

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

**May 18, 2004**

The meeting of the Board of Trustees ("Board") of The Health and Hospital Corporation of Marion County, Indiana ("HHC"), was held May 18, 2004, 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: James D. Miner, M.D., Lula M. Journey, Marjorie H. O'Laughlin and Robert B. Pfeifer. Members Absent: Jean S. Blackwell and Betsy L. Brougher.

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 March 16, 2004 Board meeting. There were none. Dr. Bock made the motion to approve the minutes. Mr. Pfeifer seconded the motion. The minutes for the March 16, 2004 Board of Trustees meeting were unanimously approved.

The next agenda item was General Ordinances and Resolutions. Dr. Miner requested that Mrs. Keith, general counsel, present Resolution No. 3-2004, "Maintenance of Wishard Health Services Level 1 Trauma Center Status." Mrs. Keith presented the Resolution and explained that Resolution No. 3-2004 has been updated to recognize Dr. Lisa Harris as CEO of Wishard Health Services. Dr. Miner stated that the Resolution was discussed in the Hospital Committee meeting and was recommended for approval. Mrs. O'Laughlin made the motion to approve and Mr. Pfeifer seconded the motion. Resolution No. 3-2004 was unanimously approved.

Next, Mrs. Keith presented Resolution No. 4-2004, "Adoption of Health and Human Services Federal Poverty Guidelines." Mrs. Journey made the motion to approve. Dr. Bock seconded the motion. Resolution No. 4-2004 was unanimously approved.

The final Resolution presented was Resolution No. 5-2004, "Resolution Prohibiting Discrimination on Basis of Sexual Orientation." This Resolution is in addition to the current policy that prohibits discrimination regardless of race, color disability religion, sex, age national origin and veteran status. Mrs. Journey made the motion to approve. Dr. Bock seconded the motion. Resolution No. 5-2004 was unanimously approved.

The next agenda item was Bylaws and Policies. Dr. Miner stated that Policy No. 700-81, "Transfusion Review Policy" was discussed in the Hospital Committee and the Committee recommends approval. The Policy establishes changes in oversight in terms of recommendation of appropriate use of products on a regular basis. Dr. Bock made the motion to approve and Mr. Pfeifer seconded the motion. Policy No. 700-81 was unanimously approved.

Next, Dr. Miner requested that Mr. Sellers present the Treasurer's Report for the month of March 2004. Mr. Sellers began with the Cash Disbursements Report. In March, Cash Disbursements were \$36.7 million, which is above the 2003 average of \$36.1 million. Mr. Sellers requested approval of the Cash Disbursements Report. Dr. Bock made the motion and Mrs. O'Laughlin seconded the motion. The Cash Disbursements Report was unanimously approved.

Mr. Sellers presented the Revenue and Expenditure Analysis Report. Actual Revenues are better than budget by \$3 million. Other Services and Charges are over budget by \$18 million. This is due to open purchase orders that are encumbered as expenditures that have not been spent and also to a support payment made to Wishard Health Services of \$113.5 million that should have been processed in 2003. The additional payment was not encumbered in 2003. Making

this payment negatively impacts the 2004 budget but fund balance is not negatively impacted because the payment would have been made regardless of the calendar year. Mrs. O’Laughlin made the motion to accept the report. Dr. Bock seconded the motion. The report was unanimously accepted.

Dr. Lisa Harris presented a list of Medical Staff Appointments and Reappointments for April 2004 for approval. She stated that these appointments have been approved by the executive council of the medical staff and she asked for Board approval. Dr. Bock made the motion to approve. Mrs. Journey seconded the motion. The Medical Staff Appointments and Reappointments for April 2004 were unanimously approved.

Dr. Miner requested that Bids be presented. Sue vonGrimmenstein, vice president, Ancillary and Support Services, Wishard Health Services presented and explained the bid, “Energy Management System Service.” Dr. Miner stated that the Hospital Committee recommended approval of the bid. Dr. Bock made the motion to approve. Mr. Pfeifer seconded the motion. Bid, “Energy Management System Service” was unanimously approved.

Standing Committee Reports began with the Hospital Committee Report. Dr. Miner reported that the Hospital Committee met on April 20, 2004, was presented information on and discussed the following:

- Reviewed Resolution 3-2004, “Maintenance of Wishard Health Service Level I Trauma Center Status”
- Policy, No. 700-81, “Transfusion Review Policy”
- WHS Financial Report
- Cambio Report (Dr. Lisa Harris and Steve Nathan)
- Improved Organ Procurement (Dr. Lisa Harris)
- National Registry of Myocardial Infarction Data
- Bid, “Energy Management System Service”

Mrs. O’Laughlin reported on the Public Health /Healthy Babies Committee meeting. The Committee meeting consisted of three agenda items:

- Oral Health Study (Dr. Kent Smith, MCHD director, Dental Services)
- Health Department Fee Increases (Tara Parchman, MCHD finance manager)
- ACTION Center Update (Patty Hebenstreit, H&H chief of staff)

Tara Parchman also discussed the new tool that will be used for employee performance evaluation. Dave Hurley presented information on the new Environmental Health lien program.

