

MINUTES

Meeting of the Board of Trustees
of the Medical University Hospital Authority

February 9, 2007

It Is Understood that the Minutes Herein Recorded Have Not as
Yet Been Approved and Cannot be Considered as Official Action
of the Board Until Such Approval Has Been Given

Colcock Hall
Medical University of South Carolina
Charleston, South Carolina

MINUTES
MEDICAL UNIVERSITY HOSPITAL AUTHORITY
BOARD OF TRUSTEES MEETING
February 9, 2007

The Board of Trustees of the Medical University Hospital Authority convened Friday, February 9, 2007, with the following members present: Dr. Charles B. Thomas, Jr., Chairman; Mr. Thomas L. Stephenson, Esquire, Vice Chairman; Dr. Stanley C. Baker, Jr.; Mr. Melvyn Berlinsky; Mr. William H. Bingham, Sr.; Dr. Cotesworth P. Fishburne, Jr.; Mr. William B. Hewitt; Dr. Donald R. Johnson II; Dr. Paula E. Orr; Dr. E. Conyers O'Bryan, Jr.; Dr. Thomas C. Rowland, Jr.; Mr. Charles W. Schulze; The Honorable Robin M. Tallon; Dr. James E. Wiseman, Jr.; Mr. Allan E. Stalvey, Emeritus.

The following administrative officials were present: Dr. Raymond S. Greenberg, President; Dr. John Raymond, Vice President for Academic Affairs and Provost; Dr. Jerry Reves, Vice President for Medical Affairs, and Dean, College of Medicine; Mr. Stuart Smith, Vice President for Clinical Operations and Executive Director, MUHA; Mr. Jim Fisher, Vice President for Development and Dr. Frank Clark, Vice President for Information Technology and CIO.

The following deans were present: Dr. Jack Sanders, College of Dental Medicine; Dr. Becki Trickey, Interim Dean-the College of Health Professions; Dr. Jerry Reves, College of Medicine; Dr. Gail Stuart, College of Nursing; and Dr. Arnold Karig, College of Pharmacy.

Item 1. Call to Order-Roll Call.

There being a quorum present, Chairman Thomas called the meeting to order at 9:00 a.m. Ms. Celeste Jordan called the roll.

Item 2. Secretary to Report Date of Next Meeting.

The date of the next regularly scheduled meeting is Friday, April 13, 2007.

Item 3. Approval of Minutes of the Regular Meeting of the Medical University Hospital Authority of December 8, 2006.

Board Action: It was moved that the Minutes be approved. The motion was seconded, voted on and unanimously carried.

RECOMMENDATIONS AND INFORMATIONAL REPORTS OF THE PRESIDENT

OLD BUSINESS: None.

NEW BUSINESS:

Item 4. General Informational Report of the President.

Dr. Greenberg distributed MUSC's annual report which featured the extensive international activities going on at the University. He then asked Dean Reves to introduce the speaker. Dean Reves introduced Dr. Kathie Hermayer who graduated from Cornell and Albany Medical College. She joined the MUSC faculty at the conclusion of her fellowship at the University. Dean Reves stated that Dr. Hermayer

had been asked in 2003 to establish a hospital-wide diabetes management service, which has been very effective. Dr. Hermayer presented information on the service and concluded by stating effective diabetes intervention benefits everyone including the patients, the hospital and the entire healthcare team.

Recommendation of Administration: That these reports be received as information.

Board Action: Received as information.

Item 5. Other Business. Dr. Thomas welcomed Ms. Lisa Magill who has joined the legislative liaison office in Columbia as a Special Assistant to UMA. He also welcomed Mr. Allan Stalvey as a new Emeritus Member of the Board. He served on the MUSC Board from 1984 to 1992 and presently serves as Senior Vice President of the South Carolina Hospital Association.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY OPERATIONS AND FINANCE COMMITTEE. CHAIRMAN: DR. STANLEY C. BAKER, JR. (Detailed committee minutes are attached to these minutes).

OLD BUSINESS: None.

NEW BUSINESS:

Item 6. MUSC Medical Center Status Report.

