

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

November 19, 2013

The meeting of the Board of Trustees ("Board") of the Health and Hospital Corporation of Marion County, Indiana ("HHC") was held on Tuesday, November 19, 2013, at 1:30 p.m., at the Sidney and Lois Eskenazi Hospital, 720 Eskenazi Boulevard, Outpatient Care Center, Rapp Family Conference Center, First Floor, Faegre Baker Daniels Conference Room, Indianapolis, Indiana.

Members present: David F. Canal, M.D.; Deborah J. Daniels; Gregory S. Fehribach; James D. Miner, M.D.; Robert B. Pfeifer and Marjorie H. O'Laughlin.

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 October 15, 2013 Board meeting and the November 8, 2013 Special Board meeting. There were none.

Mrs. O'Laughlin made the motion to approve the minutes. Mr. Pfeifer seconded the motion. The minutes from the October 15, 2013 and the November 8, 2013 Special Board meeting were unanimously approved.

Dr. Miner requested that General Ordinance No. 2-2013 be presented for the second reading and placed upon passage. Mrs. Askew, general counsel, HHC, read General Ordinance No. 2-2013,

AN ORDINANCE amending the annual budget of The Health and Hospital Corporation of Marion County, Indiana, for the fiscal year beginning January 1, 2013, and ending December 31, 2013, by amending General Ordinance 4A-2012 to appropriate additional funds in the amount of \$28,700,000 for the General Fund, \$2,848,000 for Bond Retirement Fund New Wishard, and \$20,000,000 for the Cumulative Building Fund, appropriating monies for the purpose of defraying the expenses and outstanding claims and obligations of

the several divisions and officials of the Corporation; and fixing a time when the same shall take effect.

Dr. Miner asked if there were any questions regarding the Ordinance. There were none. Mr. Fehribach made the motion to approve. Dr. Canal seconded the motion. General Ordinance No. 2-2013, "***Budget Amendment***" was approved with 6 ayes and 0 nays.

Resolution No. 10-2013, "***Disposal of Real Property***" was the next item submitted for Board approval. Brian Carney, vice president of planning, HHC, Health and Hospital Corporation Facilities gave an explanation of Resolution No. 10-2013. This Resolution gives authority to the President and Chief Executive Officer, Matthew R. Gutwein, to negotiate and enter into agreements for disposal of real property located at 223 North Lynn Street. Mr. Fehribach made the motion to approve. Mrs. Daniels seconded the motion. Resolution No. 10-2013, "***Disposal of Real Property***" was unanimously approved.

The next item submitted for Board approval was Resolution No. 11-2013, "***Naming of Frontier Trust Company as Trustee.***" Dr. Miner gave an explanation of the Resolution stating that the Health and Hospital Corporation of Marion County Retirement Plan ("Plan") was established and approved by the Board on April 16, 2013, and the Plan provides for appointment of a trustee by the Board. Dr. Miner stated that the Resolution was discussed in the November 19, 2013, Hospital Committee meeting. The Hospital Committee recommends approval of the Resolution. Mr. Pfeifer made the motion to approve. Mrs. O'Laughlin seconded the motion. Resolution No. 11-2013, "***Naming of Frontier Trust Company as Trustee***" was unanimously approved.

Bylaw and Policies was the next agenda item. The following Policies were submitted for approval:

Policy No. 700-87, "***Documentation of AMA, Left Without Being Seen, Left Before Treatment Finished***"

Policy No. 700-122, "***Disclosure Discussions with Patients/Families***"

Policy No. 700-124, "***CPR Competence for Medical and Allied Health Staff and the Code Team***"

Policy No. 700-146, "***Physician Orders for Scope of Treatment***"

Dr. Miner gave an explanation of each Policy and stated that the each was discussed in the November 19, 2013, Hospital Committee meeting. The Hospital Committee recommends approval. Dr. Canal

made the motion to approve. Mr. Fehribach seconded the motion. The Policies were unanimously approved.

