



TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: April 28, 2022

RE: **City-PeaceHealth Healthcare Advisory Committee (HAC) – March 24, 2022 Meeting Minutes**

Attached for City Council review are the approved minutes from the March 24, 2022 meeting of the City-PeaceHealth Healthcare Advisory Committee (HAC). Should City Councilmembers have any questions and/or concerns on the attached March 24, 2022 meeting minutes, staff will attempt to respond accordingly.

City of Ketchikan
PeaceHealth Ketchikan Medical Center

Healthcare Advisory Committee Meeting

March 24, 2022

Call to Order:

The Healthcare Advisory Committee Meeting was called to order by Chair Lacey Simpson at 9:01 a.m. This meeting was conducted virtually via WebEx Teleconference.

Roll Call:

Committee Members Present:

City of Ketchikan

Chair – Lacey Simpson

Member – Mark Hilson

Council Member – Judy Zenge

PeaceHealth Ketchikan Medical Center

Vice-Chair – Dori Stevens

PeaceHealth Member – Scott Smith

Executive Assistant – Lisa Maddocks

Committee Members Absent:

PeaceHealth Board Member – Sherilynn Boehlert

Kim Stanker – City Clerk

Community Members Present:

Kate Govaars

Jason McGinley

Amelia McAlpin

Bill Tatsuda

Communications:

No communications were noted.

Persons to be Heard:

Chair Simpson made a call for persons to be heard. One community member provided comments.

Approval of Minutes:

Following review of the DRAFT minutes from the February 24, 2022, Healthcare Advisory Committee meeting, and there being no further discussion, nor objections, the committee unanimously approved the minutes from February 24, 2022, as submitted.

Old Business:

No old business was identified.

New Business:

A. Approval of Final Healthcare Advisory Committee Partnership Report Card

The committee was given the opportunity to provide comments on the final report card prepared by PeaceHealth. Member Hilson suggested the following comments / requests for future consideration:

- Core Services – tracking of physician appointments and availability or provider work load. **Vice-Chair Stevens will inquire on clinic reports which may offer data.** As this information was not required by the lease terms, data provided would be for informational purposes only. Ms. Stevens advised that the clinic currently blocks out several appointments for “same-day” service.
- Emergency Services – availability of social workers to advocate for homeless patients and provide placement. Vice-Chair Stevens advised that our social workers assist with difficult discharges / placements; however, if patient does not meet inpatient criteria (per Medicare/Medicaid) of acute care needs, payers will not pay and revert to self-pay. Behavioral health patients can take 2 weeks – 2 months for placement. **Ms. Stevens will inquire to social work if there is a method for tracking this data.**
- Billing and Collections – how does financial assistance program numbers compare overall? Vice-Chair Stevens advised that although there is no real context, as each community is different, 796 people applied for assistance and all were accepted.

Miscellaneous updates:

- **Page numbers to be corrected on the final report card.** *At the time of drafting these minutes, the page numbers were updated on the final report card.*
- Vice-Chair Stevens reminded the committee that reports will show data from full quarters when possible; only breaking down by month when necessary.

Chair Simpson inquired what makes patients ineligible for financial assistance. Vice-Chair Stevens noted that income was a major factor. Additionally, she explained how the federal Stark Law prohibits enticement of patients to utilize our facilities by offering “free services”. PeaceHealth Foundation has philanthropic funds to assist patients in need; however, they must meet financial requirements to be eligible.

Following discussion and review of the report card, and there being no objections, the Healthcare Advisory Committee unanimously approved the Healthcare Advisory Committee Partnership Report Card.

B. Discussion of Total Net Income Use per Lease Section 7(d) – Funding Commitments

Vice-Chair Stevens advised that PeaceHealth is approximately \$1.6M in the red. She is working with the PeaceHealth financial department to produce a report with information for the City. PeaceHealth’s fiscal year ends on June 30th, with approximately 3-4 additional weeks to close the books. Ms. Stevens anticipates the ability to report out to the Committee in August.

Member Smith provided a reminder of the continuation of several capital projects, several with funding from the Foundation. Ms. Stevens advised several high dollar projects, which paid out of the operational budget; including flooring, facility needs, conference rooms, abatement, roof leaks / damage. These items are all needed investments to the hospital.

The Committee agreed to postpone this discussion, pending the year-end financials.

Future Agenda Items:

- Discuss Plans for Emergency Department Remodel

Vice-Chair Stevens provided a brief update to the Committee. She advised that the local architects require assistance from a firm with more experience in this arena; however, they will work closely with the contracted firm. Updates on project milestones will be forthcoming.

Chair Simpson inquired how the architects will know what will meet the community's needs. Vice-Chair Stevens advised that there have been meetings to discuss square footage, exam room needs, equipment needs and a general walk-through of the area.

- Update on Local Purchasing, per member Smith.

Adjournment:

Chair Simpson requested Ms. Stevens to present the report card at the next City Council Quarterly presentation.

There being no further business before the Healthcare Advisory Committee, Chair Simpson adjourned the meeting at 9:59 a.m. The next meeting of the Healthcare Advisory Committee will take place on Thursday, April 28, 2022 at 9:00 a.m. via WebEx Teleconference.

Respectfully Submitted by: Lisa Maddocks, Executive Assistant
PeaceHealth Ketchikan Medical Center

APPROVED: April 28, 2022