

**Audubon County Memorial Hospital Board of Trustees**  
**MEETING MINUTES**

April 16, 2020  
12 Noon

**ATTENDANCE**

**Present:** Board Members: Brett Irlmeier, Vicky Robinson, Michelle Sprague, Marlene Ballou, Mark Kessler, Anne Miller

**Absent:** Denise Kilworth

**Others Present:** Suzanne Cooner

**I. CALL TO ORDER**

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

**II. AGENDA APPROVAL**

Mark Kessler made a motion, seconded by Vicky Robinson 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 Vicky Robinson and seconded by Mark Kessler to approve the Meeting Minutes of March 26, 2020. Motion carried.

**V. FINANCIAL REPORT**

The financial reports and budget scorecard were reviewed.

The financial report for the month for March Operating Statement "excess of revenue over expenses" for the month is a negative -\$86,774.35. YTD is \$110,123.71 compared to budget of \$86,099.15.

The board agreed to post any COVID-19 stimulus payments received to a deferred revenue liability account instead of Operations account to cover losses incurred by the pandemic response.

Suzanne discussed actions plans the organization is taking to help mitigate the losses incurred because of the government mandated discontinuation of elective services and the dramatic reduction in volumes particularly in the outpatient services departments.

**VI. MEDICAL STAFF CREDENTIALING**

Suzanne Cooner gave the medical staff credentialing report:

Appointments, Reappointments and Resignations from Medical Staff:

Initial Appointments to Consulting Medical Staff:

- a. Clayton Thor, M.D.

Reappointments Allied Health Staff:

- a. Holly Christensen, ARNP
- b. Constance Morrison, ARNP (extended privileges to May 29, 2020)

Resignation from Allied Health Staff:

a. Shannon Davis, ARNP

Resignations from the Consulting Medical Staff:

a. Roy Abraham, 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 resignations and approval of updated privileges with the exception of Constance Morrison, ARNP due to pending peer review that has not been received yet. Constance Morrison, ARNP will be extended privileges until May 29, 2020 awaiting peer review results. Motion was made by Mark Kessler and seconded by Marlene Ballou to approve the above credentialing. Motion carried.

## VII. APPROVALS

- Guthrie County Public Health Physical Therapy Lease Agreement.
- Emily Krengle, RD, LD Agreement
- PAC Policies Approval

Discussion regarding the policies on Triage and Scare Resources and Ethics Committee were discussed in detail. The board directed that these policies must be in line with legal advice given by Susan Freed, Attorney and the Office of Civil Rights. A motion was made by Marlene Ballou and seconded by Mark Kessler to approve the above agreements and PAC policies. Motion carried.

## VIII. REVIEW OF REPORTS

### CEO Report:

1. Pandemic COVID-19 Updates and ACMH response plans were reviewed with the board.
2. ACMH CEO serves as the Medical Incident Commander for the Audubon County Emergency Operations Center which was activated on April 2, 2020.
3. The Iowa Department of Inspections and Appeals completed a desk focused audit regarding the ACMH response plans to the COVID-19 Pandemic. The surveyor stated she was very impressed with ACMH's policies/procedures and compliance with all state and federal response requirements. ACMH passed the survey with no deficiencies or recommendations. This survey is being completed for all healthcare organizations in the State of Iowa.

## IX. EXECUTIVE CLOSED SESSION IOWA CODE 21.5(i)(I) – PHYSICIAN AGREEMENT

Brett Irlmeier made a motion, seconded by Michele Sprague to move into executive closed session at 12:45 pm. Motion carried.

Vicky Robinson made the motion, seconded by Anne Miller to move out of executive closed session at 1:15 p.m. Motion carried.

Mark Kessler made the motion, seconded by Michele Sprague to accept the resignation of Dr. Charles Burkett with a 90-day notice provision based on the board's discussion in closed session. Brett Irlmeier abstained from the vote due to a conflict of interest. Motion carried.

## X. BOARD COMMENTS:

Vicky Robinson discussed a personal experience she had with the COVID-19 response including what she is observing in the community. No further comments.

**XI. ADJOURNMENT:**

The meeting adjourned at 1:25 p.m. with a motion by Marlene Ballou and seconded by Mark Kessler. Motion carried.

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Brett Irlmeier, Board of Trustees Chairman

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Marlene Ballou, Board of Trustees Secretary

**PAC Policies Reviewed and Approved:**

1. Census Surge Nursing and ED
2. COVID-19 Medical Imaging
3. Ethics Consultation Committee
4. N95 Decontamination and Re-use
5. Pandemic Planning and Response Plan
6. COVID-19 Pandemic Triage and Crisis Standards of Care Plan
7. Visitation Restrictions COVID-19
8. Propofol Infusion Orders
9. Versed Orders