

**MINUTES OF THE BOARD OF TRUSTEES MEETING
OF THE
HEALTH AND HOSPITAL CORPORATION
OF MARION COUNTY, INDIANA**

November 15, 2011

The meeting of the Board of Trustees (Board) of the Health and Hospital Corporation of Marion County, Indiana (HHC) was held on Tuesday, November 15, 2011, at 1:30 p.m., at Wishard Health Services (WHS), Outpatient East Building, Room T2008 A&B, 1001 West Tenth Street, Indianapolis, Indiana.

Members Present: David W. Crabb, M.D., Joyce D. Irwin, Lula M. Journey, James D. Miner, M.D., Robert B. Pfeifer; and Marjorie H. O’Laughlin.

Members Absent: Gregory S. Fehribach.

Dr. James D. Miner, chairperson, called the meeting to order and proceeded with the roll call.

Dr. Miner asked if there were any additions, corrections, or deletions to the minutes for the October 18, 2011 Board of Trustees meeting or the November 1, 2011 Special Board of Trustees meeting. There were none. Mrs. O’Laughlin made the motion to approve. Mrs. Journey seconded the motion. The minutes for the October 18, 2011 Board meeting and the November 1, 2011 were unanimously approved.

Dr. Miner stated that General Ordinances and Resolutions was the next agenda item to be presented for approval. Dr. Miner requested that General Ordinance No. 3-2011,

“An Ordinance Establishing the Annual Budget of the Health and Hospital Corporation of Marion County, Indiana for the Fiscal Year Beginning January 1, 2011 and Ending December 31, 2011 by Amending General Ordinance No. 1-2010,”

be presented for the first reading. Tavonna Harris Askew, HHC deputy general counsel, stated that she has a letter from Board member Joyce Irwin requesting that General Ordinance No. 3-2011 be presented for the first reading. Mrs. Irwin read the letter. Mrs. Askew read General Ordinance No. 3-2011. Dan Sellers, HHC treasurer, gave an explanation of the Ordinance. Dr. Miner asked if there

were any questions comments. There were none. General Ordinance No. 3-2011 will be presented for the second reading at the December 20, 2011 Board meeting.

Bylaws and Policies was the next agenda item presented. Policy No. 700-115 "**Medical Acupuncture**" Policy No. 700-117, "**Occupational Health Clinic Infection Prevention and Control**" and Policy No. 700-137, "**Range Orders and Titration Orders**" were submitted for approval. Dr. Miner stated that the Policies were discussed in the November 14, 2011 Hospital Committee meeting. The policies have been reviewed and updated. The Hospital Committee recommends approval of the Policies. Dr. Crabb made the motion to approve. Mr. Pfeifer seconded the motion. Policy No. 700-115 "**Medical Acupuncture**" Policy No. 700-117, "**Occupational Health Clinic Infection Prevention and Control**" and Policy No. 700-137, "**Range Orders and Titration Orders**" were unanimously approved.

Dan Sellers, HHC treasurer gave the Treasurer's Report. At \$90.8 million, October 2011 disbursements are above the 2011 average monthly disbursement amount of \$85.3 million. The increase is primarily due to the purchase of four additional nursing home operations. Mr. Sellers requested approval of the October 2011 Treasurer's Report. Mrs. Irwin made the motion. Mrs. O'Laughlin seconded the motion. The October 2011 Treasurer's Report was unanimously approved.

Next, Mr. Sellers presented the Revenue and Expenditures Report. The report includes a narrative and a spread sheet. There is a small deficit of \$795,700. Open purchase orders are at a deficit of \$10.6 million. Revenue is \$179.4 and at budget. Public Health is at budget. Headquarters is over budget. Grant Revenue is under budget. Grant Revenue is equal to grant expenditures and those items that are encumbered are not recognized as revenue until spent. In the Expenditure category Personal Services are over budget. Supplies are over budget. Other Services and Charges are under budget. Capital Outlays are under budget. WHS Support Payments are at budget. Long Term Care Support is over budget. The negative expense for Long Term Care Support reflects year-end divisional surplus anticipated to be distributed back to Headquarters. Mr. Sellers requested approval of the report. Mrs. Irwin made the motion to approve. Mr. Pfeifer seconded the motion. The October Revenue and Expenditure Budget Analysis were unanimously approved.

The next agenda item was Appointments. Dr. Lisa Harris submitted the Appointments for Board approval. Dr. Harris stated that the Appointments had been reviewed and approved by the Medical

Executive Committee. Dr. Crabb made a motion to approve. Mrs. O’Laughlin seconded the motion. The October 2011 Appointments were unanimously approved.

