

Audubon County Memorial Hospital Board of Trustees

MEETING MINUTES

April 25, 2017

5:00 P.M.

ATTENDANCE

Present: Board Members: Paul Schultz, Julie Olsen, Marlene Ballou, Brett Irlmeier, Vicky Robinson

Absent: Denise Kilworth, Mark Kessler

Others Present: Suzanne Cooner, Joni Fancher, Susan Stetzel, Dr. James M. Cunningham, Holly Kjergaard, Cindy Neller.

I. CALL TO ORDER

Paul Schultz called the meeting to order at 5:00 p.m.

II. AGENDA APPROVAL

It was moved by Julie Olson and seconded by Vicky Robinson to approve the following agenda in accordance with the Code of Iowa Open Meetings Law. Motion carried

III. PRESENTATION ON BOARD OF TRUSTEES LEGAL OBLIGATIONS

Susan Freed, Attorney gave a presentation on the Board of Trustees Legal Obligations.

III. CONSENT AGENDA

It was moved by Vicky Robinson and seconded by Brett Irlmeier to approve the following Consent Agenda items: (1) Meeting Minutes March 28, 2017; (2) April 2017 Accounts Payable \$509,464.01; (3) April Accounts Payroll \$414,310.04. Motion carried.

IV. MEDICAL STAFF REORT/APPOINTMENTS/REAPPOINTMENTS

Dr. Cunningham was present and gave the medical staff report.

Upon recommendation from the Medical Staff to accept the Reappointment to Allied Health Staff of Eunice Mennenoh, PA and to accept Original Appointment to Consulting Medical Staff of Mary Megan Embrescia, M.D. , Aaron Albert, M.D. and Sunil Parashar, M.D. Brett Irlmeier moved to accept the recommendation and Marlene Ballou seconded the motion. Motion carried.

At the Medical Staff meeting today, Dr. Hagen gave his recommendations to purchase a BioFire machine for the laboratory. The functions of the BioFire were explained. Dr. Cunningham recommended this purchase for the Capital Budget. More information and the price of this new equipment will be available at May's meeting.

VI. MERCY REPORT

The Mercy Report was reviewed and update given by Cindy Neller, Mercy Representative.

On June 22nd & 23rd there is a Next Generation Leadership and Education Conference for Board Members. If any board member is interested let Suzanne know and she will sign you up.

Audubon County Memorial was featured in the Mercy Report as a Top 20 Critical Access Hospital.

VII. BOARD COMMENTS

The Board of Trustees thanked Dr. Cunningham for all his help and continued service to ACMH.

VIII. CEO REPORT

Last month it was reported to the Board a Risk Management Level E. After it was re-evaluated this was not a Risk

Management Level E, there was no harm to the patient.

The Board Members were shown samples for a new logo. The board agreed to change the name of the hospital for marketing purposes to "Audubon County Memorial Hospital and Clinics." New signage is on the capital budget this year that will be placed across the top of the hospital in large letters with back lighting.

Suzanne will develop a marketing plan promoting our physicians and new services.

Dr. Smith, D.O., Surgeon visited with the physicians today to review services he provides.

The Operating Room space issue was discussed. Administration will investigate the feasibility of adding a ceiling mounted boom arm and creating a shared supply cabinet between the two operating rooms.

The medical staff may do some lunch & learn with the mid-levels to give them a forum to discuss process changes and pertinent issues.

Samantha Schooley has been hired as the Director of Clinics Operations for AFHC Clinic and Exira Medical Clinic. She will begin employment on May 22nd.

Suzanne will be hosting a dinner at her residence for Dr. Vampola on May 13th. The Medical Staff and spouses, the Board of Trustees and their spouses are invited. Dr. Burkett may also be there.

We will be celebrating Hospital Week May 7th through the 13th and for ACMH as a Top 20 Critical Access Hospital.

There is an approved amount of \$65,219.00 in the budget for renovations. The Board approved to start renovations for more office space that is needed with the new employees coming on board.

Currently advertising for another Maintenance/Carpenter staff member to help with renovations and construction.

A wall will be constructed in the physical therapy department, with the Fire Marshalls approval, to separate a space for speech therapy.

On May 10th there will a "Leadership Training Day" for the department heads.

The EHR project manager will be investigating the functionality of Healthland to determine if we need to begin looking for a different electronic health record system.

IX. QUALITY REPORT

Holly Kjergaard reviewed the MHN rural Quality Scorecard February 2017.

Next month Kolton will have a quality report.

X. FINANCIAL REPORT

Melinda Alt presented the financial report for the month of March. The Operating Statement "excess of revenue over expenses" for the month was a positive \$135,570.92. YTD is a positive \$460,239.51 compared to budget of \$120,882.41.

XI. ACTION ITEMS

Julie Olson made a motion, seconded by Brett Irlmeier to approve the Employment and Recruitment Agreement with Dr. Charles Burkett. Motion carried.

Suzanne distributed her proposed Performance Goals to the Board. The Board asked Suzanne to fill out the Performance Goals and bring back to the board for final approval.

XIII. ADJOURNMENT

The meeting adjourned at 8:10 p.m. with a motion by Brett Irlmeier, seconded by Marlene Ballou. Motion carried.