

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

April 28, 2022 at 12 Noon

Board Room

ATTENDANCE

Board Members Present: Michelle Sprague, Marlene Ballou, Anne Miller, Rev. Phillip Beisswenger, Vicky Robinson, Mark Kessler

Board Members Absent: Brett Irlmeier

Staff Present: Suzanne Cooner, Melinda Alt, Paul Topliff, Dr. Michelle Rebelsky, Haillie Bruch

I. CALL TO ORDER

Michelle Sprague, Board Chair, called the meeting to order at 12:02 p.m.

II. AGENDA APPROVAL

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

III. PUBLIC COMMENTS

No public comments.

IV. CONSENT AGENDA

Vicky Robinson made a motion, seconded by Marlene Ballou to approve the March 24, 2022 meeting minutes. Motion carried.

Anne Miller made a motion, seconded by Marlene Ballou to approve the March 24, 2022, Closed Session Iowa Code (I)i) meeting minutes. Motion carried.

V. FINANCIAL REPORT

Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month of March 2022 Operating Statement "excess of revenue over expenses" for the month was a positive \$ 6,003.93 YTD is a positive \$332,953.07 compared to budget of \$54,035.35.

Mark Kessler made a motion, seconded by Vicky Robinson to approve the financials. Motion carried.

VI. MEDICAL STAFF REPORT AND CREDENTIALING

Dr. Rebelsky, CMO, gave the medical staff report and credentialing recommendations. The following initial appointments and resignations from the medical staff were reviewed:

Initial Appointment to Consulting Medical Staff:

1. Scott Carbajal, MD (Iowa Radiology, P.C.)
2. Nicholas Hilpipe, MD (Iowa Radiology, P.C.)
3. Ryan Holdsworth, MD (Iowa Radiology, P.C.)
4. Aaron Hurlbut, MD (Iowa Radiology, P.C.)
5. Paul Jabour, MD (Iowa Radiology, P.C.)
6. James Jacobs, Jr., MD (Iowa Radiology, P.C.)
7. Rory Karibo, DO (Iowa Radiology, P.C.)
8. Bradley King, DO (Iowa Radiology, P.C.)
9. Bradley Kliewer, MD (Iowa Radiology, P.C.)
10. Adam Liudahl, MD (Iowa Radiology, P.C.)

11. Richard Menzel, DO (Iowa Radiology, P.C.)
12. Myles Mitsunaga, MD (Iowa Radiology, P.C.)
13. Jeffrey Rappleye, MD (Iowa Radiology, P.C.)
14. Blake Riebe, DO (Iowa Radiology, P.C.)
15. John Rizzi, MD (Iowa Radiology, P.C.)
16. Jordan Smith, DO (Iowa Radiology, P.C.)
17. Michael Soe, MD (Iowa Radiology, P.C.)
18. Frederick Steinberg, MD (Iowa Radiology, P.C.)
19. Alan Stone, MD (Iowa Radiology, P.C.)
20. Francis Thornton, MD (Iowa Radiology, P.C.)
21. Christopher Waddell, DO (Iowa Radiology, P.C.)
22. Brent Wolford, MD (Iowa Radiology, P.C.)

Initial Appointment to Allied Health Staff:

1. Michelle Vore, ARNP (Flowstate Health)

Based on this review, it is the Board's opinion that the above applicants meet the requirements for Medical Staff Initial Appointments.

Mark Kessler made a motion, seconded by Rev. Phillip Beisswenger approve the above credentialing. Motion carried.

Dr. Rebelsky, CMO, presented the Operations Summary Report. She explained preparations for the Epic Go-Live date is seven (7) days away.

VII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Suzanne Cooner, CEO, provided the following report on compliance, quality, patient safety and risk management:

- The Quality Committee did not meet on Tuesday, April 19, 2022 and those departments will report at next month's Quality Meeting.
- Reviewed summary of risk management activities and complaints. One Level E incident was reviewed with the board.

VIII. APPROVALS

The following were presented to the board for approval.

- PAC Policies
- CEO Annual Salary Increase
- Telemedicine Privileges

Suzanne Cooner presented the PAC policy: Ultra Cold Freezer Policy

Anne Miller made a motion, seconded by Mark Kessler to approve the PAC Policy as presented. Motion carried.

Marlene Ballou made a motion, seconded by Anne Miller to approve the CEO Annual Salary Increase as discussed in the March 24, 2022, Closed Session Iowa Code (I)i) meeting. Motion Carried.

Suzanne Cooner presented the updated telemedicine privilege sheets. These privilege sheets are a general template and would be edited for each specific telemedicine privilege being requested.

Mark Kessler made a motion, seconded by Vicky Robinson to approve the telemedicine privileges sheets. Motion Carried.

X. CEO REPORT

Suzanne Cooner, CEO provided the following report:

- New employees: Laura Bush, LPNII for night shift, Marie Wiskus for Audubon Family Healthcare Clinic Receptionist, Aaron Folk, Radiology Technologist, Kenna Hartl, Laboratory Assistant/Phlebotomist, Tammy Douglas-Hill, Respiratory Therapist.
- Employees resigning: Greg Wolfe, IT; Jackie Renshaw, Cook; Rene Rustvold, Business Office
- Transferring employees: Brooke Klocke, R.N., transferring to OPC/Surgery
- ACMH continues to follow CDC recommendations for mask wearing in our facilities. Masks are still required in all patient-facing and public areas including corridors and elevators.

- Staff have started training for the implementation of the new electronic health record, EPIC which is scheduled to “go live” on May 6th.
- The roof project has been completed.
- The generator has been installed at the Exira Medical Clinic.
- Update given on the phone situation. The plan is to replace Windstream. We will use Marne Elk Horn in the Exira Medical Clinic once fiber is completed. Marne Elk Horn does not plan to put fiber in Audubon at this time, but if they do in the future, the Hospital will re-evaluate as to switching to a local provider. Administration will most likely be recommending Aureon for the Hospital and AFHC and we can now wait until normal capital budget is approved. We will not need to spend the \$80,000.00 that was preapproved in the March meeting.
- The Iowa Hospital Association hosted a Governance Webinar Series. Suzanne will send out the link and PowerPoint to the presentations.

Board Comments

No comments at this time.

XII. ADJOURNMENT:

The meeting adjourned at 1:41 p.m. with a motion by Anne Miller and seconded by Rev. Phillip Beisswenger. Motion carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer