

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

MINUTES – April 22, 2020

BY TELE-CONFERENCE: Bill Himmelsbach (Vice-Chair); Kathy Cooper (Secretary); Andrea Allen; Kathy McDonagh, Ph.D.; Richardson LaBruce; Faith Polkey, M.D.; Stephen Larson, M.D.; Eric Billig, M.D.; Alice Howard; Paul Sommerville; Shawna Doran; Ashley Hildreth; Allison Coppage

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

Absent: Hampton Long

Guests (by Tele-Conference): Mike Kelly, CPA and Kelly Smith, CPA of Dixon Hughes Goodman, LLP [DHG]

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 Mrs. Allen 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 Mrs. Allen to go into Executive Session at 8:08 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 8:52 a.m.

Anna Sobiech took roll call at 8:52 a.m.

MOTION TO AMEND THE AGENDA FOR THE BOARD OF TRUSTEES TO TAKE FINAL ACTION ON THE RECOMMENDATION OF THE FINANCE COMMITTEE TO ENTER INTO A NON-REVOLVING LINE OF CREDIT WITH REGIONS BANK AND THE BOARD ACKNOWLEDGE THAT THIS AMENDMENT IS APPROPRIATE AS THERE EMERGENCY OR EXISTENTIAL CIRCUMSTANCE EXISTS THAT REQUIRES THE BOARD TO TAKE FINAL ACTION WITHOUT PUBLIC NOTICE UNDER SECTION 30-4-80A. Dr. McDonagh clarified that the emergency relating to this agenda item is COVID-19. Dr. McDonagh made the motion, which was seconded by Mrs. Cooper. Unanimous approval.

CONSENT AGENDA – Approval of Minutes for February 26, 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.

Mrs. Cooper questioned the nursing vacancy rate and whether it was related to new metrics put in place. Mr. Hoffman clarified that a number of positions/vacancies have been placed on hold

and not actively recruiting. In addition, BMH has hired new employees and the turnover rate has dropped. Mr. Baxley indicated that the positions were placed on hold due to COVID-19. He clarified that BMH's position was to reduce expenses by holding all positions unless a critical need arose (volumes reduced to pandemic).

COMMITTEE CHAIR ISSUE IDENTIFICATION:

Finance Committee: Dr. McDonagh presented highlights from the Finance Committee meeting held on Monday, April 20, 2020. She indicated that the committee reviewed the final 2019 audit report with Dixon Hughes Goodman, LLP and reported that the audit was clean with no issues and that management's relationship with the auditors was positive. BMH was waiting on the State to complete the audit of the pension plan in order to finalize the BMH FY 2019 audit. Dr. McDonagh also referenced the motion that will be presented regarding the resolution for a \$20M non-revolving line of credit to maintain financial strength given the impact of COVID-19. She also referenced the March 2020 financial statement and the impact of COVID-19.

Dr. McDonagh indicated that Mr. Kelly and Ms. Smith were present on the conference call to answer any questions relating to the audit. Mr. Kelly indicated that the audit went very well. He indicated that the Finance Committee reviewed the audit as it relates to the pension adjustment and the addition of a disclosure to the financial statements regarding COVID-19. With no further questions from the board members, Mr. Kelly and Ms. Smith ended the call.

BMH FOUNDATION: Ms. Debbie Schuchmann reported that the Foundation responded to COVID-19 by providing a relief fund with over \$90K for three uses: purchase of equipment (\$50K for ventilator), to support employees with financial difficulties and the purchase of PPE [personal protective equipment]. Mr. House acknowledged the very generous action by the Foundation Board.

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

MEDICAL STAFF – *Credentials*: The following practitioners requested appointment:

March: Bodalia, Jayesh, AA, Dependent Staff/Anesthesiology; Griswold, Sharon, CRNA, Dependent Staff/Anesthesiology; Michel, Habakuk, MD, Active/Medicine-Internal Medicine (Hospitalist); Middleton, Katrina, NP, Allied Health Professional/Medicine-Palliative Care (SC House Calls); Rose, Matthew, MD, Consulting/Radiology-VRAD; Ruef, Robert, MD, Consulting/Radiology-VRAD; Sabers, Candace, MD, Active/Anesthesiology; Wise, Deena, DO, Locum Tenens/Pediatrics.

April: Bowe, Andrew, MD, Locum Tenens/Pediatrics; Runge, David, CRNA, Dependent Staff /Anesthesiology; Viles, Nathan, AA, Dependent Staff/Anesthesiology (Pending SC License).

Reappointment:

March: Aiken, Jill, MD, Active/ Pediatrics; Alvi, Fozail, MD, Consulting/ Radiology-Virtual Radiology; Ardakani, Navid, MD, Consulting/ Radiology-Virtual Radiology; Arehart, Eric, MD, Consulting/ Telemedicine-Neurology; Benson, Christopher, MD, Active/ Ob/Gyn; Conley, Diane, MD, Consulting/ Radiology-Virtual Radiology; Crosby, Christina, CRNA, Dependent Practitioner/ CRNA; Dellinger, Michael, DO, Active/ Anesthesiology; Fox, Stephen, MD; Consulting/ Radiology-Virtual Radiology; Griffith, Sally, CRNA, Dependent Practitioner/

CRNA; Henry, Charles, MD, Consulting/ Radiology-Virtual Radiology; Lagoc-Dingus, Randy, MD, Active/ Medicine-Internal Medicine; Miller, Gregory, MD, Active/Ob/Gyn; Nino, Julio, MD, Consulting/ Telemedicine-Ob/Gyn; Thompson, Soldrea, MD, Active/Ob/Gyn; Somrov, Serge, MD, Consulting/ Radiology-Virtual Radiology; Sussman, Arlene, MD, Consulting/ Radiology-Virtual Radiology; Tober, James, MD, Active/Surgery-Vascular Surgery; Ulrich, Roger, MD, Community Active/Medicine-Family Practice.

