

**Audubon County Memorial Hospital Board of Trustees**

**Meeting Minutes**

March 24, 2022 at 12 Noon

Board Room

**ATTENDANCE**

**Board Members Present:** Michelle Sprague, Brett Irlmeier, Marlene Ballou, Vicky Robinson, Anne Miller, Rev. Phillip Beisswenger

**Board Members Absent:** Mark Kessler

**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**

Marlene Ballou made a motion, seconded by Anne Miller 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**

Anne Miler made a motion, seconded by Phillip Beisswenger to approve the February 24, 2022 meeting minutes. Motion carried.

**V. FINANCIAL REPORT**

Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month of February 2022 Operating Statement "excess of revenue over expenses" for the month was a positive \$4,009.56 YTD is a positive \$309,058.93 compared to budget of \$48,031.42.

CD #23569 for \$489,995.62 matured at Landmands Bank on 03/02/2022. Bids were: Landmands Bank 0.15%; Exchange State Bank 0.05%; Audubon State Bank passed on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for another 12 months.

CD #612627 for \$718,433.96 matured at Exchange State Bank on 03/02/2022. Bids were: Landmands Bank 0.15%; Exchange State Bank 0.05%; Audubon State Bank passed on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for 12 months.

CD #612628 for \$607,150.38 matured at Exchange State Bank on 03/07/2022. Bids were: Landmands Bank 0.15%; Exchange State Bank 0.05%; Audubon State Bank passed on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for 12 months.

CD #612629 for \$408,802.97 matured at Exchange State Bank on 03/14/2022. Bids were: Landmands Bank 0.15%; Exchange State Bank 0.05%; Audubon State Bank on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for 12 months.

Brett Irlmeier 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. Adnan Aldurah, MD (Avel eHospitalist)
2. Randolph Reister, MD (Avel eHospitalist)
3. Wahab Khan, MD (Avel eHospitalist)

Resignations from Consulting Medical Staff:

1. Saima Shahid, MD (AFHC)

Resignation from Allied Health Staff:

1. Jennifer Burds, ARNP (Wapiti)

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

Marlene Ballou made a motion, seconded by Vicky Robinson approve the above credentialing. Motion carried.

Dr. Rebelsky gave an update on the EPIC implementation and presented the Operations Summary Report. The EPIC "Go-Live" date is 50 days away. Both Avel telemedicine programs, e-Emergency and e-Hospitalists are going well.

## VII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

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

- The Compliance Committee met on February 23, 2022. There were no compliance concerns. The Medical Staff would like to complete another coding audit in the fall of 2022, after Epic is implemented.
- The Quality Committee met on Tuesday, March 15, 2022 and reviewed reports from Nutrition Services, Care Coordination, Pharmacy, Med-Surg/ED, Rehab Services, and Infection Prevention. In-Patient and ER Satisfaction Comments scores are improving. Reviewed action items for identified opportunities for improvement.
- Reviewed summary of risk management activities and complaints.

## VIII. APPROVALS

The following were presented to the board for approval.

- VeeOne Agreement
- Flowstate Agreement
- Telephone System
- PAC Policies

Nathan Moser explained the telephone issues we are currently experiencing. The problem was eventually identified as a problem with special characters added by robocalls which confused the system. Our phone system is older and uses copper versus fiber lines. Administration is currently getting quotes from vendors to switch from copper to fiber, and ideally being able to keep the current physical phone for now. Board members asked that we also get quotes from Marne Elk Horn since they are local.

Brett Irlmeier made a motion, seconded by Rev. Phillip Beisswenger to authorize up to \$80,000 to fix the phone system if needed at the discretion of the CEO. Motion Carried.

Brett Irlmeier made a motion, seconded by Marlene Ballou approve the VeeOne Agreement. Motion Carried.

Marlene Ballou made a motion, seconded by Anne Miller to approve the Flowstate Agreement. Motion Carried.

Suzanne Cooner presented the PAC policies: EMTALA, Confidentiality of Patient Information, Work from Home – Telecommunication.

Vicky Robinson made a motion, seconded by Brett Irlmeier to approve the PAC Policies as presented. Motion carried.

## X. CEO REPORT

Suzanne Cooner, CEO provided the following report:

- ACMH worked with seven other hospitals in the western region of Iowa to provide medical supplies and equipment to Nova Ukraine, a non-profit organization involved in large scale humanitarian and disaster relief for Ukraine. ACMH donated our expired or excess medical supplies including IV solutions and

supplies, tourniquets, gauzes, bandages, gloves, needles, as well as trauma care supplies and surgical supplies.

- Audubon County has gone 22 days without a reportable COVID case, so we are loosening a few COVID measures. We are no longer COVID testing surgical patients unless there is a clinical reason to do so.
- ACMH has started the roofing project which should be finished by March 25<sup>th</sup>.
- The new Community Education Center (old storage room) is finished except for some audio-visual equipment and ready for occupancy. Public Health has already moved into their new offices.
- ACMH will be converting our electronic medical record to EPIC on May 6, 2022. Staff training for the new system will start next week.
- New employees: Jennifer Schneider, RN House Supervisor
- Employee Resignations: Chelsea McCool, OPC/Wound Care RN and Susie Peters, Clinic Receptionist.

#### **XI. EXECUTIVE CLOSED SESSION IOWA CODE 21.5(l)i) – CEO EVALUATION**

Brett Irlmeier made a motion, seconded by Vicky Robinson to move into executive closed session at 1:50 p.m. Motion carried.

Brett Irlmeier made a motion, seconded by Anne Miller to move out of executive closed session at 2:20 p.m. Motion carried.

#### **Board Comments**

Suzanne Cooner discussed current medical staff recruitment efforts.

#### **XII. ADJOURNMENT:**

The meeting adjourned at 2:42 p.m. with a motion by Brett Irlmeier and seconded by Anne Miller. Motion carried.

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Michelle Sprague, Board Chair

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Marlene Ballou, Board Secretary/Treasurer