



TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: September 8, 2022

RE: **City-PeaceHealth Healthcare Advisory Committee (HAC) – June 23, 2022 and July 28, 2022 Meeting Minutes**

Attached for City Council review are the approved minutes from the June 23, 2022 and July 28, 2022 meetings of the City-PeaceHealth Healthcare Advisory Committee (HAC). Should City Councilmembers have any questions and/or concerns on the attached meeting minutes, staff will attempt to respond accordingly.

City of Ketchikan
PeaceHealth Ketchikan Medical Center

Healthcare Advisory Committee Meeting

June 23, 2022

Call to Order:

The Healthcare Advisory Committee Meeting was called to order by Vice Chair Dori Stevens at 9:09 a.m. This meeting was conducted virtually via WebEx Teleconference.

Roll Call:

Committee Members Present:

City of Ketchikan

City Member – Mark Hilson

PeaceHealth Ketchikan Medical Center

Vice Chair – Dori Stevens

PeaceHealth Board Member – Sherilynn Boehlert

Executive Assistant – Lisa Maddocks

Committee Members Absent:

Lacey Simpson - Chair

Judy Zenge – City Council

Kim Stanker – City Clerk

Community Members Present:

Robert Sivertsen

Joel Jackson

Kate Govaars

Communications:

No communications were noted.

Persons to be Heard:

Vice Chair Stevens made a call for persons to be heard.

Robert Sivertsen provided positive feedback on a family experience with PeaceHealth. Additionally, Mr. Sivertsen, commented on geriatric healthcare issues which are affecting the aging population throughout Alaska. Mr. Sivertsen serves on the Alaska Commission on Aging.

Approval of Minutes:

Following review of the DRAFT minutes from the May 26, 2022, Healthcare Advisory Committee meeting, and there being no further discussion, nor objections, the committee unanimously approved the minutes from May 26, 2022, as submitted.

Old Business:

No old business was identified.

New Business:

- A. **Set Up Reporting Calendar** – Vice Chair Stevens discussed a reporting calendar schedule. During the HAC meeting on May 26, 2022, the committee determined the Complaints and Grievances Report would be provided on a bi-annual basis: May / November.

Following discussion, and in accordance with the lease, the report card which was approved by the HAC at the meeting on March 24, 2022, will be provided on a bi-annual basis: March / September. *Note: Lease agreement requires annual reporting; however, both parties agreed to bi-annual reporting during the first year.*

The financial report will be provided in the month of September, following the end of each fiscal year, as available.

- B. **Update on Roofing / Window Projects** - Member Mark Hilson provided a presentation / update on the roofing and window projects taking place at PeaceHealth. Mr. Hilson advised that PeaceHealth is funding these projects, while the city is overseeing the design and project management.
- The roofing project is being completed by Coogan Construction, at a cost of \$2.4M. This includes installing new drains and installation of a new low-slope roofing system. Areas above long-term care and pharmacy are 90% completed. The lower roof was partially demolished, with insulation and membrane to be installed within the next week. A potential change order would be to re clad the existing mechanical “doghouse” with metal siding, which will allow for adhesion of the rubber membrane. (Estimated \$12K). Remaining work on the roofing project is expected to be completed by the end of July.
 - The window wall project is being completed by Marble Island Construction. The entire southeast facing window wall was replaced and sided. The project was estimated at \$370K. Upon inspection, one area was rejected; however, it has since been fixed by the contractor (Mr. Hilson provided photos of the area). One change order was proposed to replace water damaged framing and insulation. This item was expected and rectified at a cost of \$7,700. This project is expected to be completed by early July.

Future Agenda Items:

No future agenda items were identified.

Adjournment:

There being no further business before the Healthcare Advisory Committee, Vice Chair Stevens adjourned the meeting at 9:38 a.m. The next meeting of the Healthcare Advisory Committee will take place on Thursday, July 28, 2022, at 9:00 a.m. via WebEx Teleconference.

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

APPROVED: July 28, 2022

City of Ketchikan
PeaceHealth Ketchikan Medical Center

Healthcare Advisory Committee Meeting

July 28, 2022

Call to Order:

The Healthcare Advisory Committee Meeting was called to order by Chair Lacey Simpson at 9:00 a.m. This meeting was conducted virtually via WebEx Teleconference.

Roll Call:

Committee Members Present:

City of Ketchikan

Chair Lacey Simpson

Member Hilson joined the meeting
At 9:07 a.m.

City Member Judy Zenge

Kim Stanker – City Clerk

PeaceHealth Ketchikan Medical Center

Vice-Chair Dori Stevens

PeaceHealth Board Member – Sherilynn Boehlert

PeaceHealth Member – Scott Smith

Committee Members Absent:

Executive Assistant –Lisa Maddocks

Communications:

No communications were noted.

Persons to be Heard:

Chair Simpson made a call for persons to be heard. None declared.

Approval of Minutes:

Following review of the DRAFT minutes from the June 23, 2022, Healthcare Advisory Committee meeting, and there being no further discussion, nor objections, the committee unanimously approved the minutes from June 23, 2022, as submitted.

Old Business:

No old business was identified.

New Business:

No new business was identified.

Member Comments:

Member Zenge stated she has had positive comments from people with respect to the changes that have been made on the PeaceHealth website. She felt people who have complaints need to visit the website and make a record, because if people are not willing to make a record, she didn't feel this committee could help them.

Vice-Chair Stevens informed she would have the final year-end financial report for review by the September meeting, and she would be absent from the November 2022 meeting.

Chair Simpson stated at the September meeting the committee would review the partnership report card.

Future Agenda Items:

No future agenda items were identified for the August 2022 meeting.

Adjournment:

There being no further business before the Healthcare Advisory Committee, Chair Simpson adjourned the meeting at 9:10 a.m. The next meeting of the Healthcare Advisory Committee will take place on Thursday, August 25, 2022, at 9:00 a.m. via WebEx Teleconference.

Respectfully Submitted by: Kim Stanker, City Clerk
City of Ketchikan