



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

MEMORANDUM

To: Mayor Hunter and Assembly Members
From: Keith Brady, Municipal Administrator
Cc: Jay Sweeney, CFAO
Date: 12-7-17
Subject: Appointments to Sitka Community Hospital Board

Executive Summary

Michael Scarcelli has recently sent in a letter of resignation as the appointed CBS staff ex officio member to the SCH Board. To fill the position, and make sure that we are adhering to Sitka General Code, I am appointing Jay Sweeney as the ex officio member to the SCH board and Keith Brady as the alternate.

Recommendation

Approve appointment of Jay Sweeney as the CBS staff ex officio member to the SCH board and Keith Brady as the alternate.

Fiscal Note

\$0

Details

Sitka General Code:

2.12.010 City and borough of Sitka hospital board.

There shall be a board known as the city and borough of Sitka hospital board which shall consist of five voting members none of whom will be employees of Sitka Community Hospital:

A. The city and borough of Sitka municipal administrator will appoint a nonvoting, ex officio member of the CBS senior staff as well as an alternate. This position will be approved by the assembly. This person will not hold any board office, such as chair or secretary. This term will not expire.



Application for Appointment to Boards, Committees, and Commissions City and Borough of Sitka

Board/Commission/Committee: SCN Hospital Board (CBS Staff Liaison)
Name: John P (Jay) Sweeney Daytime Phone: 747-1808
Address: 500 CHARTERIS Evening Phone: _____
Email Address: JAY.Sweeney@City of Sitka Fax Number: _____
Length of Residence in Sitka: 19 1/2 years Registered to vote in Sitka? ☒ Yes ☐ No
Employer: CITY AND Borough of Sitka
Organizations you belong to or participate in: ROTARY
ISLAND ARTISTS GALLERY

Explain your main reason for applying: Applying AT The request of The CBS
ADMINISTRATOR

What background, experience or credentials will you bring to the board, commission, or committee membership?

Prior Member of SCN BOARD, approximately 1999-2005, CHAIRMAN 2004.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of \$1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 5 Dec 17 Signature: John P Sweeney

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ☐ Yes ☐ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street
Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org



Application for Appointment to Boards, Committees, and Commissions City and Borough of Sitka

Board/Commission/Committee: SCH Board - City ex officio alternate
Name: Keith Brady Daytime Phone: 907-738-7047
Address: 100 Lincoln St Evening Phone: _____
Email Address: keith.brady@cityofsitka.org Fax Number: _____
Length of Residence in Sitka: < 1yr Registered to vote in Sitka? X Yes ___ No
Employer: City and Borough of Sitka
Organizations you belong to or participate in:
None at the moment

Explain your main reason for applying:

SGC states that the administrator shall appoint an ex officio member to the SCH Board from senior staff and an alternate. I am offering myself as an alternate to the appointee.

What background, experience or credentials will you bring to the board, commission, or committee membership?

I have served on several local, county & state boards. I enjoy being involved & knowing what's going on and the process in which it happens.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of \$1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

None at this moment

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 12/7/17 Signature: [Signature]

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ___ Yes ___ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street
Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org



Hospital Board Roster

Board Member	Phone	Address, E-mail	Seat	First Appointed	Term Expires
Bryan Bertacchi President	747-1870 w	PO Box 1373 bryan.bertacchi@cityofsitka.org	At-Large	1/12/16	1/12/18
Connie Sipe Secretary	966-4232 w	700 Katlian Street, Suite B csipe@cfc.org	Financial	1/12/16	1/12/19
Robert Hattle	738-2230	PO Box 2676 rhattle@mac.com	At-Large	10/24/17	1/12/18 Gage's term
Mary Ann Hall	747-7265 h	2037 Halibut Point Road	At-Large	1/12/16	1/12/18
David Lam	738-4068 c	PO Box 1324 dave@shamanmedicalconsulting.com	Healthcare	1/12/16	1/12/19
<i>CBS Staff Liaison*</i> <i>Michael Scarcelli</i>	<i>747-1815 w</i>	<i>100 Lincoln Street michael.scarcelli@cityofsitka.org</i>	<i>Planning & Community Development Director</i>	<i>6/28/16</i>	<i>Resigned 12/5/17</i>
<i>Chief Medical Staff Liaison*</i> Kimberly Bakkes	747-3241 w	Sitka Community Hospital 209 Moller Avenue kbakkes@sitkahospital.org		December of each year
<i>Vice Chief Medical Staff Liaison*</i> Debra Brushafer	747-3241 w	Dr.Brushafer@sitkahospital.org			
<i>Assembly Liaison*</i> Steven Eisenbeisz	738-9075 c	208 Lincoln Street assemblyeisenbeisz@cityofsitka.org			October (each year after election)
<i>Alternate</i> Richard Wein	738-0577 c	PO Box 2424 assemblywein@cityofsitka.org			
<i>Hospital Staff</i> Rob Allen Denise DenHerder	747-1738 w 747-1725 w	CEO Exec Asst/Recording Secretary	rallen@sitkahospital.org ddenherder@sitkahospital.org		

* Non-Voting – Vice Chief Medical Staff Liaison to fill in when the Chief Medical Staff Liaison not in attendance.

Hospital Board meets the **fourth Thursday of each month at 6:00 p.m.** in the Hospital Classroom.

All voting members will be approved by the Assembly. Five Members from Public:

- | | |
|---|-------------|
| 1 Member Professional Financial Experience | 3-year term |
| 1 Member Professional Healthcare Experience | 3-year term |
| 3 Members At-Large | 2-year term |

Non-Voting:

- | | |
|---|---|
| 1 Member Sitka Community Hospital Chief Medical Staff | Elected each December by SCH medical staff |
| 1 Member from the Assembly | Appointed each October |
| 1 Member from CBS Senior Staff | Approved by the Assembly with No Expiration |
- Re-Established by Ordinance 2015-37A

OATH OF OFFICE REQUIRED