Daniel E. Sellers, CFO and treasurer, HHC, gave the Treasurer's Report. At \$114.5 million, October 2013 disbursements are above the 2013 average monthly disbursement amount of \$102.7 million. The increase of \$11.8 million is primarily due to an additional pay period in October for all divisions. Mr. Fehribach made the motion to approve. Mrs. O'Laughlin seconded the motion. The Cash Disbursements for November 2013 were unanimously approved.

Mr. Sellers continued with the Revenue and Expenditure Report for November 2013. Tax Revenues at 10/12 of the annual budget are at budget. In the Other State and Federal Revenues category, \$36 million above the 2013 budget has been received in 2013, this amount has been prorated through the remainder of the year. Public Health Revenues under budget. Headquarters Revenues are over budget. Grant Revenues are under budget. Because grant revenues are equal to grant expenditures, those items that are encumbered are not recognized as revenue until spent. As the actual expenditures are made and the encumbrances are liquidated, the reimbursements can then be requested. In the Expenditures category, Personal Services are over budget. Supplies are over budget. Other Services and Charges are over budget. Capital Outlays are under budget. WHS and EMS Support payments are over budget. In the Long Term Care Support category, the negative expense on this line reflects year-end divisional surplus anticipated to be distributed back to HHC. In the Operating Transfer Cumulative Building Fund category, the amount represents the anticipated annual amount to be transferred to Cumulative Building fund by year end 2013. Operating Transfer Bond and Lease Payments reflects annual bond and lease payments. This line includes the transfer needed to fund debt payments out of the debt service fund. Mr. Pfeifer made the move to accept. Mrs. Daniels seconded the motion. The Revenue and Expenditure Report for October 2013 was unanimously accepted.

The next agenda item was Appointments. Dr. Miner stated that the Appointments were reviewed in the November 19, 2013, Hospital Committee meeting. The Appointments have also been reviewed and approved by the Medical Executive Committee and the Credentialing Committee. The Hospital Committee recommends approval of the Appointments. Mrs. O'Laughlin made a motion to approve. Mrs. Daniels seconded the motion. The November 2013 Appointments were unanimously approved.

The following Privilege Forms and Guidelines were submitted for approval in the November 19, 2013 Hospital Committee meeting.

- ◆ *Dermatology Clinical Privilege Form*
- ◆ *Emergency Medicine Clinical Privilege Form*
- ◆ *Neurosurgery Clinical Privilege Form*
- ◆ *Ophthalmology Clinical Privilege Form*
- ◆ *Otolaryngology Clinical Privilege Form*
- ◆ *Psychiatry Associate Staff Clinical Privilege Form*
- ◆ *Psychiatry Medical Staff Clinical Privilege Form*
- ◆ *Radiation Oncology Clinical Privilege Form*
- ◆ *Radiology Clinical Privilege Form*
- ◆ *Radiology Oral and Maxillofacial Clinical Privilege Form*
- ◆ *Urology Clinical Privilege Form*

The Hospital Committee recommends approval. Mr. Fehribach made the motion to approve. Mrs. Daniels seconded the motion. The Privilege Forms and Guidelines were unanimously approved

There were no Bids submitted for the month of November 2013.

Mrs. O'Laughlin gave the November 19, 2013 Public Health/Healthy Babies (PH/HB) Committee report. The Committee approved the October 15, 2013 minutes. The Committee was also presented with a Marion County Public Health Department Healthy Homes Initiative report by Karla Johnson, MPH, administrator, Lead Safety & Healthy Homes. The mission of the Healthy Homes Initiative is to ensure homes throughout Marion County are safe by educating and supplying resources to residents. One method use to carry out the mission is by conducting homes assessments. The program is expanding to a senior citizens program to include community partners such as Central Indiana Council on Aging and the Jewish Community Center. Emergency kits will be provided to occupants of the homes in the program.

Dr. Miner reported that the Hospital Committee approved the October 15, 2013, meeting minutes and the agenda for the meeting consists of several agenda items that have previously discussed in this Board meeting.

The Quality Committee will meet after today's Board of Trustees meeting.

