City of Ketchikan &
PeaceHealth Ketchikan Medical Center

Healthcare Advisory Committee Meeting

July 23, 2026

1. Call to Order
The Healthcare Advisory Committee Meeting was called to order by Chair Scott Smith at 9:00 a.m. This meeting took place in Council Chambers at City Hall, 334 Front Street, Ketchikan, Alaska.

Chair Smith acknowledged new members of the committee, Mayor Bob Sivertsen who is filling in for the vacant City Council seat, and City/General Manager Abner Hoage.

2. Roll Call
Committee Members' Present:

City of Ketchikan	PeaceHealth Ketchikan Medical Center
Amanda Robinson – Vice-Chair	Scott Smith – Chair, Director of Support Services
Member – Bob Sivertsen	Sarah Cook – Chief Administrative Officer
Member – Abner Hoage	Newly appointed member Jamie Park – Chief Medical
Taylor Lee - City Clerk	Officer & Primary Care Physician

3. Persons to be Heard
Marc Wever encouraged the committee to have the HAC meet at Ted Ferry Civic Center before the Community Health Board for the October meeting. He feels that PeaceHealth has not been transparent with their financial records in accordance with the lease agreement. He said he is looking for accountability and transparency, especially regarding the lease.

Michael Fitzgerald stated his concern that the money going into the hospital is not staying in Ketchikan. He questioned how many days of cash on hand they have currently and the amount of non-operating revenue was returned to Ketchikan. He feels the HAC should be asking these questions of PeaceHealth.

4. Approval of Minutes
Following a review of the draft minutes from the Apri 23, 2026 minutes it was moved by Sivertsen, seconded by Robinson to approve the draft minutes. The committee unanimously approved the minutes as presented.

5. Communications: None

6. New HAC Member Appointments and Terms

Chair Smith introduced new members Bob Sivertsen and Abner Hoage.

7. Standing Business

a) Update on Same Day clinic – PeaceHealth – Member Cook

- Member Cook informed the Same Day Clinic is up and running, Tuesday – Saturday.

- Member Sivertsen questioned if staff knew if cruise ship passengers were utilizing the same day clinic, stating his concerns of possible impacts to local healthcare from cruise ship passengers.

b) Update on Emergency Department (ED) Renovation – Member Smith

- Member Smith provided an update on the ED renovation project. He said that the number of beds in the ED is dependent on the certificate of need.

c) Core Services Monitoring – Member Cook and Park

- New hires include one nurse practitioner in primary care that started a few weeks ago and an MD will be starting in September in primary care as well. Currently down to one visiting cardiologist so staff are looking to have more visiting cardiologists.
- They are short a cardiology sonographer, which has created a backlog, but they are looking to fill that position.
- Residents are able to see a primary care physician to be treated, however, they are unable to be empaneled with a doctor until they are fully staffed.

d) Notification and/or discussion of any changes to Financial Assistance Policy

- No changes to policy.

e) July Lease Terms Monitoring

i. Funding commitments – Reinvestment of Net Income

ii. Review Capital Investment Plan

iii. Annual Budget Review

- Member Cook presented PeaceHealth Ketchikan Medical Center's operating expenses and revenues over the last three years and capital investments. She detailed the approved capital for FY26 and requested capital for FY27 and 28.
- Member Cook explained that they are currently looking at all of the capital requests to see what they ask for in grants and ask for philanthropy and then get system support for the rest of the requests because they did not make enough to fully fund all of the capital requests.

8. Unfinished Business

a) Review of shared capital improvements to the facility from the lease

- Member Smith provided a spreadsheet of all items that are included in the lease showing what PeaceHealth has paid out of operations. He stated that it is not clearly laid out in the lease agreement what shared expenses mean.
- Member Hoage said that the HAC should outline and define some of these aspects of the lease that are not very clear.
- Member Robinson recommended the HAC have a special meeting before the October meeting to discuss capital improvement projects and the hospitals priorities.

b) Parking in neighborhoods adjacent to the hospital property

- Member Smith informed they shut down the parking lot near the ER, which seemed to be the main concerns from the neighbors, and that seemed to have resolved the issue. He said there was limited parking due to the 5th ave access stairwell being out of service and thanked the City of Ketchikan for fixing that stairwell which has eased some of the congestion. They asked staff to not park on the streets.

9. New Business:

a) PeaceHealth Updates

- Member Cook reported that PeaceHealth had a positive year financially as well as a great growth in long-term care, radiology and infusion. She said from previous comments they were told that caregivers were scared to speak up so they have instituted rounding daily huddles and they discuss safety events every morning M-F and with these changes we have had an increase in reporting.
- Member Cook informed that there are some homeless encampments around the facility. They have been working with the police department to try and combat that as sometimes they are in the stairwells and leave a mess.

10. HAC meeting time and location for October 2026

Members discussed the best date and time to have the October HAC meeting. Several members commented that having the HAC meeting before the Community Health Board did not work out well last year as there was not enough space for everyone and due to the number of people of spoke, they were unable to conduct any business.

Moved by Sivertsen, seconded by Hoage to have the October HAC meeting at Ted Ferry Civic Center starting at 6:00 p.m. following the Community Health Board. The committee unanimously agreed to the October HAC revised meeting date and time. City staff said they will take care scheduling this HAC meeting.

11. Future Agenda Items

Member Smith reminded everyone of the meeting cadence schedule that was established and asked if there were any additional items.

12. Committee Comments

Member Sivertsen said that there will be four open seats coming up on the City Council but that he will stay on as a HAC member for the October meeting.

Member Robinson said she appreciates PeaceHealth's efforts to provide staff at primary care.

13. Adjournment at 10:16 a.m.

Respectfully Submitted by:

Taylor Lee, City Clerk
City of Ketchikan