



Guam Memorial Hospital Authority Aturidåt Espetåt Mimuriåt Guahån

850 Gov. Carlos G. Camacho Road
Tamuning, GU 96913
Phone| (671) 647-2330/2444 Fax| (671) 649-0145



32-14-1404
March 14, 2014 Office of the speaker
Judith T. Won Pat, Ed. D.
Date 3.14.14
Time 2:35pm
Received by [Signature]

2014 MAR 14 PM 3:14
[Signature]

Honorable Judith T. Won Pat, Ed.D.
Speaker of IMinatrentai Dos Na Liheslaturan Guåhan
155 Hesler Place
Hagåtña, GU 96910

**RE: GUAM MEMORIAL HOSPITAL AUTHORITY (GMHA) BOARD OF TRUSTEES
MEETING – FEBRUARY 27, 2014**

Dear Speaker Won Pat:

In accordance with Ch .8 of Title 5 GCA, Section 38, §8113.1, Reporting Requirements for Boards and Commissions, enclosed is a compact disc containing electronic copies of all materials presented and discussed during the GMHA Board of Trustees Regular Meeting held on February 27, 2014 at 6:00 p.m. in the D.L Webb Conference Room.

Senseramente,

[Signature]
JOSEPH P. VERGA, MS, FACHE

cc: GMHA Board Office

1404

AFFIDAVIT OF ATTORNEY
5 Guam Code Ann. §8111(c)(5)

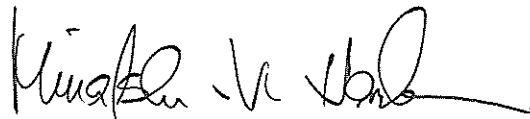
I, MINAKSHI V. HEMLANI, hereby declare that:

1. I am an adult over the age of eighteen and otherwise competent to testify in a court of law.
2. I attended an executive session of the Board of Directors, Guam Memorial Hospital Authority on January 30, 2014.
3. In accordance with 5 Guam Code Ann. §8111(c)(5), I swear or affirm that only matters relating to litigation, pending litigation and personnel issues were discussed.

I swear or affirm under penalty of perjury that the foregoing is true to the best of my knowledge or belief.

FURTHER your Affiant sayeth naught,

IN WITNESS WHEREOF, I have hereunto set my hand this 27th day of February, 2014.



Minakshi V. Hemlani, Esq.
FISHER & ASSOCIATES
Suite 101 De La Corte Building
167 East Marine Corp. Drive
Hagåtña, Guam 96910

RECEIVED BY GMHA ADMIN OFFICE

[Handwritten signature] 02/27/14

GUAM MEMORIAL HOSPITAL AUTHORITY
Board of Trustees Regular Meeting
Thursday, January 30, 2014
6:00 p.m.
GMHA, Daniel L. Webb Conference Room

ATTENDANCE

Board Members Present: Lee Webber Frances Taitague-Mantanona Edna Santos, MD Rose Grino, RN Ricardo Terlaje, MD	Felix Cabrera, MD Jemmabeth Simbillo, RN Rhodora Cruz, RN Hoa Nguyen, MD Kathleen Ho, RN James Murphy, MD June S. Perez
Other Attendees: Joseph Verga, MS, FACHE Alan Ulrich Larry Lizama, MD	Recorder: Theo M. Pangelinan

- I. After notices were duly and timely issued pursuant to *Title 5 Guam Code Annotated, Chapter 8 Open Government Law, Section 8107(a)* and with a quorum present, the Chairman called to order the regular meeting of the Guam Memorial Hospital Authority Board of Trustees at 6:00 p.m. on Thursday, January 30, 2014 in the D. L. Webb Conference Room of the Guam Memorial Hospital Authority located in Tamuning, Guam.
- II. EXECUTIVE SESSION – At the written request of Legal Counsel, Chairman Webber called the meeting into Executive Session. A motion was made by Trustee Grino and it was seconded by Trustee Terlaje. Motion carried with all ayes.
- *The minutes of the Executive Session are confidential and kept under separate cover in accordance with Title 5 Guam Code Annotated, Chapter 8 Open Government Law, Section 8111(c)(7).*
- III. RECONVENE OPEN SESSION – With no further business to discuss, the Chair re-convened into open session.

ISSUE/TOPIC/DISCUSSIONS	DECISION(S)/ACTION(S)	RESPONSIBLE PARTY	REPORTING TIMEFRAME	STATUS
<p>IV. MEDICAL STAFF PRESIDENT’S REPORT</p> <ul style="list-style-type: none"> • <u>Staffing Situation in Emergency Department (ED)</u> Dr. Murphy expressed that the ED was experiencing a staffing crisis partly due to the compensation offered by the hospital. He stated that some physicians sought employment elsewhere and some of the remaining physician could follow suit. <p>He is confident that adjustments to ED physician compensation will attract more physicians to work in the Hospital and retain those currently employed.</p> • <u>Medical Peer Review</u> – The medical staff lack - and some refuse to - conduct medical peer reviews when needed. JV expressed his deep concern and noted that it had a grave impact on Joint Commission accreditation and CMS certification for the hospital. He stressed that medical peer review is essential to ensuring quality and safety of patient care at the hospital. 	<p>Mr. Verga reported that the Physician Compensation Taskforce and discussed the situation in the ED. Members developed a resolution to present to the Board for approval.</p>	<p>Hoa Nguyen, MD</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>

<p>He reported that the Medical Executive Committee met on January 30, 2014 and discussed the matter. The medical staff was supportive of the need to begin conducting medical staff peer reviews; however, they disagreed with a statement made by the Chief Executive Officer in his response to a May 2013 letter written by the Medical Staff President regarding "External Peer Review Contract." He went further to describe how some the medical staff interpreted the message in the CEO's response letter. HN clarified that he was advocating for the medical staff who requested clarification from administration about the Board's authority with respect to medical peer review.</p>	<p>Members of the Board of Trustees and hospital leadership emphasized the following:</p> <ul style="list-style-type: none"> • The Board of Trustees governs the hospital, has overall responsibility for the hospital, and has the authority to make decisions • It is not the Board's intention to alter or overturn any internal medical peer review • The Board can disagree with the results and findings of an internal peer review and request that a second peer review (external) be conducted • The Board may choose to not accept an internal medical peer review and an external medical peer review; however, it realizes that its decision to do so may not be in the best interest of the hospital. • The Board and hospital leadership has every intention to involve the Medical Executive Committee in its decision to request for an external peer review to be conducted. <p>Trustee Santos motioned and it was seconded by Trustee Terlaje that the CEO write a letter to the medical staff clarifying his response to the Medical Staff President's letter dated January 6, 2014 regarding External Peer Review Contract. The motion carried with all ayes.</p>	<p>Joseph Verga</p>		<p>Open</p>
<p>V. APPROVAL OF REGULAR MEETING MINUTES – The minutes of December 5, 2013 was reviewed. Trustee Grino (RG) motioned and it was seconded to approve the minutes with a revision. Motion carried with all ayes.</p> <ul style="list-style-type: none"> • V. Board Committee/Staff Reports, A. Human Resources, par.2 – Change "do" to read "Dr. Lizama expressed that due..." 				
<p>ISSUE/TOPIC/DISCUSSIONS</p>	<p>DECISION(S)/ACTION(S)</p>	<p>RESPONSIBLE PARTY</p>	<p>REPORTING TIMEFRAME</p>	<p>STATUS</p>
<p>VI. BOARD COMMITTEE/STAFF REPORTS</p>				
<p>A. <u>Human Resources Subcommittee</u> 1. Trustee Mantanona presented two resolutions supported by the Human Resources Subcommittee. a. Resolution 14-14, Relative to the Remuneration of Emergency Department Clinical Providers</p>	<p>Trustee Terlaje motioned and it was seconded by Trustee Santos to approve the resolution. The motion carried with all ayes.</p>	<p>Trustee Mantanona</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>

- *The compensation rates agreed upon are:*

<i>Certification and experience</i>	<i>GMHA Employee</i>	<i>Contracted Professional</i>
<i>Board Certified in Emergency Medicine</i>	<i>\$160.00 per hour</i>	<i>\$190.00 per hour</i>
<i>Board Eligible in Emergency Medicine and/or Having over 10,000 hours of Professional Experience in a licensed hospital's Emergency Department</i>	<i>\$150.00 per hour</i>	<i>\$180.00 per hour</i>

- *The adjustment in compensation will allow competitiveness with recruiting ED physicians and retaining current physicians.*
- *There are two levels of compensation stipulated in the resolution*
- *The adjustment in compensation will cost the hospital an estimated \$1M in additional funding needed for payroll. A budget modification will be necessary since this was not budgeted for the current fiscal year.*

b. Resolution 14-15, Relative to approving the creation of the Hospital Pharmacy Technician I and II positions of the Guam Memorial Hospital Authority

2. JV reported that the hospital continued to recruit for critical positions.

Trustee Grino motioned and it was seconded by Trustee Santos to approve the resolution. The motion carried with all eyes.