Statement: Mr. Stuart Smith reported that the Medical Center continues to grow and reported an increase in admissions of 8% for the first six months. He reported on MUSC Excellence after one year and added that the College of Medicine, UMA and the University have adopted the program. He also reported that goals for Patient Satisfaction, Ambulatory and Inpatient growth and margin continue to show a positive increase. The mortality rates continue a downward trend. He said Ms. Marilyn Schaffer reported to Committee on the One Voice One Plan initiative and its successful start.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 7. MUSC Medical Center Financial and Statistical Report.

Statement: Mr. Smith stated Ms. Montgomery had reported the financials through six months are very good showing an increase in net assets through December of \$19.5 million with 35 days cash on hand. She reported that the Medical Center is also doing well on UHC indicators.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 8. Report on Quality.

Statement: Dr. Baker said that the committee had heard a report by Ms. Rosemary Ellis, Director of Quality and Patient Safety, on the Hospital Infection Disclosure Act. Dr. Pat Cawley reported to Committee on MUSC's proposal to obtain a National Stroke Center designation for the Hospital.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 9. Report of the Vice President for Medical Affairs and Dean, College of Medicine.

Statement: Dr. Baker stated Dean Reves provided his report during a previous committee meeting.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 10. Report on University Medical Associates.

Statement: Dr. Baker asked Dr. Feussner to provide a report on the activities in the North Area. Dr. Feussner reported that the North Area Multi-specialty Clinic opened in January and a marketing effort will begin. UMA will be looking to see where the challenge to the CON waiver goes with Columbia HCA and Trident.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 11. Update on Clinical Systems Implementation.

Statement: Dr. Baker stated Mr. Mark Daniels had reported to Committee on the update to the clinical information systems.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 12. Legislative Update.

Statement: Dr. Baker said Mr. Bo Faulkner reported that the budget is being developed in Columbia.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 13. Other Committee Business. None.

Item 14. Medical University Hospital Authority Appointments, Reappointments and Delineation of Privileges (consent item).

Statement: Appointments, reappointments and delineation of privileges to the medical staff were presented for approval.

Recommendation of Administration: That the appointments, reappointments and delineation of privileges to the medical staff be approved.

Recommendation of Committee: That the appointments, reappointments and delineation of privileges to the medical staff be approved at presented.

Board Action: Dr. Baker moved that the appointments, reappointments and delineation of privileges to the medical staff be approved. The motion was seconded, voted on and unanimously carried.

Item 15. Medical Executive Committee Minutes (consent item).

Statement: Minutes of the Medical Executive Committee meeting of December 2006 and January 2007 were presented to the Board.

Recommendation of Administration: That this be received as information.

Recommendation of Committee: That this be received as information.

Board Action: The minutes of the Medical Executive Committee meeting of December 2006 and January 2007 were received as information.

Item 16. Medical Center Contracts and Agreements (consent item).

Statement: Contracts and Agreements which have been signed since the last board meeting were presented for information.

Recommendation of Administration: That this be received as information.

Recommendation of Committee: That this be received as information.

Board Action: Received as information.

MEDICAL UNIVERSITY HOSPITAL AUTHORITY PHYSICAL FACILITIES COMMITTEE.
CHAIRMAN: MR. WILLIAM H. BINGHAM, SR. (Detailed committee minutes are attached to these minutes).

OLD BUSINESS: None

NEW BUSINESS:

Item 17. Facilities Procurements/Contracts Proposed.

Statement: Mr. Bingham asked for approval of the following procurements/contracts:

- Replacement of Rutledge Tower Chiller - additional funding request of \$200,000. Revised Total Project Cost \$540,000.
- Rutledge Tower Operating Room renovation to create a new OR in Rutledge Tower. Total Project Budget: \$1,300,000.
- Lease renewal for 3,502 square feet of office space located at 650 Ellis Oak Avenue for office/clinical space for Physical Therapy and Occupational Therapy services: One year lease renewal of \$84,748.40 with extended option of one year with terms to be negotiated.
- Lease renewal for 1,289 square feet of office space located at 51 Bee Street for office/clinical space for Hospital Psychiatry and the Employee Assistance Program. Total Cost of five-year lease renewal: \$79,320 with extended option of five years with terms to be negotiated.
- Lease renewal for 13,769 square feet of office space located at 17 Ehrhardt Street for Hospital Radiology, Hospital Project management and Hospital Computer Services: Total Cost of five-year lease renewal: \$343,980 with extended option of five years with terms to be negotiated.