There were no Bids submitted for approval for the month of November 2011.

Mrs. O’Laughlin presented the Public Health/Healthy Babies Committee Report for October 20, 2011. The Committee discussed and reviewed the following:

- Minutes, September 20, 2011 Meeting, PH/HB Committee did not meet in October 2011
- Public Health Accreditation Report, Mary McKee, Director, Public Health Practice
- American Public Health Association 2011 Annual Meeting Report- Juanita Brand, Research Nurse, Olivia Young, Public Health Nurse, Megan Bowsher, Public Health Nurse, and Angela Lovern, Public Health Nurse

Dr. Miner reported that the Hospital Committee was presented with and discussed the following:

- Approval of October 18, 2011 Minutes
- ED Redesign – Update – Jamie Jones, M.D.
- SBIRT Study – Lisa Allan
- New Facility Update – Tom Ringham
- Ambulatory Care Report Q3-2011 – Ken Bond
- Quality Committee Report – Cissy Lough
- Medical Staff Policies, No. 700-115, “Medical Acupuncture,” No. 700-117, “Occupational Health Clinic Infection Prevention and Control,” And Policy No. 700-137, “Range Orders and Titration Orders”
- Finance Sub-Committee – James D. Miner, M.D.
- WHS Financials 3Q-2011 – Lee Livin

The Audit Committee did not meet in November 2011.

Dr. Miner reported on the Long Term Care Committee meeting. The Committee reviewed the Electronic Medical Records and the Clinical Operation Report. The Committee received a list of Long Term Care Immunization Goals and an American Senior Communities Management Update.

The Quality Committee will meet after today’s Board meeting.

Jim Fuller, WHS vice president, Clinical Support Services, reported that the Citizens Health Center is conducting a search for a chief executive officer. The Center is also reviewing and restructuring its relationship with HHC. Representatives from the U.S. Department of Health Resources and Services Administration conducted a site visit at the Center in November.

Charles Ford, chief of administration for the Indianapolis Emergency Medical Services (IEMS), gave the IEMS report. IEMS conducted a total of 9,131 runs in the month of October and a total of 77,000 for the year 2011. Seventy-Six percent of the service run individuals were transported to hospitals. The average response time for service runs is nine minutes. The IEMS team participated in sixty-seven special events in the month of October. IEMS also provides support to Conseco Field House and the IEMS team continues to assist the Indianapolis Metropolitan Police Department Swat Team. For the month of October IEMS revenues were \$9.2 million. The gross for the year to date is \$88 million. A patient survey was distributed to the Board members. Five hundred sixty responses have been received. The results from the survey are positive revealing above average responses in each area. IEMS is conducting a "Fill an Ambulance" fundraiser to support the Gleaners Food Bank for the Christmas holidays. IEMS's goal is to fill ambulances with donations.

Sheila Guenin, vice president, Long Term Care (LTC) reported that the new facilities are in the transition phase. American Senior Communities is in the process of orienting the staff of the four new acquisitions that were not already managed by ASC. This involves training all the employees at each location on the personnel handbook and all the facility and departmental policies and procedures. There have been many meetings with resident and families to assure every one of HHC's commitment to quality service. The HHC Long Term Care Department, Quality Review team, will visit all seven of the facilities by the end of December. HHC will give ASC time to facilitate the management transition. Allisonville Meadows in Fishers, opened this year in February and is 75% occupied. Rosegate Village in Southport has a very special new service, a six bed cardiac rehab unit. Primary nursing care is provided around the clock as well as specialized cardiac rehab services. Rosewalk at Lutherwood is a licensed residential assisted living facility located on the campus of Rosewalk of Indianapolis on Ritter Avenue. On November 3rd there was a special Open House at Harrison Terrace here in Indianapolis. This facility is the first facility in Indiana and possibly in the United States to be dedicated specifically to the care of persons with Dementia and Alzheimer's type diseases. A primary focus this fall in the Long Term Care Division has been to increase the number of residents who are immunized for pneumonia and influenza. Dr. Kathleen Unroe, Long Term Care consultant, sent a letter to the attending physicians at all our facilities to ask

that they encourage and provide additional education on the benefits of the influenza vaccine to any residents who have refused this preventative health measure.

Veteran's Day is a really big deal in the nursing homes. Pride is taken in honoring residents and staff who have served the country. For example, Rosewalk at Lutherwood in Indianapolis, held a special luncheon for their wartime veterans. The husband of one of the employees is a helicopter pilot who just recently returned from Afghanistan. He spent more than two hours with the residents sharing his experiences and listening to theirs.

