

Audubon County Memorial Hospital Board of Trustees
Annual Meeting Minutes
 January 26, 2023 at 12 Noon
 Board Room

ATTENDNACE	
Board Members Present:	Michelle Sprague, Brett Irlmeier, Marlene Ballou, Vicky Robinson, Philp Beisswenger,
Board Members Absent:	Anne Miller, Mark Kessler
Staff Present:	Suzanne Cooner, Paul Topliff, Melinda Alt, Dr. Maire, Melanie Larsen, Haillie Bruch
I. CALL TO ORDER	
Michelle Sprague, Board Chair, called the meeting to order at 12:00 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	
Brett Irlmeier made a motion, seconded by Marlene Ballou to approve the December 15, 2022 meeting minutes. Motion carried.	
V. FINANCIAL REPORT	
<p>Melinda Alt, CFO reviewed the financial reports and budget scorecard. The financial report for the month of December 2022 Operating Statement "excess of revenue over expenses" for the month was a positive \$104,375.00 YTD is a positive \$202,501.00 compared to budget of \$30,885.00.</p> <p>CD #23385 for \$1,105,055.34, at Landmand's Bank, matured on 12/30/2022. Renewal rates for one (1) year at Audubon State Bank 3.88%, Landmand's Bank 3.64%, and Exchange State Bank 3.72%. The CD was reinvested at the highest rate of 3.88% at Audubon State Bank for one (1) year.</p> <p>The General Fund CD #23402 for \$744,650.25, at Landmand's Bank, matured on 01/23/2023. Renewal rates for one (1) year at Audubon State Bank 3.88%, Landmand's Bank 3.95%, and Exchange State Bank 4.15%. The CD was reinvested at the highest rate of 4.15% at Exchange State Bank for one (1) year.</p> <p>The Plant Fund CD #23403 for \$439,605.60, at Landmand's Bank, matured on 01/23/2023. Renewal rates for one (1) year at Audubon State Bank 3.88%, Landmand's Bank 3.95%, and Exchange State Bank 4.15%. The CD was reinvested at the highest rate of 4.15% at Exchange State Bank for one (1) year.</p> <p>Vicky Robinson made a motion seconded by Brett Irlmeier to approve the financials. Motion Carried.</p>	

VI. MEDICAL STAFF REPORT AND CREDENTIALING

Dr. Maire, Chief of Staff, gave the medical staff report and credentialing recommendations. The following initial appointment, reappointment and resignations from the medical staff were reviewed:

Initial appointment to Allied Health Staff:

1. Nicole Topliff, ARNP) Walnut Creek Psychiatry)

Reappointment to Allied Health Staff:

1. Christina Smith, CRNA (JC Anesthesia)

Resignations:

1. Melissa Loomis, ARNP (Wapiti Medical Staffing)
2. Kassandra Mellott, PA-C (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 resignations of privileges.

Brett Irlmeier made a motion, seconded by Marlene Ballou to approve the above credentialing. Motion carried.

Melanie Larsen presented the Summary of Operations report.

VII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Melanie Larsen gave the Risk Management and Compliance Reports. No concerns reported. Melanie Larsen gave the Quality Report (see attached).

VIII. ANNUAL DOCUMENT REVIEW AND APPROVALS

Suzanne Cooner, CEO, presented the following annual document reviews:

- Annual review of the Board of Trustees Bylaws with amendment to Article IV, Section 4.02. changing term limits from six years to 4 years due to state law change.
- Annual review of the Medical Staff Bylaws – No changes
- Annual Review of the Medical Staff Rules/Regulations – No changes

Melanie Larsen, RN, BSN, Performance Improvement Director, presented the following annual documentation reviews:

- Annual Compliance and Education for Board of Trustees
- Annual Board of Trustees Conflict of Interest – Disclosure of Interest form
- Annual Code of Conduct Education for Board of Trustees
- Compliance Reporting System Policy Review

Hailie Bruch, Human Resources Specialist, provided the Annual Human Resources Report for the Board of Trustees. (see attached). Hailie will bring more specific information about employee turnover to the next board meeting.

Brett Irlmeier made a motion seconded by Marlene Ballou to approve the Annual Documentation Reviews including the Board Bylaws change and the Medical Staff Bylaws and Rules and Regulations as presented. Motion carried.

IX. APPROVALS

Paul Topliff presented the following PAC policies for approval:

- Chemical Contact Times – updated
- COVID-19 Employee Protection Plan
- Employee Immunizations Program – updated
- Photographing, Video Recording, Audio Recording & Other Imaging of Patients – updated

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

Suzanne Cooner presented the Wealth Management Financial Services proposals. Three companies submitted proposals in a timely manner. They included:

- Ameriprise, LLC – Jenny Johnson
- True Wealth Nation – John Sklenar
- Hough and Zaccone Investment Management – Joe Zaccone

The board will discuss further in the next board meeting.

X. CEO REPORT

Suzanne Cooner, CEO provided the following report:

CEO Board Report – January 26, 2023

1. New Employees – Boni Johnson, R.N. started January 16th and will be working in the Rural Health Clinic as Dr. Swanson’s nurse.
2. Employee Resignations – Marie Wiskus, Clinic Receptionist resigned on January 17th. We have hired her replacement.
3. Doni Webb, Locums Lab Technician will be here until March to help with staffing the lab. We have an offer letter out to a potential candidate for a lab phlebotomist position.
4. We have decided to open the fitness center back up to public members from 5 am to 5 pm Monday through Friday effective Feb 1, 2023. The fitness center door will be unlocked from 5 am to 5 pm Monday through Friday. It is not open to the general public on weekends. We will not advertise this because we really don’t want a lot of people in the fitness center during times PT needs to use it.
5. President Biden signed a \$1.7 trillion omnibus appropriations bill that included some **extensions that will benefit ACMH**. The bill includes \$773 billion for nondefense discretionary spending including several health provisions:
 - **Behavioral health funding** for programs addressing mental illness, substance use disorder and crisis response.
 - **Emergency preparedness improvements** including cybersecurity of medical devices and unique patient identifiers.
 - **PAYGO sequester delay** to the end of 2024. (This would have been a 4% cut in our Medicare funding had it not been stopped)
 - **Provisions to workforce initiatives** including graduate medical education, nursing and allied health education, and reauthorization of the Public Health Workforce Loan Repayment Program.
 - **Telehealth service extensions** including expanding originating site and eligible practitioners and extending ability for rural health clinic to provide telehealth services.
6. Cassey Neumann, Med/Surg and ED Director was selected as a 2023 Great Iowa Nurse. This is quite a big honor, and we are very proud of her.
7. The OR lights are being installed this week in the main OR suite. This adds a boom arm to offer more space for the team to move around and improved the lighting.
8. ACMH Administration will present the annual state of the hospital report to the County Board of Supervisors next Tuesday.

XI. EXECUTIVE CLOSED SESSION IOWA CODE 21.5(l)(c)

Marlene Ballou made a motion seconded by Vicky Robinson to move into executive closed session at 1:10 p.m. Motion Carried.

Brett Irlmeier made a motion seconded by Vicky Robinson to move out of executive closed session at 2:22 p.m. Motion Carried.

XII. BOARD COMMENTS:
No further discussion at this time.
XIII. ADJOURNMENT
The meeting adjourned at 2:23 p.m. with a motion by Marlene Ballou and seconded by Brett Irlmeier. Motion carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer

PAC Policies:

- Chemical Contact Times – updated
- COVID-19 Employee Protection Plan
- Employee Immunizations Program – updated
- Photographing, Video Recording, Audio Recording & Other Imaging of Patients – updated