Recommendation of Administration: That the procurements/contracts be approved.

Recommendation of Committee: That the procurements/contracts be approved.

Board Action: It was moved, seconded and unanimously voted that the procurements/contracts be approved.

Item 18. Update on Projects.

Statement: Mr. Bingham reported that Mr. Malanuk presented an update on the Phase I Hospital.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

Item 19. Other Committee Business.

Statement: Mr. Bingham stated that the Authority might have an IDC selection at the April Board meeting and he asked for volunteers to serve on the Committee. The interviews would be Wednesday April 11th and the shortlisting conference call or meeting would need to take place about ten days prior to the April 11th date.

Recommendation of Committee: This report be received as information.

Board Action: Received as information.

Item 20. Facilities Contracts Awarded (consent item).

Statement: Facilities contracts awarded since the last board meeting were presented for information.

Recommendation of Administration: That this be received as information.

Recommendation of Committee: That this be received as information.

Board Action: Received as information.

**MEDICAL UNIVERSITY HOSPITAL AUTHORITY AUDIT COMMITTEE. CHAIRMAN:
THOMAS L. STEPHENSON, ESQ.**

OLD BUSINESS: None

NEW BUSINESS:

Item 21. External Audit Services FY 2007-2011.

Statement: Mr. Stephenson stated the Committee had received a report regarding the hiring of the External Auditor. The External Auditor Selection Committee recommended hiring KPMG for the next four-year cycle and asked for approval.

Recommendation of Administration: That the recommendation to hire KPMG to provide external audit services for FY 2007-2011 be approved.

Recommendation of Committee: That the recommendation to hire KPMG to provide external audit services for FY 2007-2011 be approved.

Board Action: It was moved, seconded and unanimously voted that the External Audit Services for FY 2007-2011 be provided by KPMG.

OTHER BUSINESS FOR THE BOARD OF TRUSTEES:

Item 22. Approval of Consent Agenda.

Statement: Approval of the Medical University Hospital Authority consent agenda was requested.

Recommendation of Administration: That the consent agenda be approved.


Board Action: It was moved, seconded and unanimously voted that the consent agenda be approved.

Item 23. New Business for the Board of Trustees. None.

Item 24. Report from the Chairman. No Report.

There being no further business, the Hospital Authority meeting was adjourned and the University Board of Trustees meeting was convened.

Respectfully submitted,


Hugh B. Faulkner III
Secretary

/wcj
Attachments

Medical University Hospital Authority Board of Trustees
Operations and Finance Committee
February 8, 2007
Minutes

Attendees:

Dr. Stanley Baker, Chair	Dr. John Feussner
Dr. Charles Thomas	Annette Drachman, Esq.
Thomas Stephenson, Esq.	Joe Good, Esq.
Mr. Melvyn Berlinsky	Dennis Frazier
Mr. William H. Bingham, Sr.	Betts Ellis
Dr. Cotesworth Fishburne, Jr.	John Cooper
Mr. William Hewitt	Steve Hargett
Dr. Donald Johnson	Dr. Patrick Cawley
Dr. Conyers O'Bryan	Mr. Mark Daniel
Dr. Thomas Rowland	Ms. Susan Barnhart
Mr. Charles Schulze	Mr. H. B. Faulkner
Hon. Robin M. Tallon	Ms. Sarah King
Dr. James Wiseman	
Dr. Raymond Greenberg	
Mr. Stuart Smith	
Ms. Lisa Montgomery	
Dr. J. G. Reves	
Dr. Frank Clark	

The meeting was called to order at 9:45 a.m. by Dr. Stanley Baker, Chair.

Item 6: MUSC Medical Center Status Report

Mr. Smith briefed the committee on statistical information for the Medical Center. Most significant is the increase of 8% in admissions. This is well above what is required by the feasibility study, and can be attributed to the success of our Admit/Transfer Center as well as the increasing number of physicians who are being recruited to the Medical Center and the increased productivity of our staff and physicians.

