clerks@guamlegislature.org

From: Speaker's Office <speaker@guamlegislature.org>
Sent: Friday, December 11, 2020 11:32 AM
To: Clerks Office
Cc: Rennae Meno
Subject: M&C Fwd: SUBMISSION: GMHA BOT Meeting 11-25-20
Attachments: GMHA BOT Meeting 11-25-20.pdf

12/11/20	9:35 AM	11/25/20	Reporting Requirements for Boards and Commissions- Materials for Board of Trustees Meeting held on November 25, 2020.*	Guam Memorial Hospital Authority	35GL-20-2494

Sinseru yan Minagåhet,

Office of the Speaker • Tina Rose Muña Barnes
Committee on Public Accountability, Human Resources & the Guam Buildup

35th Guam Legislature
I Mina'trentai Singko na Liheslaturan Guåhan

Guam Congress Building | 163 Chalan Santo Papa | Hagatna, GU 96910
T: (671) 477-2520/1
speaker@guamlegislature.org

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Gumai pribilehu yan konfedensia este siha na mensåhi. Solo espesiåtmente para hågu ma entensioña pat ma aturisa para unrisibi. Sen prubidu kumu ti un ma aturisa para manribisa, na'setbe, pat mandespåtcha. Yanggen lachi rinisibu-mu nu este na mensåhi , put fabot ago' guatu gi I numa'huyong gi as speaker@guamlegislature.org yan despues destrosa todu siha I kopian mensåhi. Si Yu'os ma'åse'.

---------- Forwarded message ---------
From: **Justine Camacho** <justine.camacho@gmha.org>
Date: Fri, Dec 11, 2020 at 9:35 AM
Subject: SUBMISSION: GMHA BOT Meeting 11-25-20
To: <speaker@guamlegislature.org>

Good Morning,

Please see the November 25, 2020 GMHA BOT Meeting materials attached.

Thank you,

Justine A. Camacho

Administrative Assistant

Guam Memorial Hospital Authority

850 Gov. Carlos G. Camacho Road

Tamuning, GU 96913

Work: (671) 648-7997

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Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan

850 GOV. CARLOS G. CAMACHO ROAD
OKA, TAMUNING, GUAM 96913
TEL: (671) 647-2409 OR 647-2171
FAX: (671) 646-9215

November 30, 2020

VIA ELECTRONIC MAIL
Honorable Tina Muña Barnes
Speaker of I Minatrentai Singko Na Liheslaturan Guåhan
163 Chalan Santo Papa
Hagåtña, GU 96910

RE: Reporting Requirements for Boards and Commissions

Dear Speaker Barnes:

To comply with Ch. 8 of Title 5 GCA, Section 38, §8113.1, Reporting Requirements for Boards and Commissions, the GMHA hereby submits the materials presented and discussed at the November 25, 2020 Meeting of the GMHA Board of Trustees.

Please contact Justine Camacho, Administrative Assistant – Board Office, at 648-7997 or by email at justine.camacho@gmha.org for any questions or clarifications.

Kindest Regards,

Lillian Perez-Posadas, RN, MN
Hospital Administrator/CEO

MEETING IN PROGRESS

GMHA Board of Trustees

Wednesday, November 25, 2020 | 5:30 p.m.

