heather Conn
Board Member Kimberley Simbahon

2. Approval of the Agenda

A motion was made to approve the agenda.

Motion made by Board Member Stratman, Seconded by Board Member Lagoudakis.
Voting Yea: Chairman Cook, Board Member Cushing, Board Member Lagoudakis, Board Member Stratman, Board Member Hasbrouck

3. Approval of Board Minutes

A. Approval of minutes for the April 25, 2024, board meeting.

Motion made by Board Member Lagoudakis, Seconded by Board Member Hasbrouck.
Voting Yea: Chairman Cook, Board Member Cushing, Board Member Lagoudakis,

4. Visitor Comments

None.

5. Board Member Comments

Member Cushing congratulated the Petersburg High school graduating class, and expressed her hope that some of the graduates see their future as being a healthcare provider, and perhaps one in Petersburg.

6. Committee Reports

A. Resource

Member Lagoudakis attended. She noted that annual expenses, including insurance payments, will be due soon, with ongoing reviews of rates. Long-term care (LTC) days have increased compared to last year, as have mammogram exams. There was discussion about reduced swing bed days. Overall, the financial situation appears to be relatively stable

B. LTC

Member Lagoudakis attended and reported that the meeting covered several topics: facility maintenance, specifically regarding the septic system and air handler; security procedures; selection of a restorative program as a performance improvement project to track patient care; and staff review of improvement plans. Additionally, there was mention of an unannounced federal certification survey, with follow-up confirming that PMC is in compliance with state requirements.

C. CAH

Member Lagoudakis attended and reported that the committee discussed creating a unified facility safety plan based on the multiple department plans already in place. It was noted that cybersecurity risks were low, with a recent occurrence having minimal impact on a printer. Quality plans were outlined for managing hypertension, diabetes, access to care, and prenatal metrics. Additionally, it was mentioned that IV therapy and medication management are available around the clock

7. Reports

A. Pharmacy

E. Kubo provided a written report.

B. Case Management/Swing Bed Management

E. Hart provided a written report.

- C. Chief of Staff
Dr. Hulebak provided a written report.
- D. Clinic
K. Zweifel provided highlights from her written report. She addressed Member Stratman's question about improved next available appointments, and that this was achieved by adding mid-levels to the clinic, increasing availability, and ensuring adequate staffing with no absences. Further improvement is anticipated with the addition of another doctor in the upcoming fall.
- E. Community Wellness
J. Walker summarized recent highlights, addressing Member Stratman's question related to staffing involvement with Juneau Suicide Prevention Coalition and related suicide prevention initiatives.
- F. Dietary
J. Ely provided highlights from her written report, including an update on the freezer situation. Both J. Ely and P. Hofstetter extended gratitude to the school for their assistance and for generously stepping in to help. A new compressor has been ordered. In the meantime, PMC is utilizing the school's facilities. Member Lagoudakis expressed amazement at what can be accomplished despite all the equipment issues.
- G. New Facility
J. Wetzel, Arcadis, provided highlights from the report and reviewed progress on the site, including the completion of blasting and cleanup. They are currently analyzing the 65% design GMP from Dawson to ensure budget alignment before seeking Borough approval. Efforts to streamline operations have resulted in cost savings, including waived mud dump fees and gravel pit expansion by Rock N Road. This collaborative approach aims to deliver the project efficiently and within budget, showcasing the benefits of partnership over traditional bid-build methods.
- H. Quality & IP
S. Romine, J. Bryner provided a written report.

Member Cushing shared that the report was very cheering to read.
- I. Executive
P. Hofstetter highlighted key points from his written report. He expressed gratitude to the school and Island Refrigeration for resolving the freezer issue late on a Friday afternoon during Mayfest. He also thanked Petersburg Community Foundation for their grant supporting teen mental health training. He emphasized the importance of support for the facility project, which has been prioritized by the Assembly but did not receive any state capital funding. Additionally, upcoming events such as the UAA Pinning ceremony and the Pedal Paddle Battle were noted, along with positive feedback on May's dermatology and optometry services. He encouraged people to mark their calendars for the July 27 pedal paddle battle, with registration opening June 3. Member Lagoudakis shared that she was impressed with how many community members attended the UAA Pinning ceremony.

J. Financials

J. McCormick provided highlights from the written report. He shared that budget planning is underway, with a presentation scheduled for June, and no unexpected developments anticipated. The audit firm DZA has been chosen for the year. Efforts are being made to renew insurance coverage, including malpractice and health insurance, with a noted 10% increase in health insurance premiums.

8. Old Business

9. New Business

A. Employee Surveys

Board information only. P. Hofstetter presents on the recent employee surveys results.

K. Bryson shared insights from the survey results, which boasted an impressive 85% completion rate. The survey highlighted positive sentiments regarding workplace environment, retention, and growth opportunities, aligning with strategic plan objectives on workforce wellness. Action plans will be formulated based on the data to address areas for improvement, with 83% of respondents offering valuable comments and suggestions.

B. Board review and approval: PERS Amendment for Part-Time Employees

Member Lagoudakis motioned to discuss the topic, seconded by Member Cushing.

After a comprehensive discussion and the emergence of additional inquiries requiring clarification, it was agreed to table the motion and postpone further deliberation until the next meeting pending additional information and input from both Human Resources and Legal.

10. Next Meeting

The next meeting will be June 27, 2024.

11. Adjournment

The meeting was adjourned.

Motion made by Board Member Stratman, Seconded by Board Member Hasbrouck. Voting Yea: Chairman Cook, Board Member Cushing, Board Member Lagoudakis, Board Member Stratman, Board Member Hasbrouck