

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

August 25, 2015

The meeting of the Board of Trustees (“Board”) of the Health and Hospital Corporation of Marion County, Indiana (“HHC”) was held on Tuesday, August 25, 2015, at 1:30 p.m., at the Sidney and Lois Eskenazi Hospital, 720 Eskenazi Avenue, Outpatient Care Center, Rapp Family Conference Center, First Floor, Faegre Baker Daniels Conference Room, Indianapolis, Indiana.

Members present: James D. Miner, M.D; Deborah J. Daniels; Charles S. Eberhardt; David F. Canal, M.D.; Gregory S. Fehribach; Joyce Q. Rogers;

Members absent: Lacy M. Johnson;

Dr. Miner called the meeting to order and proceeded with the roll call.

Dr. Miner asked if there were any additions, corrections, or deletions to the Board minutes from the July 28, 2015, meeting, as well as the August 11, 2015, meeting. Mr. Fehribach made the motion to approve both sets of minutes. Mr. Eberhardt seconded the motion. The minutes from July 28, 2015, meeting, as well as the August 11, 2015, meetings were unanimously approved.

Dr. Miner stated that General Ordinances and Resolutions was the next agenda item to be presented for approval. Ms. Rogers presented General Ordinance No. 4-2015(B), “**Budget**”. The General Ordinance No. 4-2015(B), “**Budget**”, was introduced by Dr. Canal and received and read by Tavonna Harris Askew, chief of staff and general counsel, HHC. Ms. Daniels seconded the motion. Since this was a public meeting, Dr. Miner asked if there were any comments or questions from the public regarding General Ordinance 4-2015(B), “**Budget**”. Matthew R. Gutwein, president and CEO, HHC, gave a few reminders regarding this budget. Mr. Gutwein stated that this is a balanced budget that does not raise property taxes for the Eskenazi Hospital construction. In fact, this budget contemplates lowering the property taxes. This budget fully funds capital and infrastructure improvements, includes merit increases for staff, and plans for the future by setting aside funds

for cumulative building funds for future capital needs. General Ordinance No.4-2015(B), "**Budget**" was unanimously approved.

Bylaws and Policies were the next agenda item submitted for Board approval. Dr. Miner stated that Policy No. 700-01, "**Medical Staff Applicants**", Policy No. 700-03, "**Clinical and Temporary Privileges**", Policy No. 700-06, "**National Practitioner Data Bank**", Policy No. 700-11, "**Credentials Files and Records of Medical Staff Committees**", Policy No. 700-19, "**Allied Health Practitioners**", Policy No. 700-42, "**Medication Usage Evaluation**", Policy No. 700-45, "**Moderate and Deep Sedation**", Policy No. 700-65, "**Testing for Newborn Metabolic Disorders**", Policy No. 700-102, "**Patient Restrains and Seclusion**", Policy No. 700-110, "**Identification and Management of Impaired Medical Staff Members**", Policy No. 700-114, "**Board Certification**", Policy No. 700-124, "**CPR – Competence for Medical and Allied Health Staff and the Code Team**", Policy No. 700-127, "**Medical Staff and Allied Health Staff Continuing Education Requirements for Reappointment**", Policy No. 700-129, "**Absence of a Service Chief**", Policy No. 700-131, "**Credentialing Fees**", Policy No. 700-132, "**Medical staff and Allied Health staff – Health Evaluation, Tuberculosis Surveillance, and Influenza Surveillance**", Policy No. 700-144, "**Moderate and Deep Sedation Privileges**" were reviewed in the Hospital Committee meeting on August 25, 2015, and had also been reviewed by the Medical Staff Committee. The Hospital Committee recommends approval. Dr. Miner gave an explanation of each Policy. Ms. Daniels made the motion to approve. Mr. Eberhardt seconded the motion. Policy No. 700-01, "**Medical Staff Applicants**", Policy No. 700-03, "**Clinical and Temporary Privileges**", Policy No. 700-06, "**National Practitioner Data Bank**", Policy No. 700-11, "**Credentials Files and Records of Medical Staff Committees**", Policy No. 700-19, "**Allied Health Practitioners**", Policy No. 700-42, "**Medication Usage Evaluation**", Policy No. 700-45, "**Moderate and Deep Sedation**", Policy No. 700-65, "**Testing for Newborn Metabolic Disorders**", Policy No. 700-102, "**Patient Restrains and Seclusion**", Policy No. 700-110, "**Identification and Management of Impaired Medical Staff Members**", Policy No. 700-114, "**Board Certification**", Policy No. 700-124, "**CPR – Competence for Medical and Allied Health Staff and the Code Team**", Policy No. 700-127, "**Medical Staff and Allied Health Staff Continuing Education Requirements for Reappointment**", Policy No. 700-129, "**Absence of a Service Chief**", Policy No. 700-131, "**Credentialing Fees**", Policy No. 700-132, "**Medical staff and Allied Health staff – Health Evaluation, Tuberculosis Surveillance, and Influenza Surveillance**", Policy No. 700-144, "**Moderate and Deep Sedation Privileges**" were unanimously approved.