The Human Resources is scheduling interviews for qualified candidates.

Additionally, RFPs may be considered for critical positions when there are no qualified candidates.

Human Resources Dept.

B. Joint Conference and Professional Affairs Subcommittee (JCPA) – The JCPA subcommittee reviewed and supports the appointments and reappointments of the Medical Staff's hospital privileges. A Confidential Checklist was made available for the Board's review together with the following resolutions:

Dr. Lizama motioned and it was seconded by Trustee Mantanona to accept the recommendation of the Joint Conference and Professional Affairs Subcommittee to approve the appointments and reappointments for privileges of said physicians. Motion carried with all eyes.

Trustee Webber
Medical Director
Medical Staff
Office

Reports to be provided at each meeting

Informational

<ol style="list-style-type: none"> 1. Res. No 14-08, Relative to the Reappointment of Active Medical Staff Privileges for: <ul style="list-style-type: none"> • <i>Melinda Sangalang, MD (exp. 12/31/15)</i> • <i>James Stadler, MD (exp. 12/31/15)</i> 2. Res. No. 14-09, Relative to the Reappointment of Active Medical Staff Privileges for: <ul style="list-style-type: none"> • <i>Gilbert Lopez, MD (exp. 12/31/15)</i> • <i>Goldelina Marfori, MD (exp. 12/31/15)</i> • <i>Robert Nerves, MD (exp. 12/31/15)</i> • <i>Michael Robinson, MD (exp. 12/31/15)</i> • <i>Robert Ryan, MD (exp. 12/31/15)</i> 3. Res. No. 14-10, Relative to the Appointment of Provisional Medical Staff Privileges for: <ul style="list-style-type: none"> • <i>Daniel Case, MD (exp. 12/31/14)</i> • <i>Milton Kim, MD (exp. 12/31/14)</i> 4. Res. No. 14-11, Relative to the Reappointment of Active Associate Medical Staff Privileges for: <ul style="list-style-type: none"> • <i>Eng Saw, MD (exp. 12/31/15)</i> 5. Res. No. 14-12, Relative to the Reappointment of Active Medical Staff Privileges for: <ul style="list-style-type: none"> • <i>Robert Arafiles, MD (exp. 12/31/15)</i> • <i>Maria Blancaflor, MD (exp. 12/31/15)</i> • <i>Vincent A. Duenas, MD (exp. 12/31/15)</i> • <i>Antonio Garcia, MD (exp. 12/31/15)</i> • <i>Jerone Landstrom, MD (exp. 12/31/15)</i> • <i>James Last, MD (exp. 12/31/15)</i> 	<p>With the exception of Res. No 14-11, these resolutions are duly and regularly adopted and made part of these minutes.</p> <p>Clarification is needed on Dr. Saw's affiliation with another organization. His reappointment status may be changed. Dr. Lizama will verify with the Medical Staff Office.</p>	<p>LL</p>		<p>Deferred</p>
<p>C. <u>FACILITIES, CAPITAL IMPROVEMENT, AND INFORMATION TECHNOLOGY SUBCOMMITTEE</u> - Mr. Verga reported the following:</p> <ol style="list-style-type: none"> 1. Status of ICU/CCU and ED Expansion Project 2. Electronic Health Records Project - There was a 	<p>Phase 2 is about 25% complete. This phase includes the renovation of the Pharmacy Department. The renovation includes upgrades to the Pharmacy to become compliant with U.S. Pharmacopoeia 797 regulations. The Pharmacy will be temporarily relocated.</p> <p>On 01/10/14 a payment was made and the</p>	<p>Leadership</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>

<p>delay in the process due to a financial matter with NTT.</p> <p>Note: 10/01/14 is the implementation date for ICD 10 cm</p> <p>3. Electrical Power Distribution</p> <p>4. Computer System Installation</p> <p>5. Inpatient Kidney Machines</p> <p>6. Vertical Transportation/Elevator Modernization Project</p> <p>7. Back-up Chiller Repair and Main Chiller Replacement</p> <p>8. Dual Fiber Enterprise Network Upgrade</p> <p>9. Unidentified Fund Projects</p>	<p>matter was resolved. The project is moving forward.</p> <p>The Revenue Management Cycle was the first module to be implemented and the plan is to go live by 07/01/14.</p> <p>Mr. Ulrich is working on obtaining approval for the Meaningful Use Incentive. These funds will go towards the upgrades. A purchase order was signed and the hospital awaits the arrival of parts for the generator.</p> <p>188 computer units were acquired. The IT Dept. is 96% complete for installation throughout the hospital.</p> <p>Four units were received. The hospital is in the process of arranging training, installation, and commissioning of the units. Once the 4 units are commissioned and assessed by the biomedical department, the hospital will decide on receiving the remaining 10 units.</p> <p>This project is scheduled to begin in the summer of 2014.</p> <p>This project is in process.</p> <p>This project was completed together with the ICU/CCU expansion.</p> <p>The hospital submitted a list of projects to the Guam Economic Development Authority (GEDA). Mr. Verga said that leadership may have to allocate funding irrespective of the assistance it may receive from GEDA.</p>			
<p>D. <u>Governance, Bylaws and Strategic Planning Subcommittee</u></p>	<p>Trustee Mantanona motioned and Trustee Terlaje seconded to approve the resolution. Motion carried with all ayes.</p>	<p>Trustee Terlaje Mr. Verga</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>

<p>1. Res. No. 14-13, Relative to the approval of the Hospital -based Urgent Care Clinic Development plan</p> <p>Trustee Terlaje expressed his concerns with regard to the possibility that a hospital-based urgent care center may negatively impact the hospital financially. He explained that the funding allocated through PL 32-060 may be insufficient in the long run which will require the hospital to seek more funding from the legislature. He added that it may be more practical to use the funding towards staffing for the expanded Emergency Room which is designed to accommodate more patients.</p>	<p>Mr. Verga informed the Board that the intent of the resolution was to approve the development and implementation of an urgent care service.</p> <p>He clarified that the law did not stipulate how the money was to be spent; therefore, allowing modification to the plan submitted and attached to this resolution.</p> <p>Trustee Mantanona motioned and Trustee Terlaje seconded to amend the motion to reflect the following recommendations by the committee:</p> <ol style="list-style-type: none"> 1. Change title to read "Relative to the approval to establish an urgent care service at the Guam Memorial Hospital Authority" 2. Delete paragraph three 3. Change paragraph five to read "<i>RESOLVED</i>, that the Board of Trustees approved the establishment of an urgent care service at the Guam Memorial Hospital Authority; and, be it further resolved" <p>The amendment to the motion carried with all ayes.</p> <p>JV plans to reactivate the Urgent Care Planning Committee to discuss the concerns of the Board and modify the plan where needed.</p>			
<p>2. Strategic Planning Score Card</p>	<p>The Strategic Planning Scorecard will be presented to the Board in March which marks one year after the plan was implemented.</p>			

