



TRANSMITTAL MEMORANDUM
------------------------

TO: The Honorable Mayor and City Council

FROM: Lacey G. Simpson, Acting City Manager

DATE: September 29, 2022

RE: **Update on the Activities of the City-PeaceHealth Healthcare Advisory Committee**

At the August 4, 2022 City Council meeting, Mayor Kiffer requested that staff give periodic verbal updates to the City Council on the activities of the Healthcare Advisory Committee (HAC) in addition to the regular written reports of HAC monthly meeting minutes provided to the City Council.

As the City Council is aware, the HAC has been meeting monthly via Webex per Exhibit C, Healthcare Advisory Committee Charter of the lease agreement between PeaceHealth and the City of Ketchikan, adopted in second reading via Ordinance No. 21-1930 at the City Council meeting of August 5, 2021. Following the next scheduled meeting of October 27, 2022, the HAC will change its meeting cadence to a quarterly schedule as allowable by the HAC Charter. At this meeting, the HAC will review and update as necessary the approved Partnership Report Card, review PeaceHealth's annual financial statements for fiscal year 2022, and welcome new City committee members per appointment by Mayor Kiffer. At the October 6, 2022 City Council meeting, I will be prepared to provide a brief verbal update on the activities of the HAC.

Of additional interest to the City Council, the PeaceHealth Ketchikan Community Health Board has scheduled a public townhall style meeting to receive public comment per Section 7, Tenant's Obligations Related to Operation of KMC, subsection h, Tenant's Community Health Board. This public meeting will take place Tuesday, October 25, 2022 beginning at 5:00 p.m. at the Ted Ferry Civic Center. The City Clerk has made arrangements to notice the meeting should three or more City Councilmembers be in attendance.

Lastly, I would like to remind the City Council and public of how comments and concerns can be submitted to PeaceHealth and/or how the public can address the Healthcare Advisory Committee.

The public can access PeaceHealth's website to issue a compliment or complaint in the following ways:

**Path A:**

Homepage → select About Us at top → scroll to Contact Us → scroll to Patient Compliments & Complaints

<https://www.peacehealth.org/contact>

**Path B:**

Homepage → select For Patients at top → scroll to Contact Us → select Share Your Patient Experience

<https://www.peacehealth.org/pages/patients-and-visitors>

Additionally, these links are provided on the City of Ketchikan website, navigated as follows:

Top of homepage → select Government → select Mayor and City Council → select Ketchikan Medical Center Lease and Advisory Committee

<https://www.ktn-ak.us/CityPeaceHealth-HealthcareAdvisoryCommittee>

Additional information on the HAC, including meeting agendas and minutes and how to attend a meeting, is available on the City's website via the link listed above. Recent videos of HAC meetings are available for viewing on the City's website, navigated as follows:

Top of homepage → select Government → select Current Agendas and Minutes → select Healthcare Advisory Committee checkbox in the list of Boards and Commissions located in the list to the left of the current list of City Council meetings

<https://www.ktn-ak.us/current-agendas-and-minutes>

**Monthly Community Meetings – Police Department**

Acting City Manager Simpson provided for Council review a memorandum from Police Chief Jeff Walls regarding the continuation of a monthly community meeting series hosted by the Police Department in an effort to open the lines of communication between the department and the general public.

**Information Regarding the Functions of the City Information Technology Department and the Ketchikan Public Utilities Telecommunications Division**

Acting City Manager Simpson provided the Council with information that Councilmember Zenge had requested at the May 19, 2022, Council meeting regarding the Information Technology Department and the Ketchikan Public Utilities Telecommunications Division, and why KPU Telecommunication is not the single division performing the necessary functions for General Government and KPU.

**K.P.U. MANAGER’S REPORT** - None

**CITY CLERK’S FILE**

City Clerk Stanker reminded early and absentee voting for the State of Alaska Primary is taking place at the Ketchikan Gateway Recreation Center Monday – Friday from 8:00 a.m. to 5:00 p.m. through August 15, 2022. She also stated the City Council Candidacy period is now open through August 25, 2022 until 5:00 p.m. She said there are applications available for the two 3-year seats, and the one 1-year seat. She indicated applications can be obtained from the City of Ketchikan website and in the Clerk’s office at City Hall.

**CITY ATTORNEY’S FILE** - None

**FUTURE AGENDA ITEMS**

Councilmember Zenge said she would like to schedule an executive session to discuss Acting City Manager Simpson’s contract as it ends in September.

Councilmember Kistler questioned if the Council can mandate that the larger ships tie up at the Port of Ketchikan and have the smaller ships liter passengers. Mayor Kiffer explained the City does not do the scheduling for the cruise ships. A lengthy discussion ensued and it was determined that the City will pass on the concern about scheduling to Cruise Lines Agencies of Alaska (CLIAA).

Councilmember Mahtani said he would like to hear from the chief nursing officer, chief medical officer, chief of the hospital because he is hearing complaints from patients and staff.

A lengthy discussion ensued and it was determined that complaints should be sent through PeaceHealth’s complaint website (below) or individuals can attend the Healthcare Advisory Committee (HAC) meetings, which meet virtually on the fourth Thursday of the month at 9:00 a.m., citizens can call the City Clerk’s office for login information. Mayor Kiffer asked for a report from staff with updates.

[https://peacehealth.ethicspointvp.com/custom/peacehealth/forms/patient\\_feedback/form\\_data.asp?lang=en](https://peacehealth.ethicspointvp.com/custom/peacehealth/forms/patient_feedback/form_data.asp?lang=en)

Councilmember Bradberry said she has been reviewing other municipalities' agendas and how they are organized and would like to see a Committee section added to the agenda. She said Councilmembers or staff who represent the City on a board or committee would provide information such as major points discussed or issues that are potentially coming. She informed it would take some effort by the Council and staff, but it would be beneficial to have this information in writing for all to review.

### **MAYOR AND COUNCIL COMMENTS**

Councilmember Gass said he is glad to see the progress on the Bawden Street parking lot, but was saddened by the news that PATH will no longer be receiving funding for a new shelter. He stated it is a somber thing to raise taxes with some of the decisions we have made recently, but we had no choice. He said as we get closer to budget time it would be good for us to prepare and think of ways to do things differently as we move forward, and find ways to alleviate taxation on our citizens. With the growing costs of things, it will be difficult for our middle and lower-income citizens to afford funding our government. He felt as people retire or as positions become vacant, we need to brainstorm ways to lower costs in order to alleviate future tax increases.

Councilmember Mahtani thanked staff for all that they have done. He said he is very excited to welcome the new manager. He informed he is disturbed by the increase in taxes, and the talk of increasing the sales tax cap because we are on the verge of a recession, and we need to be careful. He said the Council has been working well together and thanked them.

Councilmember Zenge encouraged everyone who has ever thought of sitting on the City Council to please look into signing up, and if you have questions, anyone at this table would be happy to help you through the process. It is important and we always need new ideas. She stated her office is always open and encourages people to stop by and discuss what it takes to be on the Council. She continued, we have a lot of things going on in the coming year and a new manager, so please seriously consider running.

Councilmember Bradberry echoed comments made by Councilmember Zenge regarding people running for Council. She thanked Acting City Manager Simpson for all the work she has done this past year, and for getting us across the finish line. She said there is a light at the end of the tunnel.

### **OTHER NEW BUSINESS** – None

### **EXECUTIVE SESSIONS**

#### **Request for Executive Session – Negotiation of City Manager/General Manager Employment Contract**

As the Council took action for this item under new business, this Executive Session was withdrawn from the agenda.