Dr. Charles Marimonti, deputy medical director, IEMS, reported that the service is in the process of coordinating the move to the new facility. He stated that IEMS staffed a booth at for the Decision House Program, a program for teens, which was hosted by Indianapolis Public Schools. The program is complete for the year 2013 but IEMS will continue to work with this program. IEMS is also presently involved in the *“Treat the Streets”* Program. This is an Indiana University School of Medicine emergency medicine faculty program. The purpose of the program is to improve the way childhood asthma is medically managed in Marion County through an innovative program that incorporates the skills and flexible schedules of specially trained Indianapolis Emergency Medical Services paramedics. IEMS will hold its first annual awards banquet in January 2014. Dr. Marimonti stated that several IEMS employees have received awards for their exemplary service.

Margie Payne, vice president, Midtown Mental Health Center, reported that the Midtown Mental Health Center Board met on November 11, 2013. The Midtown Mental Health Board meeting consists of a Midtown older adult program presentation. Individuals have to be sixty years or older to participate in this program. The presentation included formation on mental health diagnosis, referrals, number of older adult patients (824), and screening in order to place patients in assisted living and nursing facilities. Mrs. Payne stated that the Midtown Mental Health Center substance abuse program has been successful in helping patients get off the medications they were abusing.

Ernie Vargo, president and CEO, Eskenazi Health Foundation, stated that the fundraising initiative has resulted in meeting with 1454 individuals to date. Campaign funds are at \$80.6 million from 3296 donors. Mr. Vargo also stated that the Eskenazi Health Gift Shop Ribbon Cutting Ceremony will be held today, November 19, 2013.

Shelia Guenin, vice president, Long Term Care (LTC), HHC, shared regulatory compliance information. Cardinal Nursing and Rehabilitation in South Bend has had two full standard licensure and recertification surveys this year and has excelled in demonstrating to the Indiana Department of Health that the quality of care provided meets all standards. The second survey which occurred just a few weeks ago resulted in no deficiencies being cited. You may recall that this facility was designated as a “special focus facility” by the Department of Health last year. The leadership team earned a “deficiency free licensure and recertification survey” last month. The local full service retirement community, American Village, on east 54th street has earned this month a third perfect annual survey. For the third

year in a row, the licensing agency has recognized American Village as meeting all regulatory state and federal standards. This is a first for HHC's Long Term Care Division and places this retirement community in a very elite group of providers here in Indiana. The third facility in the past month to receive a deficiency free survey is the Assisted Living facility on our Coventry Meadows campus in Fort Wayne. This is the second deficiency free survey for this licensed residential facility. Bethany Village Assisted Living on South Shelby Street here in Indianapolis also earned a perfect survey report this fall. Bethany Village is one of our most recent acquisitions having become an HHC facility in August 2012. In this past year, the facility has received an extensive physical plant remodeling and upgrade as well as all the policies, procedures and systems that our organization and American Senior Communities has to offer.

This brings the total number of exceptional surveys to eleven for 2013 – nine skilled facilities and two licensed residential. According to ISDH's website, only 10% of the Indiana nursing facilities have earned a deficiency free survey in the past year and fewer than 5% of Indiana skilled nursing facilities can match the LTC three consecutive perfect surveys.

Veteran's Day is celebrated at most of the Long Term Care locations around the state. The Fort Wayne area facilities sponsored a Free Breakfast and Golf outing in collaboration with the Fort Wayne Parks & Recreation Department. Heritage Park in Fort Wayne participated with the American Legion Post 499 in honoring 26 veterans at our senior living community with gifts and a special ceremony on Veteran's Day which included a rifle salute as well as poetry reading by one of our residents. One of our South Bend Locations – West Bend Nursing and Rehabilitation, held a reception for veterans with the local high school ROTC and school choir performing. The assistant administrator, Chad Knisley, who is himself a veteran, gave a patriotic speech and a presentation recognizing veterans who remain missing in action.