Daniel E. Sellers, treasurer and CFO, HHC, gave the Treasurer's Report. Cash Disbursements for July 2015 were at \$112.5 million, which is below the 2015 monthly average. Dr. Miner asked if there were any questions

regarding the report. There were none. Mr. Fehribach made the motion to approve. Ms. Daniels seconded the motion. The July 2015 Cash Disbursements Report was unanimously approved.

Mr. Sellers continued with Revenue and Expenditure Report. The Tax Revenues were on par with budget. Other State and Federal Revenues are close to budget, at \$51.5 million. Marion County Public Health Department (“MCPHD”) is better than budget at \$5.1 million. Headquarters is trailing at \$16 million. Grant revenues are below budget at \$8.9 million. Total Revenue for the Corporation is \$97.6 million. Expenditures are seeing Personal Services better than budget at \$33.2 million. Supplies are at \$3.4 million, which is better than budget. Other Services and Charges are better than budget with \$21.1 million in open purchase orders. Capital Outlays are close to \$1 million. Eskenazi Health, IEMS, and Long Term Care all at budget. Operating Transfer Cumulative Building Fund is fully funded. Operating Transfer Bond and Lease Payments are being fully funded. Mr. Fehribach made the motion to approve. Mr. Eberhardt seconded the motion. The July 2015 Revenue and Expenditure Report was unanimously approved.

The next agenda item was Appointments. Dr. Miner stated that the Appointments were reviewed in the August 25, 2015, Hospital Committee meeting. The Appointments have also been reviewed and approved by the Medical Executive Committee. The Hospital Committee recommends approval of the Appointments. Ms. Daniels made a motion to approve. Ms. Rogers seconded the motion. The August 2015 Appointments were unanimously approved.

The following Privilege Forms and Guidelines were submitted for approval in the August 25, 2015, Board meeting.

- ◆ *“Advance Practice Nurse”*
- ◆ *“Physician Assistant”*
- ◆ *“Department of Medicine, Specialty Medicine”*

Dr. Miner stated that the Privilege Forms and Guidelines were discussed in the August 25, 2015, Hospital Committee meeting. Dr. Miner gave an explanation of the changes to the form. The Hospital Committee recommends approval and submitting to the full Board for approval. Ms. Rogers made the motion to approve. Ms. Daniels seconded the motion. The Privilege Forms and Guidelines were unanimously approved.

Mr. Eberhardt gave the Audit Committee Report for August 2015. Mr. Eberhardt stated that in the July 28, 2015, meeting of the Audit Committee, BKD, LLP provided the previous year’s audit report. During this meeting, the Audit Committee was presented with two material weaknesses and one deficiency. The Audit

Committee also met August 25, 2015, and agreed to follow the BKD, LLP recommendations regarding the two material weaknesses and one deficiency.

Dr. Miner reported that the Eskenazi Health Committee met on August 25, 2015. The Committee reviewed the minutes from the previous meeting and heard a report from the human resources departments regarding gender race, and disability at both the department and institutional levels. The Eskenazi Health Center report is expanding relationships to provide better care to the community with tactics such as same day scheduling. There was an update from Scott Morris regarding EPIC. Mr. Morris gave a dashboard update and stated that the project is on time and on budget. The Committee also reviewed the Purchase Recommendations, Appointments, Reappointments, and Changes to Privileges, and the Privilege Forms.