Zoom Video Conference

GMHA Board of Trustees Meeting

ATTENDANCE SHEET

Wednesday, November 25, 2020 | 5:30 p.m. | Zoom Video Conference

	NAME:	TITLE:	SIGNATURE:
Board of Trustees	Theresa Obispo	Chairperson	Present
	Melissa Waibel	Vice-chairperson	Present
	Sarah Thomas-Nededog	Secretary	Present
	Byron Evaristo	Treasurer	Present
	Sharon Davis	Trustee	Present
	Sonia Siliang	Trustee	Present
	Glynis Almonte	Trustee	Present
	Michael Um	Trustee	Present
	Evangeline Allen	Trustee	Present
Executive Management/Medical Staff	Lillian Perez-Posadas	Hospital Administrator/CEO	Present
	William N. Kando	Associate Administrator, Operations	Present
	Annie Bordallo, MD	Associate Administrator, Medical Services	Present
	Joleen Aguon, MD	Associate Administrator, Clinical Services	Present
	Don Rabanal	Assistant Administrator, Administrative Services	Present
	Jemmabeth Simbillo	Assistant Administrator, Nursing Services	Present
	Christine Tuquero	Deputy Assistant Administrator, Nursing Services	Present
	Yukari Hechanova	Acting, Chief Financial Officer	Present
	Dustin Prins, DPM	Medical Staff President	
Guest(s)	Gerry Partido	PNC	Present
	Natasha Cherfauros	Senator Tarlajes office	Present
	Jasmin Sole	PON	Present
	Tony Aguon	Personnel Services Adm.	Present
	Selyn Salisay	Accounting Supervisor	Present

AGENDA

Guam Memorial Hospital Authority – Board of Trustees Meeting

November 25, 2020 | 5:30 p.m. | Zoom Video Conference

BOARD MEMBERS: Theresa Obispo, Chairperson; Melissa Waibel, Vice-chairperson; Sarah Thomas-Nededog, Secretary; Byron Evaristo, Treasurer; Sharon Davis, Trustee; Sonia Siliang, Trustee; Glynis Almonte, Trustee; Michael Um, MD, Trustee; Evangeline Allen, Trustee

Item		Owner
I.	Welcoming | Call Meeting to Order and Determination of Quorum	Trustee Obispo
II.	Review and approval minutes A. October 28, 2020 B. November 9, 2020	All Trustees
III.	Old Business	All Trustees
IV.	New Business	Executive Management
V.	Management's Report	Executive Management
VI.	Board Subcommittee Reports	
	A. Facilities, Capital Improvement Projects, & Information Technology	Trustees Davis, Evaristo
	B. Human Resources 1. Human Resource Taskforce	Trustees Waibel, Obispo
	E. Quality & Safety	Trustees Almonte, Allen
	F. Governance, Bylaws, and Strategic Planning 1. Annual Training and Orientation	Trustees Nededog, Siliang
VII.	Public Comment	
VIII.	Adjournment	Trustee Obispo

Regular Meeting of the Guam Memorial Hospital Authority Board of Trustees

Wednesday, October 28, 2020 | 5:00 p.m.
Zoom Video Conference

ATTENDANCE

Board Members
Present: Theresa Obispo, Melissa Waibel, Sarah Thomas-Nededog, Byron Evaristo, Sonia Siliang, Glynis Almonte, Dr. Michael Um, Evangeline Allen

Absent: Sharon Davis

Leadership
Present: Lillian Perez-Posadas, William Kando, Dr. Joleen Aguon, Don Rabanal, Jemmabeth Simbillo, Christine Tuquero, Yukari Hechanova, Dr. Dustin Prins

Absent: Dr. Annie Bordallo

Guests
Tony Aguon, Theo Pangelinan, Edlyn Dalisay, Sen. Therese Terlaje, Haidee Gilbert, Peter Santos, Rachel Ceria, Steve Limtiaco, Oyaol Ngirairikl, Gerry Partido, Sabrina Matanane

ISSUE/TOPIC/DISCUSSIONS	DECISION(S)/ACTION(S)	RESPONSIBLE PARTY	REPORTING TIMEFRAME	STATUS
I. CALL MEETING TO ORDER AND DETERMINATION OF QUORUM				
	After notices were duly issued pursuant to Title 5 GCA, Chapter 8, *Open Government Law*, Section 8107(a) and with a quorum present, Trustee Obispo called to order the regular meeting of the GMHA Board of Trustees at 5:05 p.m. on Wednesday, October 28, 2020 via Zoom Video Conferencing.	Trustee Obispo	None	None
II. REVIEW AND APPROVAL OF MINUTES				
A. September 30, 2020	Trustee Allen motioned, and it was seconded by Trustee Almonte, to approve the September 30, 2020 minutes with corrections. The motion carried with all ayes.	All Board Members	None	Approved
B. October 14, 2020	Trustee Evaristo motioned, and it was seconded by Trustee Almonte, to approve the October 14, 2020 minutes as presented. The motion carried with all ayes.			Approved
III. OLD BUSINESS				
	There were no old business matters for discussion.	None	None	None
IV. NEW BUSINESS				
	There were no new business matters for discussion.	None	None	None
V. MANAGEMENT'S REPORT				
A. COVID-19 Census	• **137**: New Cases in October • **373**: Cum. Positive Cases from April 2020 to October 28, 2020 • **88**: Census (as of 3:00 p.m. October 28, 2020) • **20**: Deaths in October • **10-13**: Average number of COVID Positive patients being seen in the ER daily.	Executive Managers	Updates to be provided at the next scheduled meeting.	Informational