<p>E. <u>Quality and Safety Subcommittee</u> – The Performance Improvement Dashboard (Divisions Month 3) was provided. Trustee Santos highlighted the following:</p> <ol style="list-style-type: none"> 1. CMS Report - The hospital will have to maintain an 80% compliance rate. 2. Joint Commission – The threshold for Health and Physical Examinations was met; however, there continues to be a struggle with pain management requirements. 3. Nursing Services - Nursing was successful in meeting and exceeding their goals in some areas. Pain management continues to be a challenge and there is a need for continued training and education. 4. Fiscal Services - Payroll reports have not been submitted timely due to staffing shortage and turnover in management. 5. Operations Division – The distribution of supplies within seven days is a struggle for the Materials Management Department due to the NIS situation. Recall alert responses are also below what is expected. 6. Professional Support Division - Respiratory Department did not submit their PI reports in time for the development of the dashboard. 7. Medical Services - Some physicians are not meeting the 85% goal, but it may be due to a small sample size. 8. Patient Safety – Documentation of Critical Tests/Results remains a challenge 	<p>This document will be made part of these minutes.</p> <p>The CFO is notified whenever a department manager is delinquent in submitted their PI reports.</p> <p>The department continues to work closely with finance to identify vendors who were awarded orders for critical supplies.</p> <p>The department is piloting a new process to change the documentation and reporting process.</p>	<p>Leadership Trustee Santos</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>
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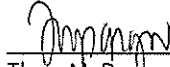
<p>9. Hand Hygiene - There is improvement; however the compliance rate is within expectations.</p>	<p>A new survey will be implemented, whereas, patients will be observing the hand hygiene practices of the staff.</p>			
<p>F. FINANCE AND AUDIT SUBCOMMITTEE - Trustee Mantanona highlighted the following:</p> <ol style="list-style-type: none"> 1. TEFRA - The hospital's consultant, EOP, recommended a new vendor to conduct the CMS Cost Report for FY-2013. This is needed for EOP's effort to conduct the TEFRA rebasing for the hospital 2. Perry Point 3. RFP for Collections - Three responses from prospective bidders was received. 4. Res. No. 14-17, Relative to the Authorized Users and Credit Limit of Bank of Guam Credit Card <ul style="list-style-type: none"> • This resolution increases the credit limit from \$500 to \$15K which will allow the hospital to procure supplies and equipment for the hospital at more competitive prices from vendors who do not accept purchase orders. 	<p>Mr. Verga sent the Perry Point representative an e-mail informing him of the status of the hospital's loan and its plans to pay what is owed in full.</p> <p>The hospital is seeking clarifications from the respondents. According to Mr. Ulrich, two of the three agencies will be selected for recommendation of an award.</p> <p>Trustee Grino motioned and it was seconded by Trustee Terlaje to approve the resolution. The motion carried with all ayes.</p> <p>It was noted the credit card will be strictly monitored to prevent abuse and that the use of the credit card will require the approval from the Chief Financial Officer and/or the Chief Executive Officer prior to making any charges with the credit card.</p>	<p>Trustee Grino</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>
<p>G. Hospital Administrator/CEO's Report - Mr. Verga reported the following:</p> <ol style="list-style-type: none"> 1. Mr. Theodore Lewis was appointed Board of Trustees by Governor Calvo. 2. An Oversight Hearing is scheduled on February 12, 2014 at 09:00 a.m. in the Legislative hearing Room. 	<p>Mr. Verga is scheduled to meet with Mr. Lewis in February 2014. Mr. Lewis will be given an orientation packet for his reference.</p> <p>The hospital is compiling information and data to submit to Sen. Dennis Rodriguez by his deadline of February 10, 2014.</p>	<p>Mr. Verga</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>

<p>3. FY-2015 Budget</p> <p>4. RFPs/Upcoming Projects</p> <ul style="list-style-type: none"> • Paid Parking RFP • Outsourcing of Cafeteria Services • Long Term Acute Care (LTAC) for SNU <p>5. Res. No. 14-16, Relative to the Agreement between Guam Memorial Hospital Authority and Gamma Corporation</p>	<p>Finance has distributed budget packages to all department heads. A special Board meeting will be held on March 13, 2014 to review and approve the hospital's budget.</p> <p>Trustee Terlaje motioned and it was seconded by Trustee Grino to approve the resolution. The motion carried with all ayes.</p>			
<p>H. <u>Associate Administrator of Medical Services' Report</u> Dr. Lizama reported that the internal medicine department remains in a staffing crisis and the two main issues are workload requirements and compensation.</p> <p>The medical directors are proposing an increase of hospitalists from four to as much as seven FTEs. This number was identified utilizing a model which factors admissions, acuity of care, shift work, etc.</p> <p>Dr. Cabrera expressed that the change is needed to prevent possible patient safety violations.</p> <p>Other Discussion(s): Trustee Santos inquired as to the reason that there is no Medical Utilization Review Committee. JV informed the committee that he has raised the issue with the Medical Staff President that there is a need for medical committees to meet regularly. He pointed out that the Tissue & Transfusions and Pharmacy & Therapeutics are among those who have been inactive.</p>	<p>Dr. Cabrera is in the process of developing a new coverage system which will help manage the workload and ensure that all shifts are adequately covered. This system will also ensure continuity of care and proper rest for the physicians.</p> <p>Trustee Santos motioned and Trustee Mantanona seconded to move forward with the recruitment of medical staff utilizing recruitment firms. The motion carried with all ayes.</p>	<p>Dr. Lizama Dr. Cabrera</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>

<p>I. <u>Chief Financial Officer's Report</u> – Mr. Ulrich presented financial reports for the months of October, November and December 2013 and Year to date.</p> <p>A. Monthly Income Statement - Mr. Ulrich reported that the subsidies from Compact-Impact Funds received and recorded in December 2013 were directed towards payments for NTT and Perry Point.</p> <p>He also clarified that a subsidy of \$4,096, 904.00 received from GovGuam in September 2013 were recorded as income in 2014.</p> <p>B. Aged Accounts Receivables as of 12/31/13</p> <ul style="list-style-type: none"> • \$125M in fully reserved receivables • \$17M is owed by health insurance companies • \$41M is owed by government payers <p>C. Other reports:</p> <ol style="list-style-type: none"> 1. RFP for Charge Master 2. RFP for Billing and Coding Services 3. Data submission for Meaningful Use Incentive – The deadline to submit data for this incentive is January 30, 2014 4. FY-2013 Audit by Deloitte and Touche (Doubtful Accounts) 5. Bank of Guam Loan Proceeds – AU pointed 	<p>These documents will be made part of these minutes.</p> <p>Mr. Ulrich will be presenting a report for write-offs of unbillable accounts that have been recorded in the books for years and are not a true reflection of what is receivable.</p> <p>Mr. Ulrich provided a list to all insurance companies of all claims for FY-2012 and 2013 that have not been paid.</p> <p>A contract has been received and it is expected to be completed within the week.</p> <p>The hospital has plans to outsource the coding and services provided by the Business Office for insured patients. The decision was made due to the lack of expertise from qualified individuals.</p> <p>A meeting with the Office of Public Accountability is scheduled for next week.</p> <p>Finance will negotiate with various vendors for</p>	<p>Mr. Ulrich</p>	<p>Reports to be provided at each meeting</p>	<p>Informational</p>
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<p>out that the accounts payable is recorded at \$25M and only \$14M will be available for payables to vendors. The hospital will be short \$10M.</p> <p>6. Urgent Care Clinic Funding – AU reported that a check for \$65K was received in October 2013. Another check for \$57K was recently received and he was informed that this check was for the calendar quarter.</p> <p>7. Retroactive/Merit Pay: Retroactive payments for the period of 10/01/12 through 07/13/13 have not been paid. The amount due to employees for this period is estimated to be \$1.5M. No supplemental funding was provided by the Government for retroactive payments.</p> <p>8. Hay Pay</p>	<p>payments.</p> <p>Mr. Verga and Mr. Ulrich are requesting for an accounting of the disbursements from the Department of Administration.</p> <p>Finance is working with the Human Resources Department to quantify what the increases in salary will cost the hospital.</p>			
<p>VII. UNFINISHED BUSINESS - NONE</p>				
<p>VIII. NEW BUSINESS - NONE</p>				
<p>IX. PUBLIC COMMENT – June S. Perez announced that the Guam Memorial Hospital Authority will be celebrating 50 Years of Service to the community. A proclamation signing is scheduled for February 26, 2014 at Adelup. The 2014 Golden Hospital Week Committee will be distributing personal invitations to leaders and dignitaries. June Perez welcomes ideas from the Board on how to celebrate the milestone throughout the year.</p>				
<p>X. ADJOURNMENT – With no further discussions, a motion was made to adjourn the meeting. The motion carried with all ayes.</p>				

Submitted by: 
 Edna V. Santos, MD
 Secretary, Board of Trustees

Transcribed by: 
 Theo M. Pangelinan
 Administrative Assistant

CERTIFICATION OF APPROVAL OF MINUTES

The minutes of the Open and Closed Session of the January 30, 2014 regular meeting were approved by the Board of Trustees on this 27 th day of February 2014.