Mr. Smith briefed the committee on the MUSC Excellence initiative. This has been a focus of the Medical Center for approximately one year, and he feels that staff are beginning to focus more on the specific Medical Center goals and that patients are beginning to reap the benefits of the MUSC Excellence initiative. Mr. Smith mentioned the **AIDET** program which focuses on staff **A**cknowledging patients; **I**ntroducing themselves, telling patients of the **D**uration of the procedure; **E**xplaining the procedure,

and Thanking the patient for coming to MUSC. This simple procedure makes the patients feel more comfortable about their care and their experience at MUSC.

He also reported on specific goals. Goals for Patient satisfaction, Ambulatory and Inpatient growth, and margin continue a positive increase. The mortality goal is continuing its successful downward trend. FTE's per adjusted occupied bed and turnover goals will require more focus. The FTE's per occupied bed correlate directly to the lowered length of stay. Because of this, the goal may more appropriately be measured by using the FTE's per adjusted discharge. This will be reviewed and reported back to the Board at a future meeting.

Marilyn Schaffner reported on efforts to deal with an increasingly severe nursing shortage throughout the state and nation. She reported that by 2020, S.C. will have a deficit of 12,000 nursing personnel if current trends continue. This problem is being dealt with on the state level by the One Voice One Plan initiative which brings together nursing administrators, deans, and others throughout the state. Major areas of concern are the inadequate number of nursing faculty, the limitations of traditional teaching methods, and the lack of necessary data. All these issues are being addressed. She reported that major areas of focus deal with faculty salaries, additional scholarships, creation of a resource center for data collection and developing non-traditional methods of teaching such a simulation. The One Voice One Plan initiative has been presented to the General assembly for possible funding consideration.

Action: Reports received as information

Item 7: MUSC Medical Center Financial and Statistical Reports

Lisa Montgomery briefed the committee on the financial status of the Medical Center. She reported an increase in net assets through December of \$19.5 million with 35 days cash on hand. She also reported that the Medical Center is doing well on most UHC indicators with FTE's per adjusted occupied bed being near the 25th percentile. Our debt service coverage ratio and our margin are at or above that required by the feasibility study.

Action: Received as information

Item 8: Report on Quality

Ms. Rosemary Ellis, Director of Quality and Patient Safety, reported on the Hospital Infection Disclosure Act (HIDA) which requires public reporting of hospital infection rates by February 2009. The act requires that hospitals collect data on hospital acquired infection rates for specific clinical procedures such as surgical site infections, central line related blood stream infections and ventilator associated pneumonia.

Hospitals will also be required to report on the completeness of certain selected infection control processes. Many of the details are yet to be made available. However, there has already been a proposed amendment to the legislation which will require reporting of deaths resulting from hospital infections for specific clinical procedures.

While many procedures are still being formulated, it is expected that hospitals will report to DHEC at least every six months, and DHEC will submit reports to the General Assembly. MUSC is positioning itself to deal with this new legislative mandate by participating on the Advisory Committee which is appointed by the DHEC Commissioner, by investing in technology for data mining, and by reorganizing some of its committee structures to accommodate these new mandates.

Dr. Pat Cawley briefed the committee on MUSC's proposal to attain designation as a national stroke center. This process is underway and our application has been presented to JCAHO. Once National Stroke Center designation is attained, MUSC will be elevated to the status of a Comprehensive Stroke Center due to various specialties available here such as neurointerventional radiologists.

Dr. Cawley also reported that measures are in place to assure that MRI's are available at all times. This was a follow up to a discussion at the December Board meeting.

Action: report received as information

Item 9: Report of Vice President for Medical Affairs and Dean, College of Medicine

No report

Item 10: Report on University Medical Associates

Dr. Feussner reported that the North Area Multi-Specialty Clinic opened on January 16 and was seeing an average of 45 patients per day. He is pleased with this progress especially since the marketing campaign has not yet been initiated. He has received positive feedback and referrals from the local primary care physician group in the area. He also reported that the manpower initiative is underway and that of the 14 clinical departments involved, almost half of them have hired at least one physician. Dr. Feussner also reported that in the near future, the demand for primary care, general internists and family practitioners will increase. He feels that the demand will exceed the supply and that this will present a challenge for MUSC as well as other institutions.

Action: Report received as information.