	• **80-94 Hours**: Wait time for patients to get onto inpatient bed.			
B. Relocations	• Pediatric Unit and PICU (4th Floor) will be moved to Rehab (1st Floor). • Rehab Locations: ➢ Outpatient rehab for COVID (2nd Floor) ➢ Outpatient Non-COVID (1st Floor Lobby and Gift Shop of SNF) ➢ Inpatient rehab (Hospital Gift Shop 1st Floor)	Executive Managers	None	Informational
C. Tent Locations	• Blue Med Tent Locations: ➢ Doctors Parking Lot – Care Unit holding for patients requiring the lowest level of care that can be transferred to the COVID Isolation Facility (CIF) ➢ ED Bay Each have a 10 bed capacity with negative air pressure • Guam Fire Department Warrior Tent will be moved to the Doctors Parking Lot to allow for more ambulances and to avoid congestion in ED bay area.	Executive Managers	None	Informational
D. Staffing	**Medical Solutions:** • 16 RNs (8 ICU, 5 ER, 2 Telemetry, 1 Hemo) The Hospital has requested additional staffing for ICU and telemetry, but the staffing company is challenged with the recruitment of nurses, and other hospitals need assistance. **NuWest:** • 71 RNs (27 ICU, 31 Telemetry, 5 ER, 8 Hemo) Of the 71, 8 are assisting at the Guam Regional Medical City (GRMC) Hospital, which helps decompress GMHA. • GRMC is in communication with Nuwest to establish a memorandum of agreement to be invoiced directly, but for now, they have invoiced GMHA. FEMA has assured that 75% of the cost will be reimbursed. The Hospital is expecting more nurses to arrive. **Assistant Secretary for Preparedness and Response (ASPR):**	Executive Managers	None	Informational

	• The Hospital submitted a request through the Health and Human Services (HHS) portal for two intensivists, registered respiratory therapists, and cardiac monitor technicians.			
E. Trainings	• The Hospital has done training in house for those that can be certified cardiac monitor technicians. • The Hospital is working in collaboration with the University of Guam and the Department of Labor to create fast track training for certified nursing assistants.	Executive Managers	None	Informational
F. Public Information Officer	The job description for the PIO position is expected to go before the Human Resources Subcommittee in November.	Executive Managers	None	Informational
G. COVID Isolation Facility	The contract to replace and install a new chiller was resubmitted to the Office of the Attorney General. A response is pending. A portable chiller is still in place and keeping the facility cool.	Executive Managers	None	Informational
H. Alternate Care Facility	The ACF plan was submitted to FEMA on September 8, 2020. According to FEMA Representative Mr. Bryant Trang, it is still under review.	Executive Managers	None	Informational
I. Legal services	The draft agreement is still ongoing. The AGs Office continues to provide legal guidance and support.	Executive Managers	None	Informational
J. Hospital Attorney	There is one applicant for the Hospital Attorney position. She is from Qatar, has a medical background, and her husband is a neonatologist.	Executive Managers	None	Informational
K. Double Pay Class Action Suit	Several employees have filed a class-action suit regarding double pay because of the pandemic. The AGs office is assisting in this matter.	Executive Managers	None	Informational
L. Electronic Health Record	The EHR continues to be underway. Go-Live is still scheduled for May 2021.	Executive Managers	None	Informational
M. Revenue Cycle Management	The contract has been the AGs Office since October 16, 2020 and is pending approval.	Executive Managers	None	Informational
N. Takecare Insurance Co.	A kick-off meeting took place with the Ernst and Young audit firm to begin the reconciliation audit project.	Executive Managers	None	Informational
O. Outpatient Hemodialysis Services	COVID positive patients that require hemodialysis are coming to the Hospital because the outpatient clinic census has increased.	Executive Managers	None	Informational

