

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

December 15, 2022 at 12 Noon

Board Room

ATTENDNACE	
Board Members Present:	Michelle Sprague, Marlene Ballou, Anne Miller, Mark Kessler, Vicky Robinson, Philip Beisswenger
Board Members Absent:	Brett Irlmeier
Staff Present:	Suzanne Cooner, Paul Topliff, Melinda Alt, Haillie Bruch
I. CALL TO ORDER	
Michelle Sprague, Board Chair, called the meeting to order at 12:04 p.m.	
II. AGENDA APPROVAL	
Mark Kessler 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	
Mark Kessler made a motion, seconded by Michelle Sprague to approve the November 17, 2022 meeting minutes. Motion carried.	
Anne Miller made a motion, seconded by Marlene Ballou to approve the Executive Closed Session Iowa Code 21.5(l)(i) meeting minutes. Motion carried.	
V. Oath Of Office	
Michelle Sprague, Board Chair, administered the Oath of Office to Marlene Ballou, Victoria Robinson, Anne Miller, Mark Kessler and Philip Beisswenger.	
VI. FINANCIAL REPORT	
Melinda Alt, CFO reviewed the financial reports and budget scorecard. The financial report for the month of October 2022 Operating Statement "excess of revenue over expenses" for the month was a positive \$29,560.00 YTD is a positive \$98,125 compared to budget of \$25,738.	
The General Fund CD #23552 for \$1,072,643.97, at Landmand's Bank, matured on 12/02/2022. Renewal rates for one (1) year at Audubon State Bank 3.25%, Landmand's Bank 3.32%, and Exchange State Bank 2.98%. The CD was reinvested at the highest rate of 3.32% at Landmand's Bank for one (1) year.	
Marlene Ballou made a motion seconded by Mark Kessler to approve the financials. Motion Carried.	
VII. MEDICAL STAFF REPORT AND CREDENTIALING	

Suzanne Cooner, Chief Executive Officer, gave the medical staff report and credentialing recommendations. The following initial appointments, reappointments and resignation from the medical staff were reviewed:

Consulting Medical Staff:

1. Jedd Hagen, MD (West Central Pathology)
2. Eric Jensen, DPM (McFarland Clinic)

Allied Health Staff:

1. Shelby Mescher, ARNP (Iowa Heart Center)
2. Melissa Snyder, CRNA (Heartland Anesthesia, P.C.)

Resignations:

1. Francis Thornton, MD (Iowa Radiology)
2. Kenneth Tierney, ARNP (Wapiti Medical Staffing)

Based on this review, it is the Board's opinion that the above applicants meet the requirements for Medical Staff reappointments and resignation of privileges.

Mark Kessler made a motion, seconded by Vicky Robinson approve the above credentialing. Motion carried.

VIII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Paul Topliff gave the Risk Management Report.

Paul Topliff gave the Compliance and Quality Report (see attached).

IX. REVIEW AND APPROVALS

Paul Topliff presented the following PAC policies for approval:

- Employee Immunizations Program – Updated
- COVID-19 Isolation Room Cleaning – Updated
- Sexual Assault Cases – New
- Sexual Assault Chain of Custody – New

Paul Topliff presented the Dietary Manual for approval.

Marlene Ballou made a motion seconded by Mark Kessler to approve the Dietary Manual and the PAC policies as presented. Motion Carried.

X. CEO REPORT

Suzanne Cooner, CEO provided the following report:
CEO Board Report – Dec 15, 2022

- Congratulations to Betsy Smith for her Shining Star award from St. Croix Hospice for her dedication to serving patients and families ensuring they receive the care they deserve.
- Congratulations to Justina Kohout for passing her limited radiology boards.
- Cassey Neumann, RN, has been promoted from Nurse Manager to Director of Med-Surg/ED.
- New Employees: Dr. Jon Swanson began his employment on Dec 5, 2022. He began seeing patients on Dec 9th. He will be scheduled to work at the Audubon Clinic on Mon, Wed, and Friday in Exira on Tuesdays. Brandi Schmitt began employment on Dec 12th as a CMA/Laboratory Assistant in the Lab Department.

- Drees Company installed the new electronic valves and thermostats to Patient rooms 222, 223, 224, and 225 and Pharmacy and east corridor. This will enable better room temperature control.
- Three of our new beds arrived for the Med-Surg unit. These will be much more comfortable for the patients and have improved clinical features to prevent pressure ulcers.
- ACMH participated in the Audubon Festival of Trees and put up a display downtown for the holidays which has been very popular this year.
- Mask Wearing – We are currently listed as high transmission rate in Audubon County for Flu and RSV and remain low transmission level for COVID, Flu, and RSV. We are advising staff to wear a mask if they come in contact with patients or visitors with respiratory illness. Patients or visitors with respiratory illness should be encourage to put a mask on as well. We are not at a point of requiring staff to go back to universal masking, but we are monitoring the spread of illness in our county closely with Public Health.

XII. BOARD COMMENTS:

The Board of Trustees approved to seek two additional requests for proposals from Berkshire Hathaway located in Harlan, Iowa, as well as Shellie Haluska with Edward Jones, in Carroll, Iowa.

Michelle Sprague asked administration to reconsider the use of the fitness center for public use at least until the Rec Center is fully open for fitness activities. Suzanne will contact the Rec Center board member to discuss length of time until their fitness area is fully operational.

Two board members discussed some personal patient experiences and focus on patient satisfaction.

XIII. ADJOURNMENT

The meeting adjourned at 1:48 p.m. with a motion by Marlene Ballou and seconded by Mark Kessler. Motion carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer

PAC Policies:

- Employee Immunizations Program – Updated
- COVID-19 Isolation Room Cleaning – Updated
- Sexual Assault Cases – New
- Sexual Assault Chain of Custody – New