Certified by: 
 Lee P. Webber
 Chairman, Board of Trustees



Guam Memorial Hospital Authority Board of Trustees Regular Meeting



AGENDA

Date: Thursday, February 27, 2014
 Time: 6:00 p.m.
 Place: GMHA, Daniel L. Webb Conference Room

- I. Call to Order and Determination of Quorum
- II. Introduction of GMH Volunteers Association Elected Members
- III. Executive Session
- IV. Reconvene to Open Session
- V. Medical Staff President's Report
 - *Hoa Nguyen, MD*
- VI. Approval of Regular Session Minutes
 - a. January 30, 2014
- VII. Board Subcommittee Reports
 - a. Human Resources Subcommittee
 - *Trustee, Frances Taitague-Mantanona*
 - b. Joint Conference and Professional Affairs Subcommittee
 - *Trustee, Lee Webber*
 - c. Facilities, Capital Improvement, and Information Technology Subcommittee
 - d. Governance, Bylaws, and Strategic Planning Subcommittee
 - *Trustee, Ricardo Terlaje, MD*
- e. Quality and Safety Subcommittee
 - *Trustee, Edna Santos, MD*
- f. Finance and Audit Subcommittee
 - *Trustee, Rose Grino, RN*
- VIII. Administrators Reports
 - a. Hospital Administrator/CEO
 - *Mr. Joseph P. Verga*
 - b. Acting, Associate Administrator of Medical Services (Medical Director)
 - *Larry Lizama, MD*
 - c. Chief Financial Officer
 - *Mr. Alan Ulrich*
- IX. Unfinished Business
- X. New Business
- XI. Public Comment
- XII. Adjournment

Distribution:

Lee Webber	Chairman	lwebber@mdaguam.com
Frances Taitague-Mantanona	Co-Chair	fmantanona@gmail.com
Edna V. Santos, MD	Secretary	evsantos55@gmail.com
Rose Grino, RN	Treasurer	grino.rose@gmail.com
Ricardo M. Terlaje, MD	Trustee	ricterlaje@guam.net
Theodore Lewis	Trustee	tlewis@quamsda.com
Joseph Verga, MS, FACHE	Hospital Administrator/CEO	joseph.verga@gmha.org
Gordon Mizusawa	Acting, Assoc. Administrator of Ops	gordon.mizusawa@gmha.org
Alan Ulrich	Chief Financial Officer	alan.ulrich@gmha.org
Larry Lizama, MD	Medical Director	larry.lizama@gmha.org
Hoa Nguyen, MD	Medical Staff President	hoavannnguyen@yahoo.com
Jemmabeth Simbillo, RN	Acting, Assistant Administrator of Nursing Svcs.	jemmabeth.simbillo@gmha.org
Rhodora Cruz, RN	Acting, Deputy Asst. Administrator of Nursing Svcs.	rhodora.cruz@gmha.org
Kathleen Ho, RN	Compliance and Quality Management	Kathleen.ho@gmha.org



Guam Memorial Hospital Authority
BOARD OF TRUSTEES MEETING



ATTENDANCE SHEET

Date: Thursday, February 27, 2014
Time: 6:00 pm
Place: GMHA, Daniel L. Webb Conference Room

BOARD MEMBERS:

Lee P. Webber
Chairperson

Frances Taitague-
Mantanona
Vice-chairperson

Edna V. Santos, MD
Secretary

Rose Guño, RN
Treasurer

Ricardo M. Terraje, MD
Trustee

Theodore Lewis, MBA, FACHE
Trustee

HOSPITAL LEADERSHIP:

Joseph P. Verga
Hospital Administrator/CEO

Gordon Mizusawa
*Acting, Associate
Administrator of Operations*

Alan Ulrich
Chief Financial Officer

Larry Lizama, MD
Medical Director

Hoa Nguyen, MD
Medical Staff President

on leave

Jemmabeth Simbillo, RN
*Acting, Asst. Administrator
of Nursing Services*

Rhodora, R. Cruz, RN
*Acting, Deputy Asst.
Administrator of Nursing
Svcs.*

Kathleen Ho, RN
*Compliance/Quality
Management/Risk
Management*

GUESTS: (Please print name)

EDWARD GUNGON UOG SA

DARR KELLER CA NASTY GUAED



Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guåhan

850 Governor Carlos G. Camacho Road
Tamuning, Guam 96911
P: (671)647-2104/2367 F: (671) 649-0145



PRESS RELEASE

FOR IMMEDIATE RELEASE

February 20, 2014

BOARD OF TRUSTEES MEETING

In accordance with Public Law 24-109, relative to notice of meetings, and in addition to the published notice in the Pacific Daily News today, this serves as five (5) working days public notice for the regular meeting of the GMHA Board of Trustees.

Date: Thursday, February 27, 2014
Time: 6:00 p.m.
Place: GMHA – Daniel L. Webb Conference Room
1st Floor, “C” Wing

Individuals requiring special accommodations, auxiliary aids, or services may contact Toni Villavicencio, EEO Officer/ADA Coordinator at 647-2218/2418.

###

GMHA
 Summary of Debt Financing Status after Proposed Payments
 February 24, 2014 Update

Funds Available	
Bond Financing	\$25,000,000
BOG Principal	-\$10,522,226
BOG Interest	-\$1,874
BOG Legal Costs	-\$14,500
Sub-Total from Financing	<u>\$14,461,400</u>
Checks Processed for Perry Point Pending EFT	-\$3,750,559
Balance Available for Vendor Payments	<u><u>\$10,710,841</u></u>
Vendor Payments Made Through 2/24/2014	\$9,014,919
Pending Payments:	
Cerner before Meaningful Use	\$500,000
Trustaff	\$1,300,000
House Physicians	\$375,000
Pending Payment Sub-Total	<u>\$2,175,000</u>
Total Planned Payments	\$11,189,919
Funds Available	<u><u>-\$479,078</u></u>

Recommendation: Pay Trustaff in two installments.

GMHA
 Summary of Hay Program Costs
 February 12 and 24 (Retro Analysis)

	<u>Supplemental Comp per Finance</u>	<u>Retirement Fund Match</u>	<u>Finance Total</u>	<u>Supplemental Comp per HR (before Retirement)</u>
Nurses	\$17,838	\$4,855	\$22,693	\$43,603
Non-Nurses	\$32,926	\$10,104	\$43,030	\$32,926
Total	<u>\$50,764</u>	<u>\$14,959</u>	<u>\$65,723</u>	<u>\$76,529</u>

GMHA
Comparative Balance Sheet

	DECEMBER 2013	JANUARY 2014	CHANGE
CURRENT ASSETS			
Cash - Operations	\$3,846,996	\$3,164,136	-\$682,860
Patient Accts Receivable-Current	\$124,451,624	\$127,621,907	\$3,170,283
Patient Accts Receivable-Reserved Receivables	\$113,152,616	\$113,001,413	-\$151,203
Suspense Accounts	\$417,209	\$414,506	-\$2,703
Less: Reserve for Cont Allow	-\$1,160,100	-\$2,045,392	-\$885,291
Less: Reserve for Bad Debts	-\$104,803,377	-\$107,428,214	-\$2,624,837
Due from GovGuam	-\$113,713,601	-\$113,713,601	
Other Receivables	\$13,489	\$13,489	
Inventories	-\$3,399	-\$3,399	-\$3,399
Prepaid Expenses	\$3,272,482	\$3,255,245	-\$17,237
	\$93,659	\$99,140	\$5,481
Total Current Assets	\$25,570,997	\$24,379,230	-\$1,191,766
Property, Plant and Equipment	\$40,258,633	\$40,039,637	-\$218,996
Total Assets	\$65,829,630	\$64,418,868	-\$1,410,762
LIABILITIES & FUND BALANCE			
CURRENT LIABILITIES			
Current Portion of Long Term Debt	\$10,613,835	\$10,567,524	-\$46,310
Deferred Revenue			
Accounts Payable, Trade	\$24,765,899	\$23,998,383	-\$767,516
Accounts Payable, Government	\$3,979,235	\$3,502,218	-\$477,017
Other Accrued Liabilities	\$1,500,000	\$1,490,000	-\$10,000
Accrued Payroll & Benefits	\$4,177,043	\$3,199,259	-\$977,785
Current Portion Accrued AL & SL	\$3,866,833	\$3,917,819	\$50,986
Total Current Liabilities	\$48,902,845	\$46,675,203	-\$2,227,642
Deferred Retire Fund Contribution			
Accrued AL & SL- Non Current	\$3,293,969	\$3,337,401	\$43,433
Total Long-Term Liabilites	\$3,293,969	\$3,337,401	\$43,433
Fund Balance	\$13,632,816	\$14,406,263	\$773,447
Total Unrestricted Funds	\$65,829,630	\$64,418,868	-\$1,410,762