P. COVID Treatments	• The Hospitals guidelines and protocols are at the final stages of approval for Convalescent Plasma Transfusion. The transfusion is for patients that don't meet the requirements to receive Remdesivir. • Dr. Aguon informed the board that the Department of Public Health and Social Services asked if the Hospital would be interested in getting Regeneron, and the answer was yes. Regeneron is a monoclonal antibody that is given within the first 72 hours of symptom onset and is considered an outpatient infusion procedure.	Executive Managers	None	Informational
Q. Strategic plan	The Education Department will now fall under the Human Resources Department so that they are in alignment with regard to leadership development programs and assessments for training and education.	Executive Managers	None	Informational
R. Clinical Emergency Preparedness Team	Dr. Prins informed the board that a Clinical Emergency Preparedness Team Committee is being created for a clinical emergency such as COVID or a mass casualty. The team will only be activated and deactivated by the CEO. Protocols are being worked on to combine operations, administration, and clinical. Information will be communicated to the EOC, but the EOC is not involved in the committee. It is only a temporary committee. Dr. Aguon informed the board that the team calls it the COVID War Room, and it was created back in March. It started with a small group of people and is now a big multidisciplinary team with different specialized physicians as well as professional support and nursing support. The team does a lot of research to find the latest recommendations that the Hospital can provide with its resources to improve safety for staff and patient care.	Executive Managers	None	Informational
	Other Discussions: • Dr. Prins gave his thanks and appreciation to Dr. Aguon for her outstanding work.	Executive Managers	None	Informational

	Trustee Dr. Um expressed that Dr. Aguon is owed a debt of gratitude and hopes that Guam's people understand the amount of work she has put in.			
VI. SUBCOMMITTEE REPORTS				
A. Joint Conference and Professional Affairs 1. Res. 2021-01, Relative to the Reappointment of Active Medical Staff Privileges a. Glenn Cunningham, MD b. Andrew Kim, MD c. Alexandra Leon Guerrero, MD d. Reynald Lim, MD e. Esther Park Hwang, MD f. Jin Jyung, MD 2. Res. 2021-02, Relative to the Reappointment of Full Allied Health Professional Staff Privileges a. Christina Anciano, CNM 3. Res. 2021-03, Relative to the Appointment of Professional Provisional Allied Health Medical Staff Privileges a. Page Kimball, CRNA	Trustee Dr. Um motioned and it was seconded by Trustee Evaristo to approve Res. 2021-01 through 2021-03 as presented. The motion carried with all ayes.	Chair & Vice-chair, HR	None	Approved
4. Strategic Plan Goal	Dr. Um informed the board that the subcommittee will focus on when a Root Cause Analysis (RCA) is started, and the delay in completing the RCA due to unfinished medical records. Risk Management will assist with the metric.			Informational
B. Facilities, Capital Improvement Project, & Information Technology	Mr. Kando reported the following: • The Army Corps of Engineers (ACOE), Naval Facilities Engineering Systems Command (NAVFAC), Emergency Operations Center (EOC), Federal Emergency Management Agency (FEMA), GMT and the Hospital	Chair & Vice-chair, Fac, CIP, & IT	None	Informational

