

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

February 25, 2021 at 12 Noon

Board Room

ATTENDANCE

Board Members Present: Brett Irlmeier, Anne Miller, Marlene Ballou, Mark Kessler

Board Members Absent: Michelle Sprague, Denise Kilworth, Vicky Robinson

Staff Present: Suzanne Cooner, Kolton Hewlett, Melinda Alt, Paul Topliff, Dr. Jeff Maire, Haillie Bruch

Others Present:

I. CALL TO ORDER

Board Chair, Brett Irlmeier, called the meeting to order at 12:01 p.m.

II. AGENDA APPROVAL

Mark Kessler made a motion, Marlene Ballou seconded by 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 Mark Kessler and seconded by Anne Miller to approve the Meeting Minutes of January 28, 2021. Motion carried.

V. PUBLIC HEARINGS

PUBLIC HEARING – EMERGENCY DEPARTMENT PROJECT

Marlene Ballou made a motion to open the public hearing on proposed plans and specifications, form of contract, and estimate of cost for the Audubon County Memorial Hospital Emergency Department Interior Renovation project. Mark Kessler seconded the motion. Motion carried.

The proposed project was discussed. There were no community members in attendance. There were no written or verbal comments. Mark Kessler made a motion, seconded by Brett Irlmeier to approve the proposed plans and specifications, form of contract, and estimate of cost for the Audubon County Memorial Hospital Emergency Department Interior Renovation project. The vote was unanimous. Motion carried.

PUBLIC HEARING – FY 2021 COUNTY BUDGET AMENDMENT

Marlene Ballou made a motion to open the public hearing on the proposed budget amendment Fiscal Year 2021 for the Audubon County Memorial Hospital. Mark Kessler seconded the motion. Motion carried. There were no community members in attendance. There were no written or verbal objections. Mark Kessler made a motion, seconded by Brett Irlmeier to adopt the proposed budget amendment for the Audubon County Memorial. Motion carried.

PUBLIC HEARING – FY 2022 COUNTY BUDGET

Marlene Ballou made a motion to open the public hearing on the proposed budget for Fiscal Year 2022 for the Audubon County Memorial Hospital. Mark Kessler seconded the motion. Motion carried. There were no community members in attendance. There were no written or verbal objections. Mark Kessler made a motion, seconded by Brett Irlmeier to adopt the proposed budget for the Audubon County Memorial, Fiscal Year 2022. Motion carried.

VII. FINANCIAL REPORT

Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month for January Operating Statement "excess of revenue over expenses" for the month was \$74,576.58. YTD is a positive \$400,163.15 compared to budget of \$58,865.71.

CD #23565 for \$433,700.44 matured on 02/24/2021 at Landmands Bank. Rates at Landmands Bank 0.15%, Exchange State Bank 0.05%, and Audubon State Bank passed on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for another 12 months.

Mark Kessler made a motion, second by Anne Miller to approve the financials. Motion carried.

VIII. MEDICAL STAFF REPORT AND CREDENTIALING

Dr. Jeff Maire gave the medical staff report and credentialing recommendations. The following appointments, reappointments, and resignations from the medical staff were reviewed:

Initial appointment to Active Medical Staff:

1. Michelle Rebelsky, MD (Family Medicine)

Initial appointment to Allied Health Staff:

1. Matthew Roesner, PA-C (Wapiti Medical Staffing)

Reappointment to Allied Health Staff:

1. Mindy Gingery, CRNA (Heartland Anesthesia)

Resignation from Courtesy Medical Staff:

1. Mohamed Humad, MD (Emergency Department)

Resignation from Allied Health Staff:

1. Leah Uthe, AuD (ASI Audiology)

Board members reviewed the application, the supporting documentation, the 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 applicant meets the requirements for Medical Staff Resignations and approval of updated privileges.

Marlene Ballou and seconded by Anne Miller to approve the above credentialing. Motion carried.

IX. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Kolton Hewlett, Senior Director of Administration/Compliance Officer, provided the following report on compliance, quality, patient safety, and risk management activities:

- The Quality Committee met on Tuesday, February 16, and received quality reports from cardiac rehab, infusion services, laboratory, physician clinics, radiology, specialty clinics, and care coordination.
- Reviewed increased efforts around patient satisfaction. We will be expanding patient satisfaction surveys to include radiology and specialty clinics. Our inpatient scores have increased, but we continue to work on the care coordination and discharge planning scores and our outpatient services. Starting in April, we will begin surveying patients in our outpatient specialty clinics and radiology departments.
- Current core quality measures including falls and immobility, VTE, sepsis, pressure ulcer prevention, medication safety, blood glucose, INR, transfer communications, and worker safety, continue to be within established goals.

X. REVIEW AND APPROVALS

Brett Irlmeier reviewed names of potential board members to replace Denise Kilworth who has asked to come off the board. Mark Kessler will reach out to the top candidate.

The following were presented to the board for approval. The PAC policies have already been approved by the Professional Advisory Committee (PAC) and the medical staff.

- PAC Policies - n-Acetylcysteine Therapy – Pharmacy – New
- Paul Topliff requested approval from the Board of Trustees for the purchase of a Stryker System 8 Power Drill for an estimated cost of \$21,821.65.
- Paul Topliff requested approval from the Board of Trustees for the purchase of the Stratus Trauma Boom for an estimated cost of \$18,625.00.
- Paul Topliff requested approval from the Board of Trustees of the Astro Trauma Lights for an estimated cost of \$23,799.52.
- Kolton Hewlett presented the University of Northern Iowa Educational Affiliation Agreement for Elizabeth Smith to complete MSW field experience at Audubon County Memorial Hospital.
- Suzanne Cooner presented the credentialing application of Kevin Reynold, LMHC. Mr. Reynolds would be employed by Lois Potthoff, LMHC, and would work with adult patients.

Action: Mark Kessler made a motion and second by Marlene Ballou to approve all of the action items above. Motion carried.

XI. EXECUTIVE CLOSED SESSION IOWA CODE 21.5 (I)c) – Legal Matter

Anne Miller made a motion, seconded by Mark Kessler to move into executive closed session at 12:30 pm. Motion carried. Suzanne Cooner and Kolton Hewlett remained in the room for the closed session.

Anne Miller made the motion, seconded by Mark Kessler to move out of executive closed session at 13:05 p.m. Motion carried.

No action items from discussion in closed session.

XII. BOARD COMMENTS

- Anne Miller asked about diversity and cultural awareness training that staff receive. Kolton Hewlett explained that this training is provided annually to all staff.
- Anne Miller asked if the board needs to approve whether ED providers must be stay in-house at all times or whether they can be at home and be called in. Suzanne Cooner stated it was a medical staff decision.

XIII. ADJOURNMENT:

The meeting adjourned at 1330 p.m. with a motion by Marlene Ballou and seconded by Anne Miller. Motion carried.

Brett Irlmeier, Board Chair

Marlene Ballou, Board Secretary/Treasurer

PAC POLICIES REVIEWED AND APPROVED:

- n-Acetylcysteine Therapy – Pharmacy – New