

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

**August 10, 2004**

The meeting of the Board of Trustees ("Board") of The Health and Hospital Corporation of Marion County, Indiana ("HHC"), was held on July 27, 2004, at 1:30 p.m., in the Fourth Floor Administrative Conference Room "A" of the Ott Building, Wishard Health Services, 1001 West Tenth Street, Indianapolis, Indiana. Members Present: James D. Miner, M.D., Betsy L. Brougher, Jean S. Blackwell, Lula M. Journey, Marjorie H. O'Laughlin and Robert B. Pfeifer. Member Absent: Henry C. Bock, M.D.

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

Dr. Miner asked if there were any additions, corrections or deletions to the minutes for the June 15, 2004 Board meeting. There were none. Mr. Pfeifer made the motion to approve the minutes. Mrs. Blackwell seconded the motion. The minutes for the June 15, 2004 Board of Trustees meeting were unanimously approved.

Mrs. Journey informed Chairman Miner that there were guests present. Mr. AlGhani introduced his guests: Mr. Sanford Garner, Ms. Earline Moore and Dr. Ruth Stevens from Citizens Health Care Center. Dr. Miner thanked them for coming.

Before moving forward with the General Ordinances, Dr. Miner stated there would be a brief report from the Wishard Memorial Foundation on current projects.

Dr. Miner introduced Mr. Dane Starbuck, Mr. Greg Williamson and Mrs. Ellen Robinson from the Wishard Memorial Foundation. Mrs. Robinson presented an overview of the Wishard Memorial Foundation, its operations, its funding, donor strategies, upcoming events, opportunities for recognition, and the efforts being made to establish partnerships and increase awareness. Mrs. Robinson also elaborated on the progress being made through grants and the grant system they have put into place. Mr. Williamson presented information focused on two campaigns. The first is the George Rawls Scholarship, which provides scholarships for minority students at the I.U. School of Medicine. The second campaign is for the Philip and Vivian Pecar Health Center. This health center offers preventative medicine to the uninsured and underinsured residents of Northwest Indianapolis, and centralizes services so that those residents needing healthcare services do not have to travel to several different locations, but can look to one centralized location for their healthcare needs. Background information was presented explaining the initiatives for both campaigns. Mr. Starbuck closed with Wishard Memorial Foundation's greatest challenge, which is reaching out to people to make them aware of the needs of the Foundation's campaigns. Mrs. O'Laughlin asked about the United Way campaign and if the Wishard Memorial Foundation was still listed as a donor designee. Mr. Starbuck affirmed that it is. Mrs. Journey thanked the representatives of the Wishard Memorial Foundation for including the Trustees in the presentation.

The next agenda item was General Ordinances and Resolutions. Dr. Miner requested that Mrs. Keith, General Counsel, present General Ordinances No. 3 through 6-2004, for the first reading. Mrs. Brougher requested that General Ordinances No. 3 through 6-2004 be received for introduction and read for the first time. Dr. Miner asked that the Ordinances be received and read the first time by title. Mrs. Keith stated that General Ordinance No. 3-2004, is "Ordinance Violations Bureau;" General Ordinance No. 4-2004, is "Administrative Searches and Notices;" General Ordinance No. 5-2004, is "Water Quality;" and General Ordinance 6-2004, is an Ordinance establishing the "Annual Budget of Health and Hospital Corporation For The Year Beginning 2005." Dr. Miner stated that the Ordinances will be considered a second time, each individually, before passage at the next Board meeting.

Mrs. Keith advised that there were two resolutions to be presented. Resolution No. 10-2004, which deals with the sale of 4163 Millersville Road, and Resolution No. 11-2004, which is the Wishard Memorial Hospital Amendments to the Audit Committee. Mrs. Blackwell moved to approve the resolution for the sale of the 4163 Millersville Road property. Mr. Pfeifer seconded the motion. Resolution No. 10-2004 carried. Mrs. Journey moved to approve Resolution No. 11. Mrs. Brougher seconded the motion. Resolution No. 11-2004 carried.

Dr. Miner addressed Policies and By-Laws. He advised that these were discussed in the Hospital Committee meeting and the consensus of the Hospital Committee was to recommend passage of both. Mr. Steve Nathan explained the revisions to the policies that are currently in place. The first Policy, 700-45, Moderate and Deep Sedation, was further elaborated on by Chairman Miner. Mrs. O'Laughlin moved to approve the policy revision. Mr. Pfeifer seconded the motion. Policy 700-45 was approved.

Mr. Nathan brought to the Board for discussion Policy No. 700-120. This is a policy on how to monitor specific practice guidelines and how to improve them through the administrative process. Dr. Miner stated that this is a policy for instituting and managing guidelines for the care of patients. Mrs. Brougher moved to approve Policy No. 700-120. Mrs. Journey seconded the motion. Policy No. 700-120 passed.

Mr. Sellers presented the Treasurer's Report. The Treasurer's Report was examined and Mr. Sellers explained the large dollar disbursements. Mrs. O'Laughlin moved to accept the Treasurer's Report. Mr. Pfeifer seconded the motion. Treasurer's Report approved. Mr. Sellers referred to the Revenues and Expenditure Analysis in the Treasurer's Report. Mr. Sellers explained that this report does not reflect the changes that were passed by the Board at the June 15th meeting, that the Board will note that the expenditures are over budget, but corrections will be made. The revenues are on target, grants are 35% better than budget at \$2.5 million, and expenditures for personal services are under budget by 3.9%, after merit increases. The Corporation is \$300,000 over budget for supplies due to open purchase orders, and those expenditures will continue to fall back and will come back at budget or better. The "Other Services and Charges" line item reflects the budget increase from the last budget meeting. The Corporation is over budget by \$17 million. After the budget changes that occurred, the Corporation will be better than budget by \$2 million.

