

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

**May 20, 2003**

The meeting of the Board of Trustees ("Board") of The Health and Hospital Corporation of Marion County, Indiana ("HHC"), was held May 20, 2003, at 1:30 pm., in the Fourth Floor Administrative Conference Room "A" of the Ott Building, Wishard Health Services, 1001 West Tenth Street, Indianapolis, Indiana. Members present were James D. Miner, M.D., Jean S. Blackwell, Lula M. Journey, Marjorie H. O'Laughlin, Robert B. Pfeifer. Members absent were Henry C. Bock, M.D., and Betsy L. Brougher.

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

Dr. Miner requested approval of the minutes from the April 15, 2003 minutes. Ms. Journey made the motion to approve. Mrs. O'Laughlin seconded the motion. The minutes for April 15, 2003, were unanimously approved.

Dr. Randy Howard presented Bylaws and Policies. The Policy, Medical Staff Policy 700-102, "Changes to Patient Restraints." There was an addendum to this policy entitled "Medical Safety Protocol", that included the type of restraints to be used. Language has been added regarding communication with the unit medical leadership when restraints are used. Dr. Howard asked for approval. Mr. Pfeifer made the motion to approve. Ms. Blackwell seconded the motion. Medical Staff Policy 700-102, "Changes to Patient Restraints" was unanimously approved.

Dr. Howard then presented the Bylaw change of Article 9.2 on Appointment, Tenure and Removal of Medical Staff. JCAHO ("Joint Committee on Accreditation of Healthcare Organizations") requires that the mechanism and conditions for removal of both officers on the medical staff be in writing. Those officers include the Dean and the Medical Director. The appropriate revisions were made. Ms. Blackwell made the motion to approve. Mrs. O'Laughlin seconded the motion. The Bylaw change was unanimously approved.

Dr. Jones presented a list of Medical Staff Appointments and Reappointments for May 2003. Ms. Journey made the motion to approve. Mr. Pfeifer seconded the motion. The Medical Staff Appointments and Reappointments for May 2003 were unanimously approved.

Mr. Sellers presented the April Treasurer's Report. In April, Cash Disbursements were \$36 million, \$3 million greater than the 2002 average. That amount included a \$1.1 million bonus for Wishard employees, as well as a \$2.3 million first quarter payment for PERF. Those increases were partially offset by lack of construction payments averaging \$1 million dollars in previous months. Mrs. Journey made the motion to approve. Mr. Pfeifer seconded the motion. The April Cash Disbursements Report was unanimously approved.

Next, Mr. Sellers presented the April Revenue and Expenditure Report. Tax Revenues and other Revenues are shown as 4/12 of the annual number. Public Health Revenues are up by \$160,000, primarily due to the collection of annual food license fees and reimbursement by the 2002 School Wellness Collaborative. Revenues for Headquarters are under budget and Grants are over budget, Personal Services are over budget by \$255,000. Supplies are over budget by \$250,000 dollars, due to an open purchase order of \$210,000 for the B.A.B.E. Store and Environmental Control. Other Services and Charges are over budget by approximately \$2 million, \$62 million has been paid, \$54 million of this was to the Wishard Enterprise Fund, \$4.2 million is set up for an open purchase order for legal services, consulting and lobbying. Capital Outlays are under budget by \$645,000. Purchases include a boom truck, tractor generator, several trucks for Environmen-

tal Health and a liquid chromatography instrument for the lab. Mrs. O’Laughlin made the motion to approve. Mrs. Journey seconded the motion. The Revenue and Expenditure Report was unanimously accepted.

Dr. Miner reported on the Hospital Committee meeting. The following was discussed:

- “ Wishard March financials
- “ Employee retention, employee satisfaction and new hires
- “ Current trends in healthcare
- “ Out of county resident care
- “ Implementing co-payments and deposits
- “ Citizens Health Center

The Planning Committee report, by Dr. Miner, included the budgetary constraints for Wishard Hospital and implementation plans to reduce costs and expenditures in the next year.

The Public Health and Healthy Babies Committee report was next on the agenda. Mrs. O’Laughlin had two principle items to discuss. The first topic was the “early discharge” program. The program originated in 1995 because many mothers were allowed to leave after 24 hours, the blood and bilirubin tests were not effective until 48 hours after administration. In response to this, a “Home Visit” program was set up to monitor the health of the mothers and babies, encourage family planning, child care, and communication with care providers.

The second issue discussed was lead screening. New residents are refurbishing many of the homes on the northwest side that were built prior to 1950. In order to inform these new homeowners of MCHD services, a number of outreach programs are being conducted for lead testing. The testing requires the permission of both parents.

Representative Reports were next. Ibrahim AlGhani reported on Citizens Health Center. Citizens should receive information regarding the federal operating funds by July 2003. They are still recruiting for a chief executive officer.

Mr. Gutwein reported on the state of the Health and Hospital Corporation.

Karen Holly represented Dr. Caine for the Marion County Health Department; no report was given.

The Medical Director of Wishard Health Services, Dr. Robert Jones, gave his report. He passed out booklets displaying the various programs and outreach campaigns offered by Wishard. He turned the floor over to Kim Harper, director, Public Relations who informed the Board of the recent Astro Award given to Wishard for their excellence in medical marketing. Ms. Harper also reported that, on May 20, 2003, Wishard was also in the news regarding an incident of a patient stabbing an EMT. She saw to it that a positive spin was put on that story, emphasizing the willingness and sacrifice of our front-line medical staff in their day-to-day operations.

Dr. Miner asked if there was any other business at this time, Mr. Gutwein informed the Board about the annual Staff Day activity given for HHC and the MCHD. This event is scheduled for May 22, 2003, at the Indiana State Fairgrounds, and will include speakers, educational information and prizes. The Board was invited to attend.

No additional business was offered at this time. Dr. Miner entertained a motion to adjourn by the Board, which was unanimously passed.

The next meeting is Tuesday, June 17, 2003, 1:30 pm, in the Fourth Floor Administrative Conference Room “A”, Ott Building, Wishard Health Services, 1001 West Tenth Street, Indianapolis, Indiana.

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

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Matthew R. Gutwein  
President and Chief Executive Officer