	celebrated the completion of the electrical and mechanical upgrades to Care 3 and Care 4. • The ACOE and NAVFAC are reviewing the design that the Hospital submitted for the Care 2 electrical upgrades to allow for hemodialysis and reverse osmosis. This project may be FEMA funded and is pending approval. • The Communications Center relocation Project is 90% complete. The Hospital is now working with the subcontractors to get their lines pulled from the area. • Interviews for the Hospital Chief planner are scheduled for October 29, 2020. The Program Coordinator III position for the ACOE Projects was announced, and there are three applicants so far. Interviews will be done soon.			
C. <u>Human Resources</u> 1. Res. 2021-05, Relative to Abolishing the Unclassified Position of Director, Hospital Business Development & Strategic Planning 2. Human Resources Taskforce 3. GFT/CBA Union Negotiations	Trustee Waibel motioned, and it was seconded by Trustee Evaristo, to approve Resolution 2021-05 as presented. The motion carried with all ayes. The taskforce is making movement in development of the rules and working sessions are expected to start by the end of October. Members of the taskforce are Alesia Ogo, Dr. Annie Bordallo, Don Rabanal, Francis Flisco, Maryann Palomo, Rain Diaz, Taryn Guzman, Tess Mandapat, Theo Pangelinan, Theresa Obispo and William Kando. Mr. Kando sent an email to Mr. Robert Koss informing him that the Hospital is seeking to continue negotiations via Zoom. Mr. Koss's response was that now is not a good time due to the pandemic and that they are still reviewing the recommended revisions.	Chair & Vice-chair, HR	None	Approved Informational Informational
D. <u>Quality and Safety</u>	Trustee Almonte reported the following for CY2020, 2nd Qtr.:	Chair & Vice-chair, Q&S	None	Informational

	• 7 complaints were made for missing items. Of the 7, 6 were found and returned. Actions Taken: All IDS are returned by the patient registration staff, and the Patient Belongings checklist will be enforced. The policies and procedures are being reviewed and revised by nursing and patient registration. • 2 complaints were made for negative staff behavior. The unit supervisors handled the complaints. • The Infection Control annual education and training on transmission base precautions were put on hold due to the pandemic and is expected to resume by the end of October. • The Hospital will review and revise its policies and procedures about Ethics and fraud, and conflict of interests for all employees. Training will be conducted when the policies and procedures are established.			
E. <u>Governance, Bylaws, and Strategic Planning</u> 1. <u>Board Self- Evaluation Recommendations</u> 2. <u>Strategic Goals</u>	The subcommittee recommends the following: • Legislative orientation to meet with the new legislative oversight on Health and give them an overview of the hospital and board responsibilities. • Board orientation will include legal counsel. The Hospital will request for legal counsel to do a review of the board's fiduciary responsibilities. Trustee Nededog suggested that a day be determined in which all the subcommittees can submit a report on their metrics so that the Governance Subcommittee can present them at the full board meeting. Ms. Siliang explained that Mr. Kando is looking into an assessment tool for training and development needs that has been used before and that it will be updated.	Chair & Vice-chair, GBSP	None	Informational

	The board agreed to have its next meeting on November 9, 2020, from 4:00-6:00 p.m. to discuss the legislative and board orientation planning for January/February 2021 and get COVID updates.			
F. Finance & Audit 1. Res. 2021-04, Relative to Approving Forty-Eight (48) New Fees	The public hearing for the 48 new fees took place on Sept 25, 2020. Trustee Dr. Um motioned, and it was seconded by Trustee Waibel to approve Res.2021-04 as presented. The motion carried with all ayes.	Chief Financial Officer; Chair & Vice-chair, F&A	None	Approved
2. $20B Provider Relief Fund Application	Ms. Hechanova submitted an application for the third distribution of COVID relief funds from the Department of Health and Human Services. Revenue data for the first two quarters of 2019 and 2020 were given to HHS to show the increase in expenses and differences and losses due to COVID. Mrs. Hechanova expects to hear from HHS after the November 6 deadline to submit applications.			
3. Financial Highlights: September 2020	Ms. Hechanova reported the following: • Cash status is good mostly due to Cares Act Funds. • The Hospital was able to get a loan from Medicare. Repayment begins on April 21, 2021. • There are no issues with vendor payables. • Revenues are higher than last year, but the Hospital expects adjustments for September for contractual adjustments. • Collections are at $99M compared to $82M in 2019, mostly from Medicare, Medicaid, and MIP. • Takecare Insurance Company paid $3M in September to proceed with the reconciliation process. • Overall, expenses are at $7.7M, mainly due to personnel costs, supplies, equipment, and additional services in response to the pandemic. The Hospital has drawn down $5M from the Coronavirus Relief Fund for differential pay and physicians' pay. • The Hospital bought REDI kits.			