Mrs. O'Laughlin had a question about the Treasurer's Report. Mr. Sellers noted that there is a discrepancy in the narrative compared to the financial data provided in the spreadsheet and that narrative will be corrected. Mrs. Journey moved to accept the Treasurer's Report. Mrs. O'Laughlin seconded the motion. The Report was unanimously approved.

Dr. Miner asked if there were any current appointments to the Medical Staff. Mr. Nathan asked the Board to refer to their packets. No changes are significant, however, a number have withdrawn their privileges for Deep and Moderate Sedation. Mr. Pfeifer moved that the appointments be approved. Mrs. Journey seconded the motion. The Medical Staff Appointments for the month of July 2004 were approved.

Next, Dr. Miner stated that the Corporation has a bid for the interior finish on the Mosquito Control building located at 21st and Sherman. Dr. Caine advised that the interior finish to the building is needed because this is the location that can serve the fleet of environmental control trucks requiring service or repairs. There are in excess of 100 trucks that will utilize that location. This will enable the Corporation to do its own repair/service work. Mr. David Hurley advised that at present, Environmental Control is using a small facility just East of the Mosquito Control building and a small facility over on Lynn Street. This is another phase of the project. Two small lifts are to be installed in the Mosquito Control building. This will allow all of the repair and service work to be completed in one building. Three bids were submitted. Indy Construction Company came in with the lowest bid and is recommended by Dr. Caine. Mrs. Journey moved that the bid to Indy Construction for the interior finish work to the Mosquito Control building be approved. Mr. Pfeifer seconded the motion. Motion carried unanimously.

Dr. Miner advised that a report from Citizens Health Center be heard before the Committee Reports. Mr. AlGhani advised that the Citizens report was submitted to the Hospital Committee. Citizens has met two of its four targets, but failed to meet two other indicators. A corrective action plan will be developed and will be forwarded to the Board at a later date. The Hospital Committee recommended proceeding with the corrective action plan regarding the two outstanding issues. Mr. Pfeifer made a motion to approve the recommendation that the corrective action plan for Citizens' Health Care Center be submitted within thirty (30) days. Mrs. Journey seconded the motion. Motion carried. Mrs. Journey asked that someone from Citizens address the Board. Mr. AlGhani introduced Dr. Ruth Stevens, the Chief Executive Officer. Dr. Stevens gave a brief background of her business experience, her challenges, and her progress since coming to Citizens six months ago.

Dr. Miner reported that the Hospital Committee met earlier and discussed two hospital policies (mentioned earlier), the financial responsibility policy, the patient financial services department, the hospital financial reports for May and June, and Citizens Health Center.

The Nominating Committee did not meet. The Planning Committee met in June and briefly discussed the budget, which will be presented next month.

Public Health/Healthy Babies Committee. Mrs. O'Laughlin reported two main Agenda items:

- 2005 Budget (Tara Parchman)
- Environmental Revenue update (David Hurley)

Dr. Miner asked about a report on Midtown Community Mental Health Center. No report was available.

Dr. Miner inquired about a report from Health and Hospital Corporation. Mr. Gutwein had nothing to add that had not already been included in prior discussions.

Dr. Miner asked Dr. Caine for the Public Health report. Dr. Caine reported on the Communicable Disease statistics. The Board packet highlights the outbreak of shigella in May and the initiatives put forth by MCHD in regard to that outbreak. A graph in the Board packet reflects what percentage of people were daycare workers. Five (5%) percent of the cases involved daycare workers, one (1%) percent involved food-handlers and three (3%) percent were healthcare workers. She hopes that this infection has been zapped. She wanted to emphasize that MCHD employees were involved in a one-acre clean-up of a junkyard/salvage yard which was a huge problem from a West Nile Virus standpoint with all the stagnant water on the property. It was the first time MCHD had collaborated with Lawrence Township. Mr. David Hurley and his crew did a fantastic job in cleaning up this property. It took two weeks in order to make this happen. Thirteen tons of trash were removed from that one-acre property. It is believed that the clean-up could cost as much as \$50,000.

Dr. Harris was not present to make any comments, but Steve Nathan reported on an article in the IBJ, which was titled, "Wishard Shrinks Budget Deficit," and provided a copy of that article to those interested in reading it.

Ms. Kim Harper reported on the Wishard Telethon. Mrs. Harper reported the Telethon was a tremendous success this year. Switching to Channel 13 gave a lot of visibility for the Telethon by allowing a lot more people to view Wishard and its great cause. The phones rang non-stop during the one-hour period of time and many were making donations. Mrs. Harper estimated that over \$50,000 was raised during the Telethon. Mrs. Harper has heard nothing but compliments on how it was done and stated that but for one small ten-minute period of that one-hour segment, Channel 13 carried all of the stations in Indianapolis during the Telethon. Mrs. Harper thanked everyone for their help, for their financial support, and stated that it was truly a community effort. She also advised that Channel 13 is airing the Burn Story, a documentary done

by Ann Ryder. It is very-well done, and Mrs. Harper suggested that as many as possible watch that segment which will air just before ER on Thursday, August 5, 2004.

There being no further business before the Board, the meeting was adjourned.

The next meeting of the Board of Trustees will be held on Tuesday, August 10, 2004, at 1:30 p.m., in the Fourth Floor Administrative Conference Room "A", Ott Building, Wishard Health Services, at 1001 West Tenth Street, Indianapolis, Indiana. This meeting of the Board will be for budget hearing purposes.

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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