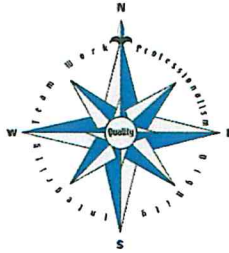


Petersburg Medical Center

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Meeting: Medical Center Board Meeting

Date: March 26th, 2020 **Time:** 5:00 p.m.

Board Members Present: Joe Stratman, Cindi Lagoudakis, Jim Roberts, George Doyle, Marlene Cushing, Jerod Cook, Kathi Riemer (all members attended via Zoom)

Board Members Absent: None

- I. **CALL TO ORDER:** Member Cook called the meeting to order at 5:02 p.m.
- II. **APPROVAL OF THE AGENDA:** Member Cushing made a motion to approve the agenda. Motion seconded by Member Roberts. Motion passed unanimously.
- III. **APPROVAL OF BOARD MINUTES:** The minutes from the January 23, 2020 board meeting were inadvertently left out of the board packet so no action was taken on this item.
- IV. **VISITORS COMMENTS:** Bob Lynn thanked staff for all they have done for the Borough regarding preparing for COVID-19. He then proceeded to ask a couple of questions regarding the operational plans for responding to COVID-19. He added that the Borough will provide support if needed.
- V. **BOARD MEMBER COMMENTS:** Member Cushing stated PMC staff are working hard and the community is watching knowing that they are very dependent on PMC. Member Lagoudakis commented that everyone is doing an amazing job and she appreciates how calm the staff are in responding. She suggested telling people that they will look into it and get back to them if there is a question they do not know the answer to. Member Riemer stated that she appreciates the daily radio show and the hospital's participation. She added the show is very information. She encouraged the staff to stay safe and take care of themselves. Member Roberts noted that he agreed with all the above comments about the hospital staff. He then asked questions regarding COVID related waivers and hospital preparedness if patients need to be medevaced. Member Stratman agree with board members regarding hospital staff. He thanked PMC staff and appreciates the effort by the staff. Member Doyle echoed previous comments regarding staff. Member Cook also thanked the staff and recognized the effort of the staff.

VI. **REPORTS:**

A. Quality & Infection Prevention. Liz Bacom provided a verbal report. She stated that expressing the importance of social distancing and hand hygiene to the community will go a long way to flattening the curve and limiting the spread. The State of Alaska provides a daily update on their website on COVID cases in the state. The State is reporting cases by community instead of by region. L. Bacom noted that she is the PIO for Incident Command. She is also the administrator on a local Petersburg COVID Facebook group where she posts and monitors information. Several hospital staff are working from home which minimizes traffic and the potential spread. There has been good, clear communication between the hospital and Borough in terms of reaching out to the State EOC for support. She added that her priority is to keep staff and residents safe. Hospital staff are screened once a day upon arriving for duty and residents are screened twice a day. She stated by saying that everyone should walk through life acting like we are all contaminated. She ended by saying that you cannot mandate common sense

B. Executive Summary. In addition to his written report, P. Hofstetter provided a verbal report. He stated that the Emergency Operation Command was initiated on March 11th. There is a daily briefing Monday through Friday. During that briefing, roles are assigned for the day and action items are addressed during the day. He added that staff try to stay on top of CDC and State guidelines. He noted that PMC have taken aggressive measures such as limiting entry into the facility and completing a temperature screening and questionnaire upon entering facility. The section chiefs hold a debriefing in the evenings to review what happened that day and prepare action items for the next day. The respiratory clinic has been setup outside for triage. Plans are to continue working with Borough. J. Bryner added that a COVID hotline has been established and the process is streamlined to conduct assessments over the phone before coming in to be screened in the respiratory clinic. She noted that it has been amazing to keep patients out of the facility and to minimize exposure. Planning for surge capacity is ongoing as well as identifying alternate care site. Additionally, there has been a transition to telehealth services. Dr. Hyer reported that the respiratory clinic is going very well and staff are being protected while conducting testing. Patients are being encouraged to utilize telehealth. Staff will continue working on all levels of preparedness. L. Miller stated that as operations chief she is always thinking ahead and what we may need. Currently looking into bringing testing inhouse. Quest and the State labs are overwhelmed with samples at this point in time. There is better turnaround time with the State and hope that continues to improve as the process improves statewide. Member Cushing asked if there is a payment mechanism for telehealth visits. P. Hofstetter talked about the regulations being loosened and the waivers being issued for telehealth.

C. Financial. R. Tejera stated that it has been challenging times in the finance department. The Senate passed the Relief Bill so she will be watching closely for the funds to be funneled to the communities, especially the small hospitals. Over \$100 billion was approved for expenses and loss of revenue for hospitals. A department has been created to track all expenses related to the COVID virus. She reviewed the financials from February noting that the month ended with a loss due to investments. She noted that she has been working very closely with the Borough on the budgets.

VII. UNFINISHED BUSINESS

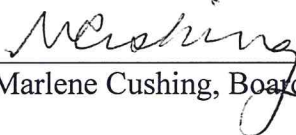
VIII. NEW BUSINESS

IX. EXECUTIVE SESSION: Member Lagoudakis made a motion that the Board enter into Executive Session to discuss matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of Petersburg Medical Center. Motion seconded by Member Cushing. Motion passed unanimously. Board entered Executive Session at 5:49 p.m. Member Roberts made a motion to come out of Executive Session. Motion seconded by Member Lagoudakis. The Board came out of Executive Session at 6:50 p.m.

X. NEXT MEETING: Next regularly scheduled meeting was set for Thursday, April 23, 2020 at 5:00 p.m. via Zoom.

XI. ADJOURNMENT: Member Cushing made a motion to adjourn. Motion was seconded by Member Roberts. Motion passed unanimously. The meeting adjourned at 6:51 p.m.

Respectfully submitted,



Marlene Cushing, Board Secretary