GMHA
Comparative Income Statement - December 2013 and January 2014

	December	January	CHANGE	TOTAL YTD
STATEMENT OF REV AND EXP				
Gross Patient Revenues	\$12,199,222	\$12,095,564	-\$103,658	\$48,460,488
Contractual Adjustments	-\$4,016,888	-\$4,299,410	-\$282,522	-\$16,752,976
Bad Debts Expense	-\$2,022,724	-\$1,857,103	\$165,621	-\$7,647,947
NET PATIENT REVENUES	\$6,159,610	\$5,939,051	-\$220,559	\$24,059,565
PATIENT DAYS-Acute	4,122	4,197	75	12,799
PATIENT DAYS-SNU	712	625	(87)	2,836
Other Operating Revenue				
Food Sales, Cafeteria	\$30,703	\$38,493	\$7,790	\$132,621
Other	\$7,895	\$24,697	\$16,802	\$63,301
Total Other Oper Revenues	\$38,598	\$63,190	\$24,592	\$195,922
TOTAL REVENUES	\$6,198,208	\$6,002,241	-\$195,967	\$24,255,487
OPERATING EXPENSES:				
Salaries	\$4,744,492	\$5,158,026	\$413,534	\$19,381,650
Fringe Benefits	\$1,424,921	\$1,553,180	\$128,259	\$5,790,053
Travel & Mileage Reimbursement	\$971	\$498	-\$473	\$5,984
Training		\$160	\$160	\$1,455
Contractual Services	\$716,256	\$621,770	-\$94,486	\$2,399,820
Supplies & Materials	\$1,079,257	\$899,451	-\$179,806	\$3,835,342
Minor Equipment	\$28,937	\$6,280	-\$22,657	\$172,771
Miscellaneous	\$31,037	\$27,827	-\$3,210	\$89,660
Utilities	\$267,503	\$326,056	\$58,553	\$1,227,732
TOTAL OPERATING EXPENSES	\$8,293,374	\$8,593,248	\$299,874	\$32,904,467
OTHER EXPENSES:				
Interest Expense	\$136,360	\$128,589	-\$7,771	\$490,934
Sick & Annual Leave Exp	-\$146,312	\$178,934	\$325,246	\$161,465
Retiree Health Cost				
Depreciation Expense	\$368,605	\$364,774	-\$3,831	\$1,460,608
Gain/Loss on Disposal				
Bioterrorism Expenses	\$3,834	\$30,065	\$26,231	\$128,970
FEMA/DOI CIP Expenses				
Compact Impact Expenses	-\$36,875		\$36,875	\$21,499
GO Bond PL 29-19 Expenses	\$14,196	\$69,953	\$55,757	\$275,719
Expired/Surveyed Supplies				
Inventory Adjustment	\$110,886	\$53,388	-\$57,498	\$159,713
TOTAL OTHER EXPENSES	\$450,694	\$625,703	\$375,009	\$2,698,908
TOTAL EXPENSES	\$8,744,068	\$9,418,951	\$674,883	\$35,603,375
REVENUES OVER EXPENSES	-\$2,545,860	-\$3,416,710	-\$870,850	-\$11,347,888
NON-OPERATING REVENUES				
GOVGUAM SUBSIDY	\$1,393,434	\$493,286	-\$900,148	\$5,983,625
Trans GovGuam-Ret Health				
FEMA/DOI CIP Revenues				
GovGuam Reimbursement				
GO Bond Revenue		\$406,698	\$406,698	\$1,316,983
Compact Impact	\$2,500,000	\$3,273,071	\$773,071	\$5,789,318
Bioterrorism Grant		\$17,108	\$17,108	\$17,108
Misc Revenue NPO Write				
Contributions	\$154,666		-\$154,666	\$205,791
TOTAL NON-OPERATING REVE	\$4,048,100	\$4,190,163	\$142,063	\$13,312,825
PROFIT(+)/LOSS (-)	\$1,502,240	\$773,453	-\$728,787	\$1,964,937

GMHA
ADMISSION DATA - FISCAL 2014
THROUGH JANUARY 2014

	OCT	NOV	DEC	JAN	TOTAL
TOTAL NUMBER OF ADMISSIONS					
EMERGENCY ROOM	4,003	3,957	3,885	3,653	15,498
INPATIENT	2,515	2,458	2,360	2,283	9,616
ACUTE	1,053	1,034	949	975	4,011
SNU	22	18	15	13	68
OUTPATIENT	413	432	561	382	1,788
TOTAL NUMBER PATIENTS ADMITTED THRU EMERGENCY ROOM	431	373	367	384	1,555
TOTAL NUMBER OF DISCHARGES					
EMERGENCY ROOM	3,987	3,964	3,849	3,642	15,442
INPATIENT	2,524	2,457	2,328	2,292	9,601
ACUTE	1,020	1,062	952	962	3,996
SNU	16	19	16	17	68
OUTPATIENT	427	426	553	371	1,777

- Outpatient represents Ancillary, 23 Hour Observation, and Ambulatory Surgery.

GMHA
 MEDICAL RECORD DEFICIENCIES
 AS OF FRIDAY, 2/21/2014

<u>Encounter Count</u>	<u>Sum of Charges</u>	<u>Encounter Count</u>	<u>Sum of Charges</u>	<u>Encounter Count</u>	<u>Sum of Charges</u>
665	\$5,352,686	924	\$13,415,432	1,589	\$18,768,118
<u>Under 28</u>		<u>29 and Above</u>		<u>Total</u>	
1,668		1,981		3,649	

DEFICIENCIES
29 and Above

PHYSICIAN
 GMHA - All MDs

Grand Total
 3,649

Average Days to Release

Claim

GMHA
 Calculation of Average Days to Release Claims to Insurers
 (July 1, 2013 to January 17, 2014)

Financial Group	Count of Encounters				Average of Days to Bill				Average Days - All
	Emergency	In-Patient	Out-Patient	Emergency	In-Patient	Out-Patient	Total Count		
COMMERCIAL	266	155	55	73	111	113	476	90	
GOV	42	8	259	29	55	25	309	26	
HMO INS	1,505	1,058	432	32	34	41	2,995	34	
MEDICAID	2,769	1,082	495	54	77	62	4,346	61	
MEDICARE	2,065	1,321	452	54	59	59	3,838	56	
MILITARY	35	29	41	81	189	82	105	111	
MIP	973	385	146	37	63	43	1,504	44	
OTHER	8	9	28	39	103	28	45	45	
SELF	1,109	698	261	29	33	88	2,068	38	
WORKERS	57	10	27	46	125	128	94	78	
Grand Total	8,829	4,755	2,196	46	57	57	15,780	51	

GMHA
JANUARY AND YTD JANUARY 2014
PATIENT DAYS BY CLINICAL DEPARTMENT

<u>CLINICAL DEPARTMENT</u>	<u>TOTALS</u>	<u>SELPAY</u>	<u>HMO</u>	<u>MIP</u>	<u>MEDICARE</u>	<u>MEDICAID</u>	<u>ALL OTHERS</u>
<u>GMHA ACUTE</u>							
<u>JANUARY PAT DAYS</u>							
INTENSIVE CARE	227	39	51	14	62	60	1
INTERMEDIATE CAR	0	0	0	0	0	0	0
INTERMEDIATE NUR	248	145	28	0	0	40	35
LABOR ROOM	64	12	11	13	0	28	0
MEDICAL SURGICAL	1,022	173	129	106	394	182	38
NURSERY INTENSIV	18	1	0	0	0	16	1
OB/MATERNITY	491	178	127	77	0	106	3
PEDIATRICS INTEN	15	8	1	0	0	6	0
PEDIATRICS WARD	270	71	23	9	0	167	0
PROGRESSIVE CARE	166	11	48	7	55	44	1
REGULAR NURSERY	121	91	26	0	0	3	1
SURGICAL WARD	919	127	235	79	251	199	28
TELEMETRY WARD	636	41	208	48	226	101	12
TOTAL PATIENT DAYS - JANUARY	4,197	897	887	353	988	952	120

<u>YR-TO-DATE PAT DAYS</u>	<u>TOTALS</u>	<u>SELPAY</u>	<u>HMO</u>	<u>MIP</u>	<u>MEDICARE</u>	<u>MEDICAID</u>	<u>ALL OTHERS</u>
INTENSIVE CARE	893	132	173	102	252	199	35
INTERMEDIATE CAR	0	0	0	0	0	0	0
INTERMEDIATE NUR	1,112	691	160	0	0	214	47
LABOR ROOM	228	47	63	33	2	83	0
MEDICAL WARD	0	0	0	0	0	0	0
NURSERY INTENSIV	184	127	16	0	0	40	1
OB/MATERNITY	2,117	712	533	317	4	517	34
PEDIATRICS INTEN	93	17	5	4	0	66	1
PEDIATRICS WARD	1,255	260	178	37	0	775	5
PROGRESSIVE CARE	689	82	186	41	220	159	1
REGULAR NURSERY	523	327	100	6	0	85	5
SURGICAL WARD	3,502	457	1,083	214	942	730	76
TELEMETRY WARD	2,530	183	857	184	837	416	53
YTD JANUARY PATIENT DAYS	16,996	3,691	4,194	1,284	3,578	3,905	344