Mrs. Guenin concluded her report by focusing on a Countryside Meadows resident in Avon. Hank Schneider, is an 88 year old resident and an Air Force Veteran of WWII. Mr. Schneider worked for several years as the maintenance director for Dr. Tavel vision centers, taking care of 31 optometry stores in Indiana. This veteran will be granted a wish from his personal bucket list when Countryside Meadows staff takes him to a Notre Dame Fighting Irish football game! Community members and his family have been invited to join him on this trip and we are all hoping for great weather as Hank realizes

his dream of more than 45 years. This is one example of the many ways our Long Term Care staff honor our residents and their life accomplishments every day.

Matthew R. Gutwein, president and CEO, HHC, stated that this is the first meeting of the Board of Trustees at the Sidney and Lois Eskenazi Hospital. There have been several open houses conducted for builders, donors, employees and the public. Numerous political figures have attended the open houses. The politically affiliated attendees included Senator Dan Coats, Senator Joe Donnelly, City County Councilor Maggie Lewis and Congressman Andre Carson. The Eskenazi Family Week was also very successful. Mr. Gutwein extended thanks to the Michelle O'Keefe and staff, Ernie Vargo and staff and all other staff who were instrumental in making this initiative a success. There have been over 400 volunteers for the project. He also thanked Tom Hirons, members of the New Wishard Transition Team, Kahn's catering, Tuxedo Brothers, and Tara Parchman for their services in making the grand opening a success. The Sidney and Lois Eskenazi Hospital is scheduled to officially open for business on December 7, 2013.

Dr. Virginia Caine, director, Marion County Public Health Department (MCPHD), stated that MCPHD will conduct an Influenza Summit on December 5, 2013 at the Indiana Historical Society. The keynote will be a representative from the Center for Disease Control (CDC). There will also be a high dose influenza presentation. MCPHD staff attended the annual APHA conference. There were several MCPHD presentations. The MCPHD staff presentations at the APHA conference included ***"Maternal Opioid Use and Newborn Drug Withdrawal: Public Health Epidemic?"*** by Anne Lise Sullivan, ***"Protecting Those Who Served"*** by Katy Ellis and ***"Using Intense HIV Education to Utilize and Facilitate HIV Care"*** by Leonard Bryson. Dr. Caine stated that there is a TB skin test shortage. Resolution No. 9-2013, ***"Revised Fee Schedule"*** was created in order to preserve supplies for individuals in whom a blood test is not recommended, while still providing services of TB testing and control. In light of this, MCPHD seeks to establish a fee of \$50 for a TB blood test. The Resolution was approved at the November 8, 2013 Special Board meeting. Dr. Caine announced that Dana Reed Wise, bureau chief, MCPHD Bureau of Environmental Health, received an award from the Black Caucus of Public Health Workers for her exemplary service.

Dr. Lisa Harris, CEO and medical director, WHS, stated that one focus continues to be on all aspects of quality care. She stated that WHS continues the process of moving to the Sidney and Lois Eskenazi

Hospital. All rooms at the new facility are private rooms. Patients will be moved on December 7, 2013. MESH and IEMS are among the services that will assist with moving. The Emergency Department at WHS and the Sidney and Lois Eskenazi Hospital will be double staffed to insure safety of all patients. Dr. Harris stated that WHS is a member of the University Health System Consortium. This Consortium consists of medical and academic medical centers. WHS received a Supply Team Excellence Award for its evidence based supply change from the Consortium and for being a first class safety net facility. There are over 420 members in the Consortium. The WHS Healthy Needs Program received a Tony and Mary Hulman Achievement Award from the Indiana Public Health Association (IPHA). The Healthy Needs Program provides personalized free screening and health coaching to patients. There have been over 7000 patients that achieved and maintained substantial weight loss under this program. The program is a very successful program that is funded by the Fairbanks Foundation.

Dr. Miner extended his thanks to all staff that has been involved in the Eskenazi Health Services transition. He also thanked past and present Board members for their participation in the process.

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 and the meeting was adjourned.

The next meeting of the Board will be held on Tuesday, December 17, 2013 at 1:30 p.m.

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

Matthew R. Gutwein
President and Chief Executive Officer

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