

**Audubon County Memorial Hospital Board of Trustees**  
**MEETING MINUTES**  
December 19, 2019  
12 Noon

**ATTENDANCE**

**Present:** Board Members: Brett Irlmeier, Vicky Robinson, Anne Miller, Marlene Ballou

**Absent:** Mark Kessler, Denise Kilworth, Michelle Sprague

**Others Present:** Suzanne Cooner, Susan Stetzel, Melinda Alt

**I. CALL TO ORDER**

Brett Irlmeier called the meeting to order at 12 p.m.

**II. AGENDA APPROVAL**

Vicky Robinson made a motion, seconded by Marlene Ballou to approve the agenda with approval in accordance with the Code of Iowa Open Meetings Law. Motion carried.

**III. PUBLIC COMMENTS**

No public comments.

**IV. CONSENT AGENDA**

It was moved by Anne Miller and seconded by Vicky Robinson to approve the Meeting Minutes of November 21, 2019, December 2, 2019 and December 12, 2019. Motion carried.

**VI. FINANCIAL REPORT**

The financial reports and budget scorecard were reviewed.

The Provider Productivity report was reviewed.

The financial report for the month for November Operating Statement "excess of revenue over expenses" for the month is a \$23,592.06. YTD is \$152,944.55 compared to budget of \$47,833.19.

CD #38256 for \$1,050,955.72 matured at Audubon State Bank on 12/2/19. The rate at Landmands Bank is 1.75%, Audubon State Bank is 1.5% and Exchange State Bank is 1.5%. The CD was invested at the highest rate at Landmands Bank for 12 month at 1.75%.

**VII. MEDICAL STAFF CREDENTIALING**

Suzanne Cooner gave the medical staff report:

Appointments, Reappointments and Resignations from Medical Staff

1. Reappointments Consulting Medical Staff

- a. Karl Digman, MD
- b. Michael Disbro, MD
- c. Mitchell Erickson, MD
- d. Terry Falk, MD
- e. Kraig Kirkpatrick, MD

- f. Thomas Mallisee, MD
- g. Alan McDaniel, MD
- h. Sandra Ruhs, MD
- 2. Resignations Allied Health Staff
  - a. Anne Nelson, PA-C
  - b. Michele Barnett, ARNP
  - c. Maryl Smith, ARNP
- 3. Resignations Consulting Medical Staff
  - a. Kellen Huston, MD
  - b. Umar Chaudhry, MD
  - c. Ronald Bergman, DO
  - d. Thomas Atteberry, MD

Board members reviewed the applications, the supporting documentation, the Chief of Medical Staff's recommendations from the Medical Staff, and information received during the credentialing and privileging processes. Based on this review, it is the Board's opinion that the above applicants meet the requirements for Medical Staff appointments, re-appointments and resignations. Motion was made by Vicky Robinson and seconded by Marlene Ballou to approve the above credentialing. Motion carried.

Vicky Robinson made a motion seconded by Marlene Ballou to approve the updated Emergency Medicine Privileges for Dr. Stephen Smith, Dr. Nathan Tiwari, and Dr Amr Essa– Physician forms. Motion carried.

Vicky Robinson made a motion, seconded by Marlene Ballou to extend privileges for the radiology group up to one additional month pending outcome of peer review. Once received, the CEO will present to the physician members of the medical staff for approval and does not need to come back to board unless there are any concerns identified in the peer review. Motion carried.

A discussion was held about the value Avera physicians provide. We have a 3-year contract and will address our issues with the leadership of Avera to see if we can resolve the current issues. This will be re-evaluated after Dr. Cooper starts employment.

The Medical Staff approved Lisa Paulsen, RN, CNO as the Infection Preventionist.

Dr. Dunnick will be here to provide documentation improvement training for all employed providers on Jan 27-28. The next medical staff meeting will focus on that education.

## VIII. APPROVALS

- PAC Policies Approval – Marlene Ballou made a motion, seconded by Anne Miller to approve the PAC Policies. Motion carried.
- Rational Combi Oven – Marlene Ballou made a motion, seconded by Anne Miller to approve the purchase of the Rational Combi Oven, not to exceed \$21,000.00 for purchase and installation. Motion carried.

## IX. REVIEW OF REPORTS

**Quality/Compliance/Risk Management Reports** - Reviewed Quality, Compliance, and Risk Reports with board.

### CEO Report

We have hired the following staff:

- Cassie Williams, RN, for the full-time position in Med-Surg/ER. Cassie will start on
- December 23, 2019.

- Courtney Schlichte, PT, for the full-time Physical Therapist position. She will be moving to the area with her family, so she will not be starting until April or May.
- William Marquardt was hired for the lab technician position. He started on Dec 2<sup>nd</sup>.
- Denise Higgins, RN, for the PRN staff nurse position on Med/Surg and ER.
- Rebecca McMann, ARNP, for the PRN position in the ER
- Caylee Rokke, RN, transferred to the Rural Health Clinics as Dr. Vampola's nurse
- Julie McVay will be transferring from the Outpatient Clinics to be the receptionist for both Radiology and Laboratory. She will be located on the radiology side of the waiting room.
- Ann Huegerich will be transferring from AFHC to the Outpatient Clinics as the Clinic Receptionist.
- Loel LaMarre has been hired for the Medical Laboratory Technician position beginning Jan 27<sup>th</sup>. Loel will be working weekends -- 6am-6pm on Friday, Saturday, and Sunday and taking call from 6pm to 6am Friday night, Saturday night, and Sunday night.

The Pharmacy project will be complete some time in February 2020.

Dr. James Cooper has signed employment contracts to begin August 10, 2020 as the ED Medical Director and Family Medicine Provider.

Dr. Menke, Ophthalmologist, held his first clinic here on December 4<sup>th</sup>.

We had a site visit by Donna Hubbell, VP at Methodist Jennie Edmundson. She toured the facility and reviewed all required programs and processes and made a few recommendations.

**Strategic Plan Review:** The action items on the current strategic plan were reviewed. Most areas have been accomplished with a few exceptions that were discussed. A new Strategic Planning session will be planned for this next summer or fall.

#### **X. EXECUTIVE CLOSED SESSION IOWA CODE 21.5(1)(c) – LEGAL MATTER**

Vicky Robinson made a motion, seconded by Marlene Ballou to move into executive closed session at 12:35 pm. Motion carried. JoEllen Whitney and Maggie Hanson, hospital attorneys from Davis Brown Law Firm were on the telephone.

Anne Miller made the motion, seconded by Vicky Robinson to move out of executive closed session at 1:10 p.m. Motion carried.

Brett Irlmeier made the motion, seconded by Marlene Ballou to move forward with a settlement negotiations based on our discussion in closed session although the board believes there is no liability in the case. Motion carried.

#### **XI. BOARD COMMENTS**

- Nothing further

#### **XII. ADJOURNMENT:**

The meeting adjourned at 1:40 p.m. with a motion by Vicky Robinson and seconded by Marlene Ballou. Motion carried.

#### PAC Policies Reviewed and Approved

- EMTALA policy - revised
- Processing Orders – revised
- Epinephrine Protocol
- Norepinephrine Protocol
- High Dose Heparin Protocol
- Low Dose Heparin Protocol
- 340B Program
- Antimicrobial Stewardship
- Safe Opioid Use
- Arterial Blood Sampling
- List of changes made to Lab policies for 2019-2020