TOTAL DISCHARGES - JANUARY	962	264	273	92	116	203	14
YTD JANUARY DISCHARGES	3,996	1,042	1,112	359	483	927	73

AVE LOS (MACRO CALC)	4.25	3.54	3.77	3.58	7.41	4.21	4.71
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DISCHARGES NET OF OB	2,284	395	690	140	481	529	49
AVE LOS NET OF OB (MACRO)	6.51	7.54	5.31	6.91	7.43	6.40	6.33

SNU - BARRIGADA HEIGHTS

<u>JANUARY PAT DAYS</u>	<u>TOTALS</u>	<u>SELPAY</u>	<u>HMO</u>	<u>MIP</u>	<u>MEDICARE</u>	<u>MEDICAID</u>	<u>ALL OTHERS</u>
INTERMEDIATE CAR	57	0	11	31	0	15	0
SKILLED NURSING	568	113	92	17	213	126	7
TOTALS	625	113	103	48	213	141	7

YR-TO-DATE PAT DAYS

INTERMEDIATE CAR	368	82	15	66	62	143	0
SKILLED NURSING	2,468	301	357	65	1,050	631	64
TOTALS	2,836	383	372	131	1,112	774	64

GMHA

AGED ACCOUNTS RECEIVABLES

AS OF 1/31/2014

	AGE 0-0030	AGE 31-0060	AGE 61-0090	AGE 91-0120	AGE 121-0150	AGE 151-0180	AGE 181-9999	01/31/2014 TOTAL
GMHA								
PATIENT RECEIVABLES								
GOVERNMENT:								
MEDICAID	\$3,144,191	\$2,773,794	\$3,450,672	\$1,993,071	\$953,360	\$872,390	\$3,955,033	\$17,142,573
MIP	\$1,160,138	\$1,178,648	\$914,356	\$600,755	\$244,299	\$293,998	\$2,267,689	\$6,659,853
MEDICARE	\$3,005,540	\$2,574,273	\$1,241,461	\$784,560	\$546,013	\$613,140	\$7,088,654	\$15,853,641
GOVGUAM DEPTS	\$90,724	\$65,574	\$12,908	\$14,496	\$9,583	\$15,026	\$1,347,861	\$1,556,173
OTHER GOV (CNMI, etc)	\$0	\$0	\$0	\$0	\$0	\$0	\$1,692,291	\$1,692,291
GOVERNMENT TOTAL	\$7,400,593	\$6,592,288	\$5,619,397	\$3,392,882	\$1,753,255	\$1,794,555	\$16,351,527	\$42,904,497
HEALTH INSURANCE:								
CALVO'S SELECTCARE	\$1,715,646	\$1,560,340	\$617,375	\$218,495	\$141,369	\$82,615	\$314,490	\$4,650,329
TAKECARE	\$717,858	\$858,385	\$555,926	\$199,239	\$107,894	\$63,097	\$981,911	\$3,484,303
STAYWELL	\$284,957	\$285,901	\$50,145	\$24,600	\$43,449	\$43,490	\$1,171,402	\$1,903,944
NETCARE	\$67,869	\$142,224	\$79,133	\$97,440	\$34,169	\$14,121	\$213,557	\$648,512
BLUECROSS/CHAMPUS	\$274,573	\$83,101	\$40,560	\$13,901	\$24,141	\$6,845	\$1,703,545	\$2,146,663
COMMERCIAL	\$156,391	\$291,586	\$154,516	\$59,464	\$75,754	\$145,418	\$3,755,552	\$4,638,681
COMMERCIAL TOTAL	\$3,217,293	\$3,221,536	\$1,497,655	\$613,139	\$426,775	\$355,585	\$8,140,457	\$17,472,441
SELF PAY:								
CURRENT A/R	\$1,457,585	\$1,359,488	\$1,687,427	\$1,286,698	\$1,182,809	\$1,217,475	\$48,719,485	\$56,910,967
Freely Associated States	\$902,484	\$422,054	\$405,714	\$491,718	\$378,977	\$341,056	\$7,387,200	\$10,329,201
REV & TAXATION (Garnishment)							\$70,432,997	\$70,432,997
COLL AGENCIES Referrals							\$42,568,416	\$42,568,416
SELF PAY TOTAL	\$2,360,068	\$1,781,541	\$2,093,141	\$1,778,416	\$1,561,787	\$1,558,532	\$169,108,098	\$180,241,563
TOTAL RECEIVABLES	\$12,977,954	\$11,595,366	\$9,210,193	\$5,784,437	\$3,741,816	\$3,708,672	\$193,600,082	\$240,618,520

GMHA
Claims Data for YTD December 2013

INDICATORS	OCT	NOV	DEC	TOTAL
1. Amount billed/Number of accounts				YTD
Medicare	\$2,105,899	\$1,648,375	\$1,729,520	\$5,483,795
Secondary	1474 \$760 1	979 \$24,225 5	1122 \$12,911 3	3,575 \$37,896 9
Medicald	\$2,464,352	\$1,212,559	\$2,703,935	\$6,380,846
Secondary	1007 \$22,772 96	908 \$10,322 72	1135 \$5,394 3	3050 \$38,489 171
Medically Indigent Program	\$1,531,357	\$811,227	\$512,010	\$2,854,593
Secondary	663 \$96,020 43	202 \$755 13	263	1,128 \$96,776 56
NetCare	\$121,261	\$224,019	\$133,479	\$478,759
SECONDARY	40 \$128 3	37 \$237 3	40 \$1,070 1	117 \$1,435 7
SelectCare	\$1,314,243	\$1,204,258	\$1,603,877	\$4,122,377
SECONDARY	365 \$20,366 45	336 \$14,938 43	455 \$74,949 20	1,156 \$110,263 108
Staywell	\$347,690	\$275,167	\$285,490	\$908,347
SECONDARY	120 \$113 1	98 \$1,966 3	118 \$144,940 12	336 \$147,020 16
TakeCare	\$773,802	\$627,585	\$691,185	\$2,092,373
SECONDARY	236 \$18,463 89	193 \$42,477 60	237 \$3,759 3	666 \$64,699 152
Commercial	\$108,091	\$125,494	\$174,590	\$408,175
SECONDARY	120 \$2,208 21	90 \$1,806 8	145 \$2,666 15	355 \$6,680 44
Government of Guam	\$19,061	\$30,254	\$20,230	\$69,546
Miscellaneous (A) Primary	51 \$53,316 91	49 \$105,808 77	71 \$84,888 64	171 \$244,012 232
Secondary	\$6,442 12		\$9,221 12	\$15,663 24
Self-Pay	\$2,023,376	\$1,966,900	\$1,955,526	\$5,945,802
	954	860	773	2,587
Total Amount Billed Primary Pay	\$ 10,862,247.74	\$ 8,231,645.85	\$ 9,894,731.43	\$ 28,988,625.02
Total number of accounts	5,121	3,829	4,423	13,373
Total Amount Billed Secondary	\$ 167,272.77	\$ 96,726.82	\$ 254,910.69	\$ 518,910.28
Total number of accounts	311	207	69	587
Total Gross Billing	\$ 11,029,520.51	\$ 8,328,372.67	\$ 10,149,642.12	\$ 29,507,535.30
Gross Number of accounts	5,432	4,036	4,492	13,960
4. Total Final Billed	\$ 12,705,534.91	\$ 12,976,144.81	\$ 11,753,075.65	\$ 37,434,755.37

FISHER & ASSOCIATES
ATTORNEYS AT LAW

27 February 2014

VIA HAND DELIVERY

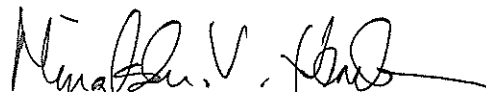
Board of Trustees
Guam Memorial Hospital Authority
850 Gov. Carlos G. Camacho Rd.
Tamuning, GU 96913

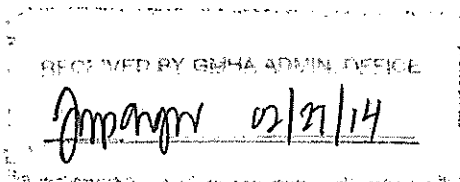
Re: Request for Executive Session

Dear GMHA Board of Trustees:

Pursuant to Title 5 Guam Code Annotated, Chapter 8 Open Government Law, Section 8111(c)(1) and (2), this letter serves as written recommendation from the law firm of Fisher & Associates, as counsel for GMHA, that the Board hold an executive session to discuss matters related to ongoing litigation.

