

# **Minutes of the Board of Trustees Meeting of the Health and Hospital Corporation of Marion County, Indiana**

**December 17, 2002**

The meeting of the Board of Trustees ("Board") of The Health and Hospital Corporation of Marion County, Indiana ("HHC"), was held December 17, 2002, in the Administrative Conference Room "A", Fourth Floor, Ott Building, Wishard Health Services, 1001 West Tenth Street, Indianapolis, Indiana. Members present: Jean Blackwell, Henry Bock, M.D., Betsy Brougher, Lula Journey, James Miner, M.D., Marjorie O'Laughlin, Robert Pfeifer.

Vice Chairman Journey called the meeting to order and proceeded with roll call.

Mr. Gutwein suggested the meeting agenda be amended to include election of a new Chairman of the Board. Mr. Pfeiffer moved to amend the agenda and Ms. O'Laughlin seconded the motion. The motion to amend the agenda passed. Then, Dr. Bock, Chair, Nominating Committee, recommended that Dr. James D. Miner be nominated as Chairman of the Board of the Health and Hospital Corporation. Ms. Brougher made the nomination to elect Dr. James Miner as Chairman. Mrs. Journey seconded the motion. Dr. James D. Miner was elected Chairman of the Board of Trustees for the Health and Hospital Corporation of Marion County, Indiana.

Next, Ms. Hebenstreit stated that pursuant to statute, the annual meeting must be held on the second Monday in January and the board must select a chairman and make appointments of personnel. The next meeting will be held on January 13, 2003.

Dr. Miner continued the meeting by asking if there were any additions to, corrections to or comments regarding the minutes from the Board meeting of November 19, 2002. There being none he asked for a motion to approve the minutes. Dr. Bock made the motion to approve the minutes. Ms. Brougher seconded the motion. The minutes for the November 19, 2002 Board meeting were unanimously approved.

The next agenda item was General Ordinances and Resolutions. Dr. Miner requested that Ms. Hebenstreit present General Ordinance No. 8-2002, "Revising Chapter 7, Communicable Disease" for approval. Ms. Hebenstreit stated that General Ordinance No. 8-2002 is being presented for the second time and requested approval. Ms. Journal made the motion to approve and Mrs. O'Laughlin seconded the motion. General Ordinance No. 8-2002 was approved with 7 Ayes and 0 Nays. The next Ordinance on the agenda was General Ordinance No. 9-2002, "Additional Appropriations Amending the Budget for January 1, 2002 to December 31, 2002." Ms. Hebenstreit stated that General Ordinance No. 9-2002 is being presented for the second time and requested approval. Ms. O'Laughlin made the motion to approve the Ordinance. Dr. Bock seconded the motion. General Ordinance No. 9-2002 was approved with 7 Ayes and 0 Nays. Ms. Hebenstreit continued by requesting approval of Resolution No. 14-2002, "Transfer of Vehicles from City of Indianapolis to the Health and Hospital Corporation of Marion County." This policy states that the Health and Hospital Corporation of Marion County wants to acquire three vehicles from the Indianapolis Department of Public Works (DPW). Ms. Hebenstreit requested the resolution be amended to correct a typographical error. The resolution reads:

"WHEREAS, the vehicles are longer of use...

and should be revised to read:

"WHEREAS, the vehicles are no longer of use...

Ms. Blackwell made the motion to approve Resolution 14-2002 as revised. Dr. Bock seconded the motion and Resolution No. 14-2002 was unanimously approved. Next, Ms. Hebenstreit requested approval of Amended Resolution 11-2002, "Purchase of Assets and Acquisition of Leases." Ms. Journey made the motion to approve Amended Resolution No. 11-2002. Mr. Pfeifer seconded the motion. Amended Resolution No. 11-2002 was unanimously approved.

Dr. Miner then requested that Bylaws and Policies be submitted for approval. Dr. Randy Howard stated that Medical Staff Policy 700-121: "Medical Staff Attendance" has been reviewed by the hospital executive committee and recommended for deletion. The Policy stated that there should be 70% staff attendance. The JCAHO review suggested moving away from

such a stringent requirement. Most other policies require 50% attendance. Ms. Blackwell made the motion to approve deletion of the Policy. Ms. Journey seconded the motion. The Board unanimously approved deletion of Medical Staff Policy 700-121: "Medical Staff Attendance."

The next agenda item was the Treasurer's Report. Dr. Miner requested that Mr. Sellers submit this report. Mr. Sellers began with the November Cash Disbursements Report. At \$51.6 million, November cash disbursements are above the 2002 average of \$32.7 million. This increase resulted from matching payments to the State of \$16.9 million for physician UPL, a 2000 outpatient adjustment, and an advance on 2003 DSH. It also included Wishard's payment of 3rd quarter PERF and two months of IUMG support staff and senior deficit. Mr. Sellers requested approval of the November Cash Disbursements. Mrs. O'Laughlin made the motion to approve and Ms. Journey seconded the motion. The November Cash Disbursements were unanimously approved.

Next, Mr. Sellers presented the Revenue and Expenditure Budget Analysis Report for November 2002. Tax Revenues reflect 11/12 times the sum of the annual budgets for Health and Hospital property tax, excise tax and financial institutions tax. Other State and Federal Revenues reflect 11/12 times the sum of the annual budgets for Medicaid Disproportionate Share revenue and other State and Federal payments. Headquarters Revenue of \$2,471,677 is over budget by \$1,371,677 (124.7%). Interest income is the main source of this revenue, and is high due to a higher fund balance available for investing. Supplies of \$3,409,401 are \$201,068 (6.3%) over budget. Educational materials increased due to teaching more life skills classes, medical and dental supplies increased to serve more patients at our clinics, lab supplies increased to accommodate the volume of testing, and chemical supplies increased to aggressively combat mosquitoes potentially carrying West Nile virus this year. Capital Outlays of \$10,109,491 are under budget by \$17,566,509 (63.5%). We closed the purchase of land for the Pecar Clinic in July and encumbered contracts for construction management and architectural work. The remaining contracts for this construction project have been encumbered in November and December. Dr. Bock moved to approve the November Revenue and Expenditure Report. Mr. Pfeiffer seconded the motion and it was approved.

Medical Staff Appointments and Reappointments for the month of December 2002 was the next item on the agenda. Dr. Jones requested approval by the Board of Trustees. Ms. Journey made the motion to approve. Ms. Blackwell seconded the motion. The Medical Staff Appointments and Reappointments for the month of December 2002 were unanimously approved.

Next, Dr. Jones presented two reappointments for the Midtown Advisory Board. Ms. Brougher moved to approve the reappointments of Ronda Ames and Pat Rios. Dr. Bock seconded the motion and the reappointments were approved.

One bid was presented for approval: Bid# DTL 101 – Dental Equipment for Pecar Health Center. Patterson Dental was the lowest and most responsive bidder and is the recommended vendor. Ms. Blackwell made the motion to accept the Bid from Patterson Dental. Ms. Journey seconded the motion. Patterson Dental was unanimously approved for Bid# DTL 101 – Dental Equipment for Pecar Health Center.

Standing Committee Reports began with Ms. O'Laughlin presenting the Public Health Committee Report. Ms. O'Laughlin reported that Dr. Joyce Gill, Administrator, ACTION Center and Tara Parchman, Financial Manager, presented the Committee with information on the ACTION Center. There will be a more detailed ACTION Center report presented at the next Committee meeting. Matt Matusiak, Administrator, Public Health Laboratory, presented the Committee with information regarding the Public Health Laboratory and Dr. Caine presented information about the APHA 2002 Annual Meeting. Ms. O'Laughlin concluded her report by stating that there was information presented to the Committee regarding the Communicable Disease Ordinance and the Pecar Health Center Bid. Committee Reports continued with Ms. Brougher stating that the Midtown Mental Health Board of Directors has made a request to make periodical presentations to the Health and Hospital Board of Trustees. Next, Dr. James Miner gave the Hospital Committee meeting report. Gordon King presented the Hospital Committee with information on the Wishard Health Services budget. There was also information on the Mobile CT acquisition.

Mr. Gutwein's report included an introduction of the newest board member, Jean Blackwell, and introductions of new employees Priscilla Keith, Chief Counsel for Wishard Health Services and Ibrahim Algani, Assistant to the President.

Dr. Caine reported that the Marion County Health Department (MCHD) has established a Smallpox Vaccination Scientific Committee. MCHD is sending two nurses to Atlanta, Georgia for smallpox information and training sessions. Several hos-

pitals will be designated as smallpox vaccination sites.

There being no further business Dr. Miner declared the meeting adjourned.

The next meeting will be held on Monday, January 13, 2003, at 1:30 p.m. in the Administrative Conference Room "A", Fourth Floor Ott Building, Wishard Health Services, 1001 West Tenth Street, Indianapolis, Indiana.