Item 11: Update on Clinical Systems Implementation:

Mark Daniels briefed the committee on updates in the clinical information systems. He briefed the committee on the organizational structure as well as various systems which will soon be on line. Some of the systems currently available or available in the near future are: ED tracking boards which allow staff to track the status of patients throughout our system. This also allows physicians to manage multiple areas at one time. He also focused on the clinical documentation system which will primarily be used by nursing staff. A new inpatient pharmacy system allows for interfacing with the robot for dispensing drugs. Physician Order Entry should be available in July of this year. Bedside drug administration system will provide for barcoding drugs, scanning the drug and the patient as well as the nurse at the time of administration of medication. This is a final safeguard in the drug administration system. There is also a perioperative scheduling system which will replace our current system as well as a system to document anesthesia services. The goal is to have all these systems in place and operational before moving into the replacement hospital.

Action: Report received as information

Item 12: Legislative Update

Mr. H. B. Faulkner reported on recent legislative action. The major focus has been on the state budget which is projected to have \$1 Billion surplus. Dr. Greenberg has presented his report to the subcommittee and it was well received. He also met with the new state treasurer and found him to be very helpful and interested in the various projects at MUSC.

Mr. Faulkner also reported that Ms. Lisa McGill has joined his office and will be working with the Board and MUSC officials.

Action: Report received as information

CONSENT

Item 14: Medical University Hospital Authority Appointments, Reappointments and Delineation of Privileges.

These requests were recommended for approval by various internal committees as well as by the Medical Executive Committee

Action: Recommended for approval

Item 15: Medical Executive Committee Minutes

The Medical Executive Committee minutes of December 20, 2006 were reported and received as information.

Action: Received as information

Item 16: Contracts and Agreements

Contracts and Agreements entered into since the last Board meeting were presented for information.

Action: Received as information

There being no further business, the committee adjourned at 11:20 a.m.

Respectfully Submitted,

Teresa Rogers

**Medical University Hospital Authority
Physical Facilities Committee
February 8, 2007
Minutes**

Attendees:

Mr. William H. Bingham, Sr., Chair	Dr. Jack Feussner
Dr. Stanley C. Baker, Jr.	Mr. Dennis Frazier
Mr. Melvyn Berlinsky	Mr. Steve Hargett
Dr. Cotesworth P. Fishburne, Jr.	Mr. Chris Malanuk
Mr. William B. Hewitt	Mr. John Malmrose
Mr. Charles W. Schulze	Mr. Stewart Mixon
Thomas L. Stephenson, Esquire	Ms. Jennifer Pearce
Dr. Charles B. Thomas, Jr.	Dr. John Raymond
Dr. James E. Wiseman, Jr.	Dr. Jerry Reves
Dr. Raymond S. Greenberg	Dean Jack Sanders
Mr. John Cooper	
Ms. Annette Drachman	

Mr. Bingham called the meeting to order.

REGULAR Items

Item 17. Facilities Procurements/Contracts Proposed

Mr. Dennis Frazier presented the following for approval:

- Replacement of Rutledge Tower Chiller - additional funding request of \$200,000. Revised Total Project Cost \$540,000.
- Rutledge Tower Operating Room renovation to create a new OR in Rutledge Tower. Total Project Budget: \$1,300,000.
- Lease renewal for 3,502 square feet of office space located at 650 Ellis Oak Avenue for office/clinical space for Physical Therapy and Occupational Therapy services: One year lease renewal of \$84,748.40 with extended option of one year with terms to be negotiated.
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- Lease renewal for 13,769 square feet of office space located at 17 Ehrhardt Street for Hospital Radiology, Hospital Project Management and Hospital Computer Services: Total Cost of five-year lease renewal: \$343,980 with extended option of five years with terms to be negotiated.

Recommendation of Committee: That the procurements/contracts be approved.

Item 18. Update on Projects

Mr. Chris Malanuk presented an update on the Phase I Hospital. The project is ahead of schedule and occupancy is expected in October 2007.

Recommendation of Committee: That the report be received as information.

Item 19. Other Committee Business

Mr. Bingham stated that the Authority might have an IDC selection at the April Board meeting and he asked for volunteers to serve on the Committee. The interviews would be Wednesday April 11 and the shortlisting conference call or meeting would need to take place about ten days prior to the April 11th date.

CONSENT Items for Information:

Item 20. Facilities Contracts Awarded

The facilities contracts since the last board meeting were presented for information.

Recommendation of Committee: That this report be received as information.

With no further business, the meeting was adjourned.