	• The Hospital has been getting appropriations from DOA and now owes about $500k for FY2020. • Revenues are expected to stay low due to COVID, especially since elective surgeries are not offered at this time. Trustee Nededog requested that the Hospital find out if there are any indirect costs with any of its funding sources. Trustee Obispo expressed that she sees no harm in exploring indirect costs and that discussion on the matter continues at the next Finance and Audit Subcommittee meeting.			
4. Strategic Plan Goal	The subcommittee decided on the following metrics at their October 21, 2020 meeting: a. Total Margin b. Days in accounts receivables c. Average payment period d. Cash on hand. Information gathered will be compared previous years.			
5. Citizen Centric Report	The Association of Government Accountants awarded the Hospital with a Certificate of Excellence Award for its FY2019 Citizens Centric Report			
VII. PUBLIC COMMENT				
	Senator Therese Terlaje informed the board that the Nurse Compact Bill is with the Committee on Health, a public hearing took place, and all testimonies are being considered. She looks forward to the Hospital's actions and recommendations to resolve the issue of retention. Ms. Simbillo added that a virtual presentation for Resolution 388-35 took place on October 28, 2020, to recognize all Guam Nurses for their commitment to providing quality health care for the island. Mr. Pangelinan informed the board that Ms. Belle Rada published the invitation for the nurses to participate. Senator Therese Terlaje thanked all who have worked hard and have made adjustments daily because of the pandemic.	Sen. Therese Terlaje, 35th Guam Legislature	None	Informational

VIII. ADJOURNMENT				
	There being no further business matters for discussion, Trustee Obispo declared the meeting adjourned at 6:55 p.m., motioned by Trustee Waibel and seconded by Trustee Davis. The motion carried with all ayes.	All Board members	None	Approved

Transcribed by: _____
Justine A. Camacho
Administrative Assistant

Submitted by: _____
Sarah Thomas-Nededog
Secretary

CERTIFICATION OF APPROVAL OF MINUTES: The minutes of the October 28, 2020 regular session meeting were accepted and approved by the GMHA Board of Trustees on this 25th day of November 2020.

Certified by: _____
Theresa Obispo
Chairperson

Individuals requiring special accommodations, auxiliary aids or services, may call Joey Leon Guerrero at 649-5263 ext. 440/816 or email admin@galc.guam.gov for more information.

4:00 PM - Guam Environmental Protection Agency Board of Directors

The Guam Environmental Protection Agency Board of Directors will reconvene its regular board meeting on Thursday, November 25, 2020 at 4pm via video conference on Google Meets.

Join the meetings: https://meet.google.com/jjs-gqgw-btv (https://meet.google.com/jjs-gqgw-btv)

The meetings will stream live on the Agency's YouTube Channel - www.youtube.com/guamepa (http://www.youtube.com/guamepa) and on Facebook - www.facebook.com/guamepa (http://www.facebook.com/guamepa)

Individuals requiring special accommodations, at the virtual meetings should contact Guam EPA via email at arlene.acfalle@epa.guam.gov no later than 72 hours prior to the meetings.

5:30 PM - Guam Memorial Hospital Authority Board of Trustees

The GMHA Board of Trustees will convene for a meeting via Zoom Video Conferencing on Wednesday, November 25, 2020 at 5:30 p.m.

To join the meeting, you may enter this link (https://zoom.us/j/98278013645?pwd=QXVqR2NvUjY2NmwxS28xeWdBKoNEdz09 (https://zoom.us/j/98278013645?pwd=QXVqR2NvUjY2NmwxS28xeWdBKoNEdz09)) into your browser or download the app on your mobile device, and enter Meeting ID: 982 7801 3645; Password: 764873.

For further inquiries, please contact the Board Desk at 648-7997.