

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

March 25, 2021 at 12 Noon

Board Room

ATTENDANCE

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

Board Members Absent: Brett Irlmeier

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

Others Present:

I. CALL TO ORDER

Vice Board Chair, Vicky Robinson, called the meeting to order at 12:00 p.m.

II. AGENDA APPROVAL

Michelle Sprague 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 Marlene Ballou and seconded by Michelle Sprague to approve the Meeting Minutes of February 25, 2021. Motion carried.

It was moved by Michelle Sprague and seconded by Anne Miller to approve the Executive Closed Session Iowa Code 21.5 (I)c) meeting minutes from January 28, 2021.

It was moved by Mark Kessler and seconded by Anne Miler to approve the Executive Closed Session Iowa Code 21.5 (I)c) meeting minutes from February 25, 2021.

V. PUBLIC HEARINGS

PUBLIC HEARING – EMERGENCY DEPARTMENT PROJECT

Michelle Sprague made a motion to open the public hearing at 12:08 pm on the proposed plans and specifications, form of contract, and estimate of cost for the Audubon County Memorial Hospital Emergency Department Interior Renovation project according to Iowa Code Chapter 573. Mark Kessler seconded the motion. Motion carried.

The proposed Emergency Department renovation project was discussed. There were no community members in attendance. There were no written or verbal objections. Discussed the rationale for the need for the project. On March 18, 2021 at 10 am we opened the bids for public bid for our Emergency Department remodel project and the low bidder was Badding Construction in Carroll, Iowa at \$523,900. Discussion that Badding Construction does meet criteria of a reliable and responsible bidder. We have worked with Badding Construction on past projects and have found them to be reputable and reliable. In consideration of that information, it was recommended that Audubon County Memorial Hospital's Emergency Department Remodel bid be awarded to the lowest bidder, Badding Construction.

Michelle Sprague made a motion, seconded by Mark Kessler to approve the proposed lowest bid for Emergency Department Remodel Project and award the project to the lowest bidder, Badding Construction from Carroll, Iowa for \$523,900. Motion carried.

Mark Kessler made a motion to close the public hearing at 12:25 pm. Anne Miller seconded the motion. Motion carried.

VII. FINANCIAL REPORT

Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month for February Operating Statement "excess of revenue over expenses" for the month was \$45,568.20. YTD is a positive \$445,731.35 compared to budget of \$67,275.21.

CD #23569 for \$489,261.46 matured on 03/02/2021 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.

CD #612627 at Exchange State Bank for \$718,074.88 came due. Exchange State Bank bid 0.05%. Audubon State Bank passed on bidding. Landmands Bank passed on bidding. The CD was

CD #612628 at Exchange State Bank for \$606,846.92 came due. Exchange State Bank bid 0.05%. Audubon State Bank passed on bidding. Landmands Bank passed on bidding. The CD was

CD #612629 at Exchange State Bank for \$408,598.64 came due. Exchange State Bank bid 0.05%. Audubon State Bank passed on bidding. Landmands Bank passed on bidding. The CD was reinvested at the highest rate of 0.05% at Exchange State Bank.

Mark Kessler made a motion, second by Michelle Sprague 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 Consulting Medical Staff:

1. Daniel Hatz, MD (Weatherby Healthcare)

Initial Appointment to Courtesy Medical Staff:

1. Edward Cashman, DO (Wapiti Medical Staffing)

Initial Appointment to Allied Health Staff:

1. Kevin Reynolds, LMHC (Touching Lives Matter, LLC)

Reappointment to Consulting Medical Staff:

1. Indunil Karunasekera, MD (Diagnostic Imaging Associates)
2. Michael Woods, MD (Shenandoah Medical Center)
3. Fawad Zafar, MD (Lakeview Center for Urology)

Resignation from Consulting Medical Staff:

1. Jay Strittholt, MD (Weatherby Healthcare)

Resignation from Courtesy Medical Staff:

1. Nathan Tiwari, MD

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 made the motion and seconded by Mark Kessler to approve the above credentialing. Motion carried.

Discussion regarding mutually agreeing to terminate Dr. Mohammed Humad's medical staff privileges without cause with the specified 60 day termination clause with specific stipulations. This will re-instatement Dr. Mohammed Humad's privileges for a period of 60 days. This was also approved by the Chief of Staff, Dr. Jeffrey Maire and the Chief Medical Officer, Dr. Michelle Rebelsky. Mark Kessler made the motion and Michelle Sprague seconded the motion. Motion carried.

IX. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Suzanne Cooner, Chief Executive Officer, provided the quality, patient safety, and risk management report on behalf of Kolton Hewlett, Senior Director of Administration/Compliance Officer.

X. REVIEW AND APPROVALS

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 –
 - Admission to Swing Bed Services (Skilled Care) – Updated
 - Admission, Transfer and Discharge Rights and Documentation Requirements – Updated
- Dr. David Nystrom, DO, FAAFP, professional services contract with Audubon county Memorial Hospital for ED/Hospitalist services.

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

Suzanne Cooner, CEO, presented and reviewed the Audubon County Memorial Hospital Board of Trustees Board Self-Assessment documentation. Susan Freed, Attorney with Davis Brown Law firm, is schedule to come next month, April 2021 for board education. Board provided direction on the types of reports they would like to see from Quality/Risk Management. A strategic planning session will be scheduled for late summer or early fall of this year. Board members asked Suzanne to send them more information on the Board certification program through the IHA.

Suzanne Cooner, CEO and Dr. Jeff Maire, Chief of Staff, discussed the current physician recruitment strategy. The hospital will continue recruitment efforts for another family physician. Board members agreed with that strategy. Discussed need to explore housing options for providers who can't find housing in the county. Board directed staff to begin exploring options of housing on our property or buying a local house.

XI. EXECUTIVE CLOSED SESSION IOWA CODE 21.5 (I)i) – CEO Evaluation

Mark Kessler made a motion, seconded by Anne Miller to move into executive closed session at 1:20 pm. Motion carried.

Michelle Sprague made the motion, seconded by Mark Kessler to move out of executive closed session at 1:39 p.m. Motion carried.

Anne Miller made the motion, seconded by Marlene Ballou to approve the recommendations for the CEO evaluation and merit increase made in the executive closed session. Motion carried.

XII. BOARD COMMENTS

Discussed potential candidate for replacement of Denise Kilworth on the board. Board members stated there were many positive comments about the hospital's response to the pandemic and how well the vaccination clinic has been run.

XIII. ADJOURNMENT:

The meeting adjourned at 1:55 p.m. with a motion by Vicky Robinson and seconded by Marlene Ballou. Motion carried.

Vicky Robinson, Vice Chair

Marlene Ballou, Board Secretary/Treasurer

PAC POLICIES REVIEWED AND APPROVED:

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- Admission, Transfer and Discharge Rights and Documentation Requirements – Updated