Sincerely,


Minakshi V. Hemlani, Esq.





Guam Memorial Hospital Authority
 Aturidåt Espetåt Mimuriåt Guahån
 850 Gov. Carlos G. Camacho Road
 Tamuning, GU 96913



BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14- 19

Relative to the Reappointment of Active Medical Staff Privileges for:

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Arania Adolphson, MD	Family Practice	Family Practice	January 31, 2016
Russel Aubin, DO	Anesthesia	Anesthesiology	January 31, 2016
Mohamad Alsabban, MD	Surgery	Pathology	January 31, 2016
Teresa D. Borja, DPM	Surgery	Podiatry	January 31, 2016
Yolanda Carrera, MD	Pediatrics	Pediatrics	January 31, 2016

WHEREAS, the above listed practitioner met the basic requirements for Active Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee on January 29, 2014 and the Joint Conference and Professional Affairs Committee on February 13, 2014 recommended approval of Active Medical Staff Membership reappointment for the above listed practitioner; and

WHEREAS, all reappointments to Active Medical Staff Membership require Board approval; now, therefore be it

RESOLVED, that the Board of Trustees approves this recommendation to reappoint the above named practitioners to Active Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioner listed above and all Hospital and Medical Departments of these reappointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:

Lee P. Webber
 Chairman, Board of Trustees

Attested by:

Edna Y. Santos, M.D.
 Secretary, Board of Trustees



Guam Memorial Hospital Authority
 Aturidåt Espetåt Mimuriåt Guahån
 850 Gov. Carlos G. Camacho Road
 Tamuning, GU 96913



BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14- 20

Relative to the Reappointment of Active Medical Staff Privileges for:

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Aftab Chaudhry, MD	Medicine	Hema/Oncology	January 31, 2016
Aurelio Espinola, MD	Surgery	Forensic Pathology	January 31, 2016
Jeffrey Gabel, DO	OB/GYN	OB/GYN	January 31, 2016
Steven Hayashida, MD	Surgery	Neurosurgery	January 31, 2016

WHEREAS, the above listed practitioner met the basic requirements for Active Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee on January 29, 2014 and the Joint Conference and Professional Affairs Committee on February 13, 2014 recommended approval of Active Medical Staff Membership reappointment for the above listed practitioner; and

WHEREAS, all reappointments to Active Medical Staff Membership require Board approval; now, therefore be it

RESOLVED, that the Board of Trustees approves this recommendation to reappoint the above named practitioners to Active Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioner listed above and all Hospital and Medical Departments of these reappointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:

Lee P. Webber
 Chairman, Board of Trustees

Attested by:

Edna V. Santos, M.D.
 Secretary, Board of Trustees



Guam Memorial Hospital Authority
 Aturidåt Espetåt Mimuriåt Guahån
 850 Gov. Carlos G. Camacho Road
 Tamuning, GU 96913



BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14- 21

Relative to the Reappointment of Active Medical Staff Privileges for:

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Larry Hazen, DPM	Surgery	Podiatry	January 31, 2016
Florencio Lizama, MD	Medicine	Internal Medicine	January 31, 2016

WHEREAS, the above listed practitioner met the basic requirements for Active Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee on January 29, 2014 and the Joint Conference and Professional Affairs Committee on February 13, 2014 recommended approval of Active Medical Staff Membership reappointment for the above listed practitioner; and

WHEREAS, all reappointments to Active Medical Staff Membership require Board approval; now, therefore be it

RESOLVED, that the Board of Trustees approves this recommendation to reappoint the above named practitioners to Active Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioner listed above and all Hospital and Medical Departments of these reappointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:

Lee P. Webber
 Chairman, Board of Trustees

Attested by:

Edna V. Santos, M.D.
 Secretary, Board of Trustees



Guam Memorial Hospital Authority
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BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14- 22

Relative to the reappointment of Active Medical Staff Privileges for:

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
David Mudd, MD.	Radiology	Radiology	January 31, 2016
Donald Preston, MD.	Medicine	Internal Medicine	January 31, 2016
Keiko Tochikura, MD.	Family Practice	Family Practice	January 31, 2016
Ben Numpang, MD.	Pediatrics	Neonatology	January 31, 2016

WHEREAS, the above listed practitioner met the basic requirements for Active Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee on January 29, 2014 and the Joint Conference and Professional Affairs Committee on February 13, 2014 recommended approval of Active Medical Staff Membership reappointment for the above listed practitioner; and

WHEREAS, all reappointments to Active Medical Staff Membership require Board approval; now, therefore be it

RESOLVED, that the Board of Trustees approves this recommendation to reappoint the above named practitioners to Active Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioner listed above and all Hospital and Medical Departments of these reappointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:

Lee P. Webber
 Chairman, Board of Trustees

Attested by:

Edna X. Santos, M.D.
 Secretary, Board of Trustees



Guam Memorial Hospital Authority
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BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14- 23

Relative to the Appointment of Provisional Medical Staff Privileges for:

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Jukes Namm, MD	Surgery	Surgical Oncology	January 31, 2015

WHEREAS, the above listed practitioners met the basic requirements for Provisional Medical Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.3; and

WHEREAS, the Medical Executive Committee on January 29, 2014 and the Joint Conference and Professional Affairs Committee on February 13, 2014 recommended approval of Provisional Medical Staff Membership reappointment for the above listed practitioners; and

WHEREAS, all appointments to Provisional Medical Staff Membership require Board approval; now, therefore be it

RESOLVED, that the Board of Trustees approves this recommendation to appoint the above named practitioners to Provisional Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioner listed above and all Hospital and Medical Departments of these appointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:

Lee P. Webber
 Chairman, Board of Trustees

Attested by:

Edna V. Santos, M.D.
 Secretary, Board of Trustees



Guam Memorial Hospital Authority
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BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14- 24

Relative to the Appointment of Allied Health Provisional Staff Privileges for:

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Teresa Anderson, CNM	OB/GYN	Cert. Nurse Midwife	January 31, 2015

WHEREAS, the above listed practitioners met the basic requirements for Allied Health Provisional membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article VII, Section 7.1; and

WHEREAS, the Medical Executive Committee on January 29, 2014 and the Joint Conference and Professional Affairs Committee on February 13, 2014 recommended approval of Provisional Medical Staff Membership appointment for the above listed practitioners; and

WHEREAS, all appointments to Allied Health Provisional Staff Membership require Board approval; now, therefore be it

RESOLVED, that the Board of Trustees approves this recommendation to appoint the above named practitioners to Allied Health Provisional Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioner listed above and all Hospital and Medical Departments of these appointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

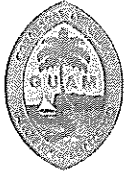
DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:

Lee P. Webber
 Chairman, Board of Trustees

Attested by:

Edna V. Santos, M.D.
 Secretary, Board of Trustees



Guam Memorial Hospital Authority
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Tamuning, GU 96913



BOARD OF TRUSTEES
OFFICIAL RESOLUTION
No. 14-25

Relative to the amendment of Board Resolution No. 13-45
(Relative to the Ratification of Recruiting Services and Employment Contracts)

WHEREAS, the Guam Memorial Hospital Authority (“the Hospital”) is a public corporation and autonomous instrumentality of the Government of Guam; and

WHEREAS, in its efforts to recruit qualified staff for critically needed positions not available locally, the Hospital advertises in professional medical print media, internet sites, and solicits professional recruiter services who specialize in location and placement of hospital personnel; and

WHEREAS, on February 28, 2013, the Board of Trustees approved Resolution No. 13-45 (Relative to the Ratification of Recruiting Service and Employment Contracts) which consented the use of services of three (3) medical recruiter firms, namely: Practice Sight, Inc., National Medical Search Group, and Global Medical Staffing; and

WHEREAS, the three said firms were successful in obtaining the services of a pathologist, neonatologist, and locum tenens anesthesiologist for the Hospital; and

WHEREAS, the Human Resources Subcommittee recommends the use of recruiter firms to obtain qualified individuals to fill critically needed positions; and

WHEREAS, the Hospital is in need of critical professionals to meet its mission to provide quality patient care in a safe environment; now, therefore be it

RESOLVED, that the Board of Trustees hereby amends Resolution No. 13-45 and approves the expansion of services from the three said firms to include recruitment of: internists, surgeons, emergency medicine physicians, and other specialties and positions as needed; and, be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:

Lee P. Webber
Chairman, Board of Trustees

Attested by:

Edna V. Santos, M.D.
Secretary, Board of Trustees



Guam Memorial Hospital Authority
 Aturidåt Espetåt Mimuriåt Guahån

850 Gov. Carlos G. Camacho Road
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BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14-26

“RELATIVE TO THE REMUNERATION OF INTERNAL MEDICINE CLINICAL PROVIDERS”

WHEREAS, the Guam Memorial Hospital Authority (“Hospital”) is a component unit of the Government of Guam whose sole responsibility is to provide and deliver quality health care to the people of Guam notwithstanding one’s financial ability; and

WHEREAS, the Hospital employs and contracts with internal medicine physicians as hospitalists to staff the medical units to provide services to patients; and

WHEREAS, the Hospital’s hourly rate paid to internists has not been changed since August 2009; and

WHEREAS, the Internal Medicine Department is experiencing difficulty recruiting and retaining physicians in the specialty of Internal Medicine as hospitalists to ensure the provision of care; and

WHEREAS, the Hospital will offer two options for the internists to “affiliate” with the Hospital including: A) Employment with Guam Memorial Hospital Authority with the employed physician eligible for benefits; or, B) A contractual relationship whereby the physician is not eligible for Guam Memorial Hospital Authority employee benefits; and,

WHEREAS, the Human Resources Subcommittee recommends the pay for internists to be adjusted to be more competitive to recruit and retain qualified physicians in this specialty; now, therefore be it

RESOLVED, the Board of Trustees hereby authorizes the Hospital to amend the hourly wage paid to internists effective February 23, 2014; and, be it further

RESOLVED, the Hospital will offer different hourly compensation to internists depending on their affiliation (employment or contract) at the following rates:

Employment Status	Current	Adjustment
Full-time	\$75 per hour plus benefits	\$90.00 per hour plus benefits
Part-time		\$100 per hour without benefits

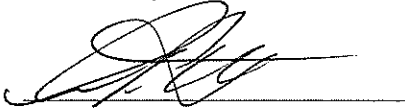
and, be it further

RESOLVED, that the Board of Trustees authorizes the administrator/CEO to enter into agreements with qualified physicians for this purpose; and, be it further

RESOLVED, that the Chairperson certify to and the Board of Trustees Secretary attest the adoption hereof and that copies of the same be transmitted to the Honorable Judith T. Won Pat, Speaker of *I Mīna' Trentai Dos na Liheslaturan Guåhan*.

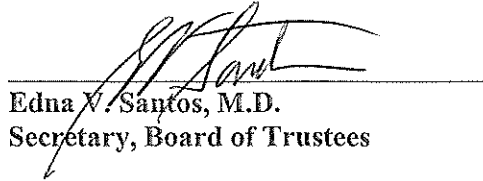
DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:



Lee P. Webber
Chairman, Board of Trustees

Attested by:



Edna V. Santos, M.D.
Secretary, Board of Trustees



Guam Memorial Hospital Authority
Aturidåt Espetåt Mimuriåt Guahån
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BOARD OF TRUSTEES
OFFICIAL RESOLUTION
No. 14-27

**“Relative to entering into agreement with Healthcare Resource Group
for recruitment of a Billing and Coding Specialists”**

WHEREAS, the Guam Memorial Hospital Authority (“the Hospital”) is a public corporation and an autonomous instrumentality of the Government of Guam; and

WHEREAS, Hospital leadership recognizes the need for staffing support from qualified individuals who are competent in billing and coding functions for hospital and physician in-patient and out-patient procedures; and

WHEREAS, the Hospital’s current processes for: 1) Coding encounters and services; 2) Verifying claim data; and, 3) Processing paperwork delays the submission of claims and subsequent reimbursement; and

WHEREAS, the Hospital is in the process of streamlining and accelerating the submission of claims; and

WHEREAS, the Hospital does not have certified coders who assign diagnoses to clinical encounters or CPT (Current Procedural Technology) codes to physician vouchers; and

WHEREAS, the healthcare industry has adopted ICD 10 cm as methodology for assigning diagnoses to clinical services with the expectation that all healthcare providers and insurers will adopt the new methodology on October 1, 2014; and

WHEREAS, the Hospital has not educated coders, clinical providers and clinical staff about ICD 10 cm and its increase in diagnoses from approximately 16,000 to 64,000 diagnoses; and,

WHEREAS, an interim staffing solution is needed to obtain an experienced, certified Coder and an experienced Medical Billing Specialist who will provide oversight and complete job duties (coding or claim submission); and

WHEREAS, the Hospital must contract with an outside agency to provide interim services until such time as the successful respondent to the coding and billing request for proposal (RFP) assumes responsibility for the Hospital’s coding and billing services; and

WHEREAS, Healthcare Resource Group is a staffing agency that provides coding and medical billing services through contracted employees; and

WHEREAS, the Human Resources Subcommittee supports and recommends the Hospital contract with Healthcare Resource Group to obtain qualified individuals to fill these critically needed positions for an interim period; now, therefore be it

RESOLVED, that the Board of Trustees hereby approves that the Hospital enter into an agreement with Healthcare Resource Group to obtain qualified individuals to fill the positions of Certified Coder and Medical Billing Specialist; and, be it further

RESOLVED, that the agreement shall stipulate the length of the engagement and the performance expectations; and, be it further

RESOLVED, that his interim contract is entered into based on the availability of funds; and, be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:



Lee P. Webber
Chairman, Board of Trustees

Attested by:



Edna V. Santos, M.D.
Secretary, Board of Trustees



Guam Memorial Hospital Authority
 Aturidåt Espetåt Mimuriåt Guahån
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BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14- 28

Relative to the Reappointment of Active Medical Staff Privileges contingent upon completion of incomplete medical records within 48 hours of his next arrival to Guam for:

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Tedd Groshong, DO	Emergency Med.	Emergency Med.	January 31, 2016

WHEREAS, the above listed practitioner met the basic requirements for Active Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee on January 29, 2014 and the Joint Conference and Professional Affairs Committee on February 13, 2014 recommended approval of Active Medical Staff Membership reappointment for the above listed practitioner; and

WHEREAS, all reappointments to Active Medical Staff Membership require Board approval; now, therefore be it

RESOLVED, that the Board of Trustees approves this recommendation to reappoint the above named practitioners to Active Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioner listed above and all Hospital and Medical Departments of these reappointments; and be it further

RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:

Lee P. Webber
 Chairman, Board of Trustees

Attested by:

Edna V. Santos, M.D.
 Secretary, Board of Trustees



Guam Memorial Hospital Authority
 Aturidåt Espetåt Mimuriåt Guahån
 850 Gov. Carlos G. Camacho Road
 Tamuning, GU 96913



BOARD OF TRUSTEES
 OFFICIAL RESOLUTION
 No. 14- 29

Relative to the Reappointment of Active Medical Staff Privileges Contingent upon completion of incomplete medical records within 48 hours of his next arrival to Guam for:

<u>Practitioner</u>	<u>Department</u>	<u>Specialty</u>	<u>Expiration Date</u>
Robert Michaud, MD	Emergency Med.	Emergency Med.	January 31, 2016

WHEREAS, the above listed practitioner met the basic requirements for Active Medical Staff Membership as determined by the appropriate Medical Staff Departments and Committees pursuant to the GMHA Medical Staff Bylaws, Article IV, Section 4.2; and

WHEREAS, the Medical Executive Committee on January 29, 2014 and the Joint Conference and Professional Affairs Committee on February 13, 2014 recommended approval of Active Medical Staff Membership reappointment for the above listed practitioner; and

WHEREAS, all reappointments to Active Medical Staff Membership require Board approval; now, therefore be it

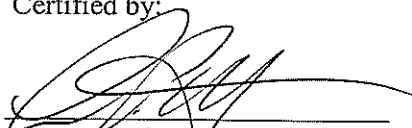
RESOLVED, that the Board of Trustees approves this recommendation to reappoint the above named practitioners to Active Medical Staff as recommended; and, be it further

RESOLVED, that the Board of Trustees directs the Hospital Administrator to duly notify the practitioner listed above and all Hospital and Medical Departments of these reappointments; and be it further


RESOLVED, that the Board of Trustees Chairperson certifies and the Board of Trustees Secretary attests to the adoption of this Resolution.

DULY AND REGULARLY ADOPTED ON THIS 27th DAY OF FEBRUARY 2014.

Certified by:


 Lee P. Webber
 Chairman, Board of Trustees

Attested by:


 Edna V. Santos, M.D.
 Secretary, Board of Trustees