Board member Joyce Irwin deferred to Margie Payne, vice president of Midtown Mental Health Center, for the Midtown update. Mrs. Payne stated that the Midtown Mental Health Center continues to perform well in the financial area. The Midtown Westside Clinic is operating a program that evaluates, diagnoses and treats borderline personality disorders. These patients experience abuse before the age of two and the abuse results in chronic psychotic symptoms. This is the largest program of its kind in the state. It is a year-long intensive treatment program and afterwards the patients go through a two-year maintenance process. Midtown crisis physicians continue to work with the Indianapolis Metropolitan Police Department.

Mr. Gutwein, HHC president and CEO, stated that HHC continues to work toward improving access to healthcare at WHS. HHC also is working on methods of sustaining the economic level of WHS in order to offset federal cuts. The Eskenazi Health fundraising campaign has reached 69% of the required funds committed to the goal. The Eskenazi Health project is on budget and schedule. The new facility parking lot will be in use by the end of November 2012. New facility diversity participation goals have been exceeded. HHC conducted a George H. Rawls Scholarship reception to honor participating Rawls scholars. The George H. Rawls Scholarship is an endowment fund for the purpose of increasing minority physician access in Indiana. Mr. Gutwein concluded his reported by announcing that Dr. Virginia Caine, director, MCPHD, was a keynote speaker at the 2011 American Public Health Association (APHA) Annual Convention. He also stated that Board member Joyce Irwin is on the cover and featured in the November 2011 edition of Indianapolis Woman Magazine.

Dr. Virginia Caine, director, MCPHD, reported that she was keynote speaker at the APHA Annual Convention and thanked Mr. Gutwein for information to support her speech. Dr. Howard K. Koh, Assistant Secretary for Health, U.S. Department of Health and Human Services, was a special guest

at the APHA Convention. Dr. Koh previously served as Associate Dean for Public Health Practice at the Harvard School of Public Health. Dr. Caine stated the rates have dropped for minorities receiving influenza immunizations. The MCPHD is collaborating with the National Hispanic Medical Association and other entities to increase minority immunization rates. Dr. Caine also stated that the 36th Great American Smokeout will be held on November 17, 2011. This event is sponsored by the American Cancer Society and encourages individuals who smoke to use this specific date to make a plan to quit smoking. Twenty-two percent of Marion County residents smoke and pediatric asthma hospital admissions have increased to second hand smoke. Over two billion dollars is spent yearly as a result of conditions caused by smoking. Dr. Caine announced that Board member Joyce Irwin is the chairperson for the Indiana American Heart Association “Go Red Luncheon.” Dr. Caine commented on a special volunteer service award that Mrs. Irwin received from President George Bush and thanked Mrs. Irwin for her continuous work in the community.

Dr. Lisa Harris, medical director and CEO of WHS, reported that the WHS Chief Medical Information Officer Dr. Paul Dexter was recognized in the most recent issue of the Modern Health Care magazine as one of the top twenty five health information clinicians in the country. The award recognizes his expertise in the technology area as well as his commitment to patients. Dr. Dexter is rewriting the WHS physician order entry system. WHS is conducting the annual open enrollment for employees. There is an increase in the number of employees who earned wellness incentives. There was also a 34% increase of employees who reduced their body mass index by 20% or more. WHS conducts a Volunteer Advocacy Program that addresses all needs of patients. This program consists of a diverse group of volunteers and the second class was trained and began volunteer services this month. Another program at WHS is the Community Health Take Charge Program. This program consists of individuals who are lifestyle coaches for patients. On December 5, 2011 WHS will conduct a program in conjunction with the Herron School of Art. Students from the school will visit WHS and return to the school and create pieces that will represent their experiences during the visit. The art will be presented at a reception and prizes will be awarded for the best submissions.

Dr. Miner stated that this was a public meeting and asked if there was anyone from the public that had comments or questions.

There was a representative from Jobs for Justice at this meeting. The Jobs for Justice representative extended the organization's gratitude for the support given by HHC in expressing the group's concerns.

There was no further business therefore the meeting was adjourned.

The next meeting of the Board will be held on Tuesday, December 20, 2011, at 1:30 p.m., at WHS, Outpatient East Building, Room T2008 A&B, 1001 West Tenth Street, Indianapolis, Indiana.

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

Matthew R. Gutwein
President and Chief Executive Officer