

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

August 24, 2023 at 12 Noon

Board Room

ATTENDNACE

Board Members Present:	Michelle Sprague, Brett Irlmeier, Marlene Ballou, Mark Kessler, Anne Miller, Philip Beisswenger
Board Members Absent:	Vicky Robinson
Staff Present:	Suzanne Cooner, Paul Topliff, Melinda Alt, Al Comito, Dr. Maire, Melanie Larsen, Haillie Bruch

I. CALL TO ORDER

Michelle Sprague, Board Chair, called the meeting to order at 12:00 p.m.

Jenny Johnson, Financial Advisor from Ameriprise Financial Services, LLC, presented the Investment options Ameriprise Financial offers, as well as provided informational folders with handouts.

II. AGENDA APPROVAL

Mark Kessler made a motion, seconded by Brett Irlmeier 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 Mark Kessler to approve the July 27, 2023 meeting minutes. Motion carried.

VI. FINANCIAL REPORT

Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month of July 2023 Operating Statement "excess of revenue over expenses" was a positive \$1,927.00. YTD is a positive \$1,927.00 compared to the budget of \$8,707.00.

CD# 23645, at Landmand's Bank, for \$564,457.06 matured on 08/03/2023. Bids from Landmand's Bank 4.85%; Audubon State Bank 4.75% and Exchange State Bank 4.80%. The CD was reinvested at the highest rate of 4.85% at Landmand's Bank for one (1) year.

Mark Kessler made a motion seconded by Brett Irlmeier to approve the financials. Motion Carried.

After reviewing the financials and presentation materials provided by Jenny Johnson at Ameriprise Financial Services, LLC, The Audubon County Memorial Hospital and Clinics Board of Trustees discussed investing one million dollars (\$1,000,000.00) from the Plant Funds Savings Account. Marlene Ballou made a motion, seconded by Mark Kessler to proceed with investing one million dollars (\$1,000,000.00) from the Plant Funds Savings Account, with 50/50 split between stocks and bonds working with Jenny Johnson at Ameriprise Financial Services, LLC. Motion carried. Brett Irlmeier recused himself from the vote due to a conflict of interest.

VII. MEDICAL STAFF REPORT AND CREDENTIALING

Dr. Maire gave the medical staff report and credentialing recommendations. The following initial appointments and reappointments to the medical staff were reviewed:

Initial Appointments to Allied Health Staff:

1. Patricia Blackledge, ARNP (Wapiti)
2. Paige Hektoen, ARNP (Flowstate)

Reappointment to Active Medical Staff:

3. Jeffrey Maire, DO (ACMH)

Reappointment to Allied Health Staff:

4. Ruth Petros, CRNA (Heartland Anesthesia)

Resignations:

1. Michelle Rebelsky, MD (ACMH)
2. Fatemeh Farshami, MD (VeeOne Health)
3. Jennifer Gravenish, ARNP (Flowstate Health)

Based on this review, it is the Board's opinion that the above applicant meets the requirements for Medical Staff initial appointments, reappointments and resignations of clinical privileges.

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

VIII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Melanie Larsen gave the Risk Management and Quality Report.

Melanie Larsen gave a Compliance update.

Melanie Larsen presented the Compliance PEPPER report for 2022.

Paul Topliff presented the Summary of Operations Report (see attached).

IX. APPROVALS

Paul Topliff presented the PAC policies for approval (see list below).

- Boiler & Elevator Inspections & Certificates – Updated
- Medication Administration Personnel – Updated
- Secured Text Messaging via Tiger Text – Updated
- Emergency Obstetric Delivery – Updated
- Nutrition Assessment Screening & Supplements – Updated
- Purchasing – New
- Fire Watch – Updated
- Abuse/Neglect – Updated
- Restraint & Seclusion - Updated

After review of the PAC policies, Mark Kessler made a motion, seconded by Marlene Ballou to approve the PAC policies as presented. Motion carried.

Suzanne Cooner presented the Medical Staff Bylaws update as recommended by the Medical Staff for approval. The update includes the revision of the provisional period at initial appointment from six (6) months to one (1) year.

Mark Kessler made a motion, seconded by Marlene Ballou to approve the updated Medical Staff Bylaws as presented. Motion Carried.

X. CEO REPORT

New Employees

1. New Employees – Marie Nelson, RN (OPC/Surgery); Sebastian Strong, Plant Operations Specialist (Plant Operations); Angela Albertsen, RN (OPC/Surgery) will start on 08/28/2023.

Robert Stessman will be a PRN Pharmacist – orientation date will be announced in September.
Amy Gilbert, C.N.A-Night Shift (Med-Surg/ED) will start on 09/11/2023.

2. Megan Bowen was promoted to HIM Lead; Kandi Tague was promoted to Business Office Liaison and Haillie Bruch was promoted to Human Resource Manager.
3. Employee Retirements – Linda Holland, RN (OPC/Surgery) is retiring on 09/05/2023.
4. Public Health Update: Audubon County Public Health advised that COVID-19 vaccinations for the fall will be changing, and the new vaccine won't be out until late September. The government will no longer cover the costs of the vaccine and the vaccine companies are charging \$130.00 per dose.
5. ACMH will be completing a tabletop drill on August 31st and full-scale drill September 7th regarding Anhydrous Haz/Mat simulated situation.
6. The 2022-2023 Annual Report was reviewed with the Board of Trustees.

XII. BOARD COMMENTS:

Suzanne Cooner discussed plans to begin hiring an additional family physician. The board discussed CEO succession planning and would like Suzanne to begin drafting a job posting for board review.

XIII. ADJOURNMENT

The meeting adjourned at 2:27 p.m. with a motion by Marlene Ballou and seconded by Anne Miller.
Motion carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer

PAC Policies:

- Boiler & Elevator Inspections & Certificates – Updated
- Medication Administration Personnel – Updated
- Secured Text Messaging via Tiger Text – Updated
- Emergency Obstetric Delivery – Updated
- Nutrition Assessment Screening & Supplements – Updated
- Purchasing – New
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