

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

October 26, 2023 at 12 Noon

Board Room

ATTENDANCE	
Board Members Present:	Michelle Sprague, Vicky Robinson, Anne Miller, Philip Beisswenger, Mark Kessler, Brett Irlmeier
Board Members Absent:	Marlene Ballou
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	
Philip Beisswenger 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	
Vicky Robinson made a motion, seconded by Anne Miller, to approve the September 28, 2023, meeting minutes. Motion carried.	
V. FINANCIAL REPORT	
Jeremy Behrens, CPA, from Eide Bailly presented the Audubon County Memorial Hospital and Clinics Annual Financial Audit report.	
VI. FINANCIAL REPORT	
<p>Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month of October 2023 Operating Statement "excess of revenue over expenses" was a negative \$65,801.00. YTD is a negative \$80,645.00 compared to the budget of \$8,708.00.</p> <p>CD #38773, at Landmand's Bank, for \$691,286.21 matured on 10/23/2023. Bids from Landmand's Bank 5.35%; Audubon State Bank 5.4% and Exchange State Bank 4.8%. The CD was reinvested at the highest rate of 5.4% at Audubon State Bank for one (1) year.</p> <p>CD #38772, at Landmand's Bank, for \$323,391.11 matured on 10/23/2023. Bids from Landmand's Bank 5.35%; Audubon State Bank 5.4% and Exchange State Bank 4.8%. The CD was reinvested at the highest rate of 5.4% at Audubon State Bank for one (1) year.</p> <p>Mark Kessler made a motion seconded by Brett Irlmeier to approve the financials. Motion Carried.</p> <p>Melinda Alt, CFO, presented the Resolution Naming Depositories information to the Board of Trustees. Melinda will investigate whether we will need to have the resolution naming depositories with specific amounts, or not. Melinda will present the information at the Board of Trustees meeting in November.</p>	

VII. MEDICAL STAFF REPORT AND CREDENTIALING

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

Initial Appointment to Allied Health Staff:

1. Shana Martinez, ARNP (Wapiti Medical Staffing)

Reappointment to Consulting Medical Staff:

1. Robert Warner, MD

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

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

VIII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Melanie Larsen gave the Quality Report.

Melanie Larsen gave the Risk Management Report.

Melanie Larsen gave a Compliance update.

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

IX. APPROVALS

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

- Animal Bites – new
- Continuing Education and Training of Respiratory Therapy Personnel – updated
- End Tidal Carbon Dioxide Detection – updated
- Oxygen Therapy – updated
- Pulmonary Function Testing Equipment Operation, Care and Maintenance – updated
- Pulmonary Function Testing – updated
- Metered Dose Inhaler – updated
- Documentation of Respiratory Care – updated
- Disinfecting Curtains – updated
- Patients Home Medication – updated

After reviewing the PAC policies, Mark Kessler made a motion, seconded by Philip Beisswenger, to approve the PAC policies as presented. Motion carried.

X. CEO REPORT

Suzanne Cooner presented the CEO Board Report for October:

- New Employees – Amy Gilbert, C.N.A./Ward Clerk, night shift, Med-Surg/ED; Breanna Mennenoh, RN, PRN night shift; Med-Surg/ED; Robert Stessman, PRN Pharmacist will be starting on October 31st.
- The EPIC Fall Upgrade is scheduled for Saturday, October 28th from midnight to 5:00 p.m.
- The next Welcome to Medicare Seminar will be held on Wednesday, November 8th, in the Community Health Center from 7:00 PM – 9 PM. Registration is due by October 31st.
- Dr. Vampola hosted the Chamber Coffee with Dr. Anderson (OB with Myrtue) on October 20th. She also held a Pop-Up Pilates class on October 21st. Both events were a great success!
- The ACH Foundation is a proud recipient of the IMT Community Contest Grant for the ACMH program the Community Breast Health Education Series.
- Don't forget to go to our FACEBOOK page once a week and Like and Share our postings! Help spread the word!
- Employees Club is celebrating Trunk or Treat, Sunday October 29, 5:30-6:30pm North parking lot.
- The Foundation will be selling holiday wreaths again this year as a fundraiser for \$35 each. Pick Up Day (REC Center) Wednesday, November 29th 8:00 – 3:00 PM.
- ACMH employees participated in the Exira Community Service Project, preparing for tree planting on October 9th and the Exira Fall festival on October 7th and Audubon High School AHS homecoming parade on October 6th.
- ACMH employees, including physicians, did a great job showcasing healthcare professions at the ACED Career Day at the Agrihall on October 6th. This was a huge success, and we were able to discuss

potential for student loan reimbursement for students who come to work at ACMH and possible summer internships for Audubon County students this summer.

- This year's Daisy Award winner was Bridget Jensen, RN on Med/Surg and ED. She was nominated by a family member of a patient she cared for.

XII. BOARD COMMENTS:

Board discussion of CEO succession planning with Suzanne Cooner, CEO.

XIII. ADJOURNMENT

The meeting adjourned at 2:16 p.m. with a motion by Mark Kessler and seconded by Philip Beisswenger. Motion carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer