

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

March 18, 2003

The meeting of the Board of Trustees ("Board") of The Health and Hospital Corporation of Marion County, Indiana ("HHC"), was held, March 18, 2003, in the Administrative Conference Room "A", Fourth Floor, Ott Building, Wishard Health Services, 1001 West Tenth Street, Indianapolis, Indiana. Members present: James D. Miner, M.D., Lula M. Journey, Betsy L. Brougher, Marjorie H. O'Laughlin, Robert B. Pfeifer. Members absent: Jean S. Blackwell, Henry C. Bock, M.D.

Dr. Miner, Chairman of the Board, called the meeting to order and proceeded with roll call.

Dr. Miner then asked if there were any additions to, corrections to or comments regarding the minutes from the Board meeting of February 18, 2003. There being none he asked for a motion to approve the minutes. Mrs. O'Laughlin made the motion to approve the minutes. Mr. Pfeifer seconded the motion. The minutes for the February 18, 2003 Board meeting were unanimously approved.

Next, Matthew R. Gutwein, president and chief executive officer, Health and Hospital Corporation of Marion County, made a special presentation to B. J. Isaacson, executive director, Indiana Primary Health Care Association, for her dedicated and extraordinary service to the community in the primary care area. Dr. Virginia Caine, director, Marion County Health Department and Robert Jones, associate director, Public Health Practice also expressed their respect for and their appreciation of having the opportunity to work with Mrs. Isaacson.

The next item on the agenda was General Ordinances and Resolutions. Dr. Miner asked Priscilla Keith, general counsel, to introduce General Ordinance No. 2-2003, "Military Leave." Mrs. Keith stated that she had a letter from Mrs. O'Laughlin introducing the Ordinance for the first reading and requested that the letter be read. Mrs. O'Laughlin read the letter and requested that the Ordinance be received for the first time. Dr. Miner asked if there were any comments or questions regarding this Ordinance. There were no questions. Mr. Gutwein stated that the changes were made to comply with current laws. Mrs. Keith requested that Norman Aranda, vice president of Administration, Health and Hospital Corporation, explain the changes. Mr. Aranda stated that the Ordinance was updated and changed to comply with federal law. Dr. Miner stated that General Ordinance No. 2003, "Military Leave" would be presented again at the April 15, 2003 meeting. The Board of Trustees will vote on the Ordinance at that meeting.

Next, Dr. Miner requested Mrs. Keith to present Resolution No. 2-2003, "Adoption of Health and Human Services Federal Poverty Guidelines." Mrs. Keith presented the Resolution. Mr. Pfeifer requested that Mrs. Keith read the Resolution. Mrs. Keith read Resolution No. 2-2003. Mrs. Journey made the motion to approve. Mrs. O'Laughlin seconded the motion. Resolution No. 2003, "Adoption of Health and Human Service Federal Poverty Guidelines" was unanimously approved.

There were no Bylaws and Policies to be approved for the month of March 2003.

The next agenda item was the Treasurer's Report. Dan Sellers, treasurer, stated that there were two financial reports in the Board packets: the February 2003 Treasurer's Report and the 2003 Revenue and Expense Budget Analysis. The Cash Disbursements for the month of February were \$56 million dollars, which is an increase in the average of \$32 million for 2002. The increase was due to DSH matching funds. IUMG and construction payments were also higher than previous months. Mr. Sellers requested approval of the February 2003 Treasurer's Report. Mr. Pfeifer made the motion and Mrs.

Brougher seconded the motion. The February 2003 Treasurer's Report was unanimously approved.

Next, Mr. Seller's presented the Revenue and Expense Budget Analysis Report. Revenues were reported as 2/12ths of the annual budget for Taxes and Other State and Federal Revenues. Public Health Revenues were greater than budget by 10.3% due to collections of license fees. Headquarters Revenues were down due to decreased fund balances and resulting in less interest income. Grant Revenues were up. Personal Services were \$10,000 over budget. Supplies were over budget by 38%. Other Services Charges were over budget by 65%. Expenses were over budget primarily because blanket purchase orders had been created. Blanket purchase orders were created to reserve money for purchases throughout the year. Dr. Miner asked for approval of the Revenue and Expense Budget Analysis Report. Mrs. O'Laughlin made the motion and Mrs. Journey seconded the motion. The Revenue and Expense Budget Analysis Report March 2003 was unanimously approved.

Medical Staff Appointments and Reappointments for the month of March 2003 was the next item on the agenda. Dr. Jones requested approval by the Board of Trustees. Mr. Pfeifer made the motion to approve. Mrs. Journey seconded the motion. The Medical Staff Appointments and Reappointments for the month of March 2003 were unanimously approved.

Bids were the next agenda item. Dr. Miner requested "Bid# LAB 2003 Lab Equipment" be presented for Board approval. Joan Trendell, bureau chief, Population Health, asked that Matt Matusiak, administrator, Public Health Laboratory, explain the bid. Mr. Matusiak stated that the Bid was to replace seven-year-old equipment in the laboratory. Ms. Hebenstreit stated that the Public Health Committee in the March 18, 2003 meeting recommended the Bid for approval. Dr. Miner requested Board approval of the Bid. Mrs. O'Laughlin made the motion to approve. Mrs. Journey seconded the motion. "Bid# Lab 203, Lab Equipment" was unanimously approved. Next, was "Bid Package #6B-Irrigation", Pecar Health Center. Ms. Hebenstreit stated that the Bid is for the irrigation contract at the Pecar Health Center. B&B Lawns and Irrigation Inc. is the recommended vendor. She asked that the Board approve the Bid. Mr. Pfeifer made the motion to approve and Mrs. Journey seconded the motion. "Bid Package #6B-Irrigation, Pecar Health Center" was unanimously approved.

Standing Committee Reports began with Dr. Miner stating that the Hospital Committee met on March 18, 2003 and reviewed the following:

- Wishard January Financials
- Safety and Quality Care
- Hospital Reorganization
- Telethon
- Citizens' Health Center Reorganization Plan

Mrs. O'Laughlin reported that the Public Health/Healthy Babies Committee agenda included presentations on Legacy House by Donna Moore, the center's director, Indianapolis Birthing Project/Sister Friends by Sharon Hampton; Unsafe Buildings by Marsha Branson, administrator, MCHD Housing and Neighborhood Health and Timothy McMillan; manager, and the Public Health Laboratory Bid. Also at the Committee meeting, Dr. Virginia Caine presented information on the preparedness of the Health and Hospital Corporation to respond to emergency alerts. She introduced Yvonne Beasley, new director, MCHD Maternal and Child Health program.

Mrs. Brougher reported on the Citizens' Health Center board meeting. Sanford Garner was appointed interim chairman of the Board. The Center has received a one-month extension from the federal government to make the corrections that resulted from the PCER review.

Mr. Gutwein reported that a Town Hall meeting was held at the Citizens' Health Center. He stated that the George Rawls Scholarship Dinner, sponsored by the Wishard Memorial Foundation, would be on April 23, 2003. The Wishard Burn Center dedication ceremony will be on April 25, 2003. On Monday, March 10, 2003 representatives from the Health and

Hospital Corporation gave a brief update of activities to the municipal corporations committee of the City County Council. On Saturday, March 22, 2003, representatives from Health and Hospital will attend a Concerned Clergy meeting. Health and Hospital continues to be involved with the City's Life Sciences Initiative. The final public forum where the master plans of the Life Sciences Initiative will be presented will be on March 18, 2003 at the Artsgarden. He concluded by reporting that the Health and Hospital Corporation Brown Bag lunches will resume.

In the absence of Dr. Caine, Karen Holly, executive projects administrator, MCHD, gave the director's report. Dr. Caine will attend the Mayor's press conference on terrorism. As a result of the United States terror security alert at the orange level, hospital security will be increased. She also reported on the new respiratory virus. MCHD will send a letter to health providers to update them of their responsibilities in looking for symptoms and treatment of the virus.

Dr. Jones distributed copies of the Wishard Health Services Annual Report. The report was completed entirely by Wishard staff. He stated that he made a report to the Hospital Committee regarding the changes in hospital security with regards to the threat of terrorism. He reported that the Wishard Telethon was very successful. He also stated that a debt of extreme gratitude was owed to Mr. Gutwein for his participation in the Telethon. A presentation was made to Mr. Gutwein to express that gratitude.

There was no further business therefore the meeting was adjourned.

The next meeting will be held at 1:30 p.m. on Tuesday, April 15, 2003 in the Administrative Conference Room "A", Fourth Floor, Ott Building, Wishard Health Services, 1001 West Tenth Street, Indianapolis, Indiana.

James D. Miner, M.D.
Chairman, Board of Trustees

Matthew R. Gutwein
President and Chief Executive Officer