Ms. Daniels gave the Public Health (PH) Committee report. Ms. Daniels commented that the Committee heard a report from Karen Holly, director of operations, MCPHD, regarding the MCPHD website update. Ms. Holly reviewed what the new website will be capable of and how user friendly it will be. The new website is slated to be up by Labor Day. The next report came from Jeff Larmore, hazardous materials and indoor air quality supervisor, Water Quality and Hazardous Materials Management. Mr. Larmore took the Committee outside to see one of the two response trucks that the department has and used that as a tool to explain the scope and range of services the department offers.

The Quality Committee will meet after the completion of the August 25, 2015, Board Meeting.

Ernie Vargo, president and CEO, Eskenazi Health Foundation, reported that the Foundation has partnered with the Grants Department and has successfully received several grants. The Foundation is testing the feasibility of a new initiative and is hopeful to know later in the fall if they will take that approach. The Governance Committee is working on recruiting new members for the Foundation Board.

Dr. Charles Miramonti, chief, Indianapolis Emergency Medical Service (IEMS), gave the IEMS report.

Dr. Miramonti gave report stating that the 11th recruit class has graduated and is now on regular duty. AEDs are on their second placement of the year and are expanding into new sites. The Narcan Program has been awarded a grant for expansion. IEMS is participating in the mobile food pantry until the end of September. There will be a new paramedic course in the next few months. In the first quarter of 2016, there will be a recruitment class of individuals who do not have a medical background, which IEMS believes is an untapped market for great employees.

Shelia Guenin, vice president, Long Term Care (LTC), reported the 17 facilities are transitioning well to the new standards in place. The Indiana Healthcare Association has awarded two LTC staff members with top awards. Mrs. Guenin listed the accomplishments and accolades of these two worthy individuals. The Skilled Facilities ranking shows that HHC LTC facilities rank better than the state average. Of the 17 new facilities, some rank worse than the state average, but the LTC department will be working on improving their scores.

Margie Payne, vice president, Mental Health Operations, gave the Midtown Advisory Board report. The Midtown Advisory Board met last month and will meet August 26, 2015. The Midtown Advisory Board has four members whose terms are ending at the end of 2015. They are looking to confirm replacements within the next month. Midtown has staff at 3, soon to be 4, IMPD district locations. There was also a presentation about community treatment teams, these three teams serve 150 people each and are available to their clients 24 hours a day, 7 days a week, 365 days a year. The performance improvement results are very positive for this year.

Matthew R. Gutwein, president and CEO, HHC, stated that MCPHD, Eskenazi Health, and IEMS held 135 community health fairs over the summer, which included vital preventative health screenings. The food safety inspectors provide 18,000 inspections annually. There were 12 comprehensive neighborhood cleanups by the Environmental Control department, which resulted in 15 million pounds of trash being removed. Jump In for Health Kids is an initiative that aims to decrease the number of childhood obesity cases and Mr. Gutwein encourages involvement in this program.

Karen Holly, director of operations, MCPHD gave the MCPHD report. A reminder was given to parents to have their children's' vaccinations up to date. The annual Healthy Older People Program (HOPP) conference is coming up and the theme is "Passing It Forward: Doing Good Makes You Feel Good". Dr. Caine is participating in the National Association of Health Officials conference where she will be consulting with other health department officials regarding Hepatitis C.

Dr. Lisa Harris, medical director and CEO, Eskenazi Health, began her report by stating that there has been an increase in patient volume which necessitates the need for 60 more nurses. A job fair was held and 240 nurses attended, 1/3 of those being from outside the Indianapolis area. Eskenazi Health has received support from the Lilly Endowment for internships of students with disabilities. The results from the Physician Engagement Survey are in and Eskenazi Health scored better in all areas than the national benchmark. Indiana University School of Medicine's student interest group focused on LGBTQ issues will help create a website focused on

healthcare information aimed at LGBTQ individuals. Eskenazi Health is an Indy Jazz Fest partner and will engage in three events with the Festival during the month of September.

Since this was a public meeting, Dr. Miner asked if there were any comments or questions from the public or additional business. There were no comments.

There was no further business. Dr. Canal motioned to adjourn the meeting. Ms. Daniels seconded the motion. The meeting was adjourned by unanimous voice consent.

The next meeting of the Board will be held on Tuesday, September 15, 2015, at 1:30 p.m.

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

Matthew R. Gutwein
President and Chief Executive Officer