Mrs. Keith stated that the fee increases discussed at the Public Health Committee Meeting would be presented at a later date for Board approval.

Dr. Miner presented the Quality Committee report. The Committee met on March 16, 2004. The Committee discussed the following:

#### January 2004 Performance Improvement

- Cardiac Cath Lab
- Medical Management – Utilization Resources
- Medical Record Completeness
- Adverse Drug Event
- Staff Effectiveness
- Diversion
- Regulatory Compliance

#### February 2004 Performance Improvement

- Patient Complaints (Quality 4/2003 reporting period)
- Infection Control (Quality 4/2003 reporting period)
- Specimen Labeling (2003 reporting period)
- Core Measures, Lockefield, (Quality 4/2003 reporting period)
- Core Measures, Acute Care, (Quality 3/2003, reporting period)
- Med/Surg Diversion Charter Team Report
- OB Division Charter Team Report
- Performance Improvement Oversight Committee Priorities
- Regulatory Compliance

Ibrahim AlGhani reported on the Citizens Health Center. There was discussion on the Center's performance measurements. He also reported that the federal grant cycle might change to a two-year review cycle. Mrs. O'Laughlin stated that as a Health and Hospital Board of Trustees representative to the Citizens Health Center she attended a National Conference of Public Health Centers that was held in Washington, DC.

Mr. Gutwein President's Report included an announcement that on May 10, 2004 the Health and Hospital Corporation will appear before the City County Council Municipal Corporations Committee. He complimented the entire WHS staff for the progress that is being made, complimented to Collette Duvalle, Kim Harper and Greg Porter for their support in working on external projects and complimented Tara Parchman and Norman Aranda for their work with the Health and Hospital pay increases. He stated that the WHS legal staff is complete and requested that Priscilla Keith, chief counsel, introduce the new legal staff. Mrs. Keith introduced Jessica Barth, WHS chief counsel and Dheepa Maturi, WHS deputy counsel. She also reintroduced Sylvia Wilcox, and thanked her for the work she performed while the department was not fully staffed. Mr. Gutwein completed his report by stating that the Health and Hospital finance staff is working on the 2005 budget.

In the absence of Dr. Caine, Karen Holly, reported that the MCHD, in conjunction with other health service agencies, is celebrating April as Public Health Month. Some planned events include a press conference for oral health and one for Indy in Motion. The Indy In Motion health advisory council includes Tamika Catchings, Indiana Fever; Jermaine O'Neal, Indiana Pacers; Bill Polian, Indianapolis Colts; Jeff Saturday, Indianapolis Colts and Leroy Thompson; Indiana Fire Birds. There is also an Indy Fitness.Net Website that includes fitness and nutrition education. The mosquito control season was kicked off with a tire amnesty day. She invited the Board to a nutrition program, Tater Tots, Tacos and Twinkles at the Thomas Carr Howe Middle School on May 5, 2004 and to Staff Day on May 7, 2004. A Staff Day invitation was distributed to the Board members. The theme for Public Health Month is "Healthy Environments for Healthy People."

Dr. Harris announced that April 19-23, 2004 is National Volunteer Recognition Week. She stated that 433 individuals between the ages of 12 and 88 years of age have donated 70,825 hours to Wishard Health Services. This is equivalent to 35 FTE's (full time equivalents). The individuals volunteer throughout the hospital. Wishard also participates in the Center of Hope volunteer program. This is a volunteer program for individuals who are victims of sexual assault and domestic violence. Wishard has a humor therapy program and sixteen individuals who volunteer as Senior Companions. There will be a Wishard Health Services Volunteer Luncheon on Saturday, April 24, 2004 in the Dolphin Pavilion at the Indianapolis Zoo.

Kim Harper announced that the St. Margaret's Guild Decorator Show House would be open from Saturday, April 24, 2004 to Sunday, May 9, 2004. She has tickets and all the monies from the event are donated to Wishard Health Services.

Ms. Hebenstreit announced that a Planning Committee meeting would be held right after the Board meeting.

There was no further business therefore the meeting was adjourned.

The next meeting of the Board of Trustees will be held on Tuesday, May 17, 2004, 1:30 pm, in the Fourth Floor Administrative Conference Room "A", Ott Building, Wishard Health Services, and 1001 West Tenth Street, Indianapolis, Indiana.

---

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

---

Matthew R. Gutwein  
President and Chief Executive Officer