April: Allen, Michael, MD, Consulting/ Radiology-Virtual Radiology; Boden, Thomas, MD, Consulting/ Radiology-Virtual Radiology; Briggs, Jonathan, MD, Active/Radiation Oncology; Clarke, Delphia, MD, Consulting/ Radiology-Virtual Radiology; Court, Angela, MD, Active/ Medicine-Psychiatry; Engbretson, Jon, MD, Consulting/ Radiology-Virtual Radiology; Fitzgerald, Richard, MD, Consulting/ Radiation Oncology; Flynn, Anne, MD, Consulting/ Surgery-Pathology; Glover, Gregory, MD, Active/ Ob/Gyn; Mackey, Robert, MD, Consulting/ Radiology-Virtual Radiology; Madey, Jason, MD, Consulting/Telemedicine-Neurology; Paul, Marc, MD, Consulting/ Radiology-Virtual Radiology; Sealy, Jennifer, CRNA, Dependent Practitioner/ CRNA; Salzer, Ralph, MD, Active/ Orthopedics; Smith, Marlo, MD, Community Active/ Pediatrics; Turner, James, MD, Consulting/ Radiology-Virtual Radiology; Woerndle, Richard, DO, Active/ Medicine-Critical Care.

Resignations:

March: Scott, Christie, MD, Telemedicine/Pediatrics-Psychiatry.

April: Saenz, Naomi, MD, Consulting/ Radiology-VRC; Glover, Gregory, MD, OB/GYN/Active.

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

ACTION ITEMS, POLICIES, DISCUSSION OR SUPPLEMENTAL INFORMATION:

MOTION FOR THE BOARD OF TRUSTEES TO RECEIVE AND ACCEPT THE FINAL AUDIT FOR FISCAL YEAR ENDING SEPTEMBER 30, 2019 AS PRESENTED BY THE FINANCE COMMITTEE. Dr. McDonagh made the motion, which was seconded by Mr. Himmelsbach. Unanimous approval.

MOTION TO APPROVE THE RESOLUTION OF BOARD OF TRUSTEES AUTHORIZING BEAUFORT MEMORIAL HOSPITAL TO ENTER INTO A NON-REVOLVING LINE OF CREDIT WITH REGIONS BANK AS DISCUSSED, RECOMMENDED AND AS PRESENTED BY THE FINANCE COMMITTEE. Dr. McDonagh clarified that the emergency relating to this agenda item is COVID-19. Dr. McDonagh made the motion, which was seconded by Mrs. Allen. Unanimous approval.

Mr. Baxley referenced the article regarding pricing of PPE jumping to 1,000% and indicated that this was the result of the supply chain being severely interrupted with PPE (such as N-95 masks,

isolation gowns, etc.) costs rising 1,000% over the costs months ago. Mr. Baxley provided an update on BMH's experience with various resources.

MANAGEMENT REPORT: Update on Publix Partnership – Mr. Baxley referenced the handout in the board packet. He provided an overview of the BMH/Publix Partnership, indicating that the partnership has worked very well by providing prescription delivery assistance to patients while in the hospital (enhancing patient compliance with discharge medications & Publix reps directing patient questions to the Publix Pharmacists). The telemedicine kiosks have also been very successful; however, due to the pandemic the kiosks have been temporarily shut down. Publix has been honoring BMH's Charity Care Policy (as a county hospital). An overview of the performance of the walk in care at the kiosks was also provided, including telemedicine.

Balanced Scorecard – Mr. Baxley reviewed the scorecard. BMH continues to work on policies and procedures relating to patient falls, while improving processes and plans. Employee surveys have been placed on hold due to COVID-19; however, the goal is to complete by the end of this fiscal year.

Surgical Volume Tracking – Mr. Baxley reviewed surgical volumes. He indicated that BMH has safe plans in place to begin elective surgeries next week in the ambulatory surgery center. Mr. Baxley reviewed the process of COVID testing prior to each surgery (practicing CDC recommendations).

COVID-19 Update and Discussion – Mr. Baxley provided statistics and indicated that BMH is tracking all medications, supplies and PPE supplies which remain in green levels (not running low vs. red being critical). Being cautiously optimistic, BMH will leave tents up, drive up-testing will remain in place, and will move forward with the field hospital at the Beaufort Middle School as long as possible. Mr. Baxley acknowledged Chris Haley, who has done a phenomenal job setting up tents and the field hospital. He also acknowledged Ashley Hildreth and Shawna Doran and their staffs for their exceptional efforts in tracking, isolation guidance, infection control, PPEs, testing, and moving the hospital in a positive direction. He also acknowledged the Senior Team for their assistance in all the coordination. Mr. Baxley made reference to the COVID-19 reference books, putting BMH's processes, procedures, and policies in place as a footprint for the future. Dr. McDonagh thanked the entire team for executing all the strategies and facing all the challenges. Mr. Baxley provided a brief overview of how BMH is keeping up with legislative updates daily from various resources such as AHA, SCHA, etc. and finding sources to compensate losses.

ADJOURN – A motion was made by Mrs. Cooper, and was seconded by Mrs. Allen, to adjourn the meeting. Unanimous approval. The meeting adjourned at 9:52 a.m.

Respectfully submitted,

Kathy Cooper
Secretary