

**Audubon County Memorial Hospital Board of Trustees**  
**Annual Meeting Minutes**  
January 25, 2024, at 12 Noon  
Board Room

<b>ATTENDANCE</b>	
<b>Board Members Present:</b>	Michelle Sprague, Brett Irlmeier, Marlene Ballou, Anne Miller
<b>Absent:</b>	Vicky Robinson, Mark Kessler
<b>Staff Present:</b>	Suzanne Cooner, Paul Topliff, Melinda Alt, Al Comito, Melanie Larsen, Haillie Bruch
<b>I. CALL TO ORDER</b>	
Michelle Sprague, Board Chair, called the meeting to order at 12:01 p.m.	
<b>II. AGENDA APPROVAL</b>	
Marlene Ballou made a motion, seconded by Brett Irlmeier, to approve the agenda in accordance with the Code of Iowa Open Meetings Law. Motion carried.	
<b>III. PUBLIC COMMENTS</b>	
No public comments.	
<b>IV. CONSENT AGENDA</b>	
Anne Miller made a motion, seconded by Marlene Ballou to approve the December 21, 2023, meeting minutes. Motion carried.	
<b>V. ELECTION OF OFFICERS</b>	
Election of Officers: Board members nominated the following board members to officer positions for two-year terms: <ul style="list-style-type: none"><li>• Michelle Sprague – Board Chair</li><li>• Brett Irlmeier – Board Vice Chair</li><li>• Marlene Ballou – Secretary/Treasurer</li></ul>	
Marlene Ballou made a motion seconded by Brett Irlmeier to formally approve the slate of board officers to a two-year term. Motion carried.	
<b>VI. FINANCIAL REPORT</b>	
Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month of December 2023 Operating Statement "excess of revenue over expenses" was a positive \$60,840.00. YTD is a negative \$155,598.00 compared to the budget of \$8,708.00.	
CD #38845 for \$1,148,347.38 at Audubon State Bank matured on 12/30/2023. Bids from Audubon State Bank 4.85%; Landmands Bank 4.80% and Exchange State Bank 4.75%. The CD was reinvested at the highest rate of 4.85% at Audubon State Bank for one year.	

Marlene Ballou made a motion seconded by Brett Irlmeier to approve the financials. Motion Carried.

Next month is the County Tax Budget approval, which Melinda will be presenting at the February 2024 Board meeting.

#### **VI. MEDICAL STAFF / CREDENTIALING / REPORT – PHYSICIAN DISCUSSION WITH BOARD**

Suzanne Cooner, CEO, gave the Medical Staff report and credentialing recommendations. The following initial appointment, reappointment, and resignation to the medical staff were reviewed:  
Initial Appointment to Consulting Medical Staff:

1. William Napier, MD (Independent Contracted Family Physician)
2. Ghaith Aboud, MD (Avel Hospitalists-Acute Inpatient)
3. Blake Heinz, MD (Avel Hospitalists-Acute Inpatient)
4. Aaron Craig, DO (Avel Hospitalists-Acute Inpatient)
5. Sherif Latif, MD (Avel Hospitalists-Acute Inpatient)
6. Rovie Theresa Mesola, MD (Avel Hospitalists-Acute Inpatient)
7. Karim Saleeby, DO (Avel Hospitalists-Acute Inpatient)

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

Brett Irlmeier made a motion, seconded by Anne Miller to approve the above credentialing recommendations. Motion carried.

#### **VII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT**

Melanie Larsen reported on the January Quality meeting.

Melanie Larsen reported on the MIPS and Performance Improvement data.

Melanie Larsen reported on the Quarterly Infection Prevention Meeting.

Melanie Larsen gave the Risk Management Report.

Melanie Larsen gave the Compliance Report.

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

#### **VIII. ANNUAL DOCUMENT REVIEW AND APPORVALS**

Michelle Sprague presented the Board of Trustees Bylaws for approval. There were no recommendations for changes.

Marlene Ballou made a motion, seconded by Brett Irlmeier to approve the Board of Trustees Bylaws as presented with no recommended changes. Motion carried.

Suzanne Cooner presented the Medical Staff Bylaws and Rules and Regulations for approval. There were no recommended changes from the Medical Staff.

Brett Irlmeier made a motion, seconded by Anne Miller, to approve the Medical Staff Bylaws and Rule and Regulations as presented. Motion carried.

Melanie Larsen, Compliance Officer, provided the following annual documentation and training reviews:

- Annual Compliance and Education for Board of Trustees
- Annual Conflict of Interest – Disclosure of Interest form

- Compliance Reporting System Policy – Review

Haillie Bruch, HR Manager, provided the Annual Human Resources Report to the Board of Trustees.

## **IX. APPROVALS**

Paul Topliff presented the following PAC policies for approval:

Paul Presented the following policies to the Medical Staff for approval.

- Advanced Directives – updated
- Private Pay Services – updated
- Delirium Prevention and Management – New
- Blood Product Transfusion – updated
- Patient Home Medication – updated

After reviewing the PAC policies, Anne Miller made a motion, seconded by Brett Irlmeier, to approve the PAC policies as presented. Motion carried.

Paul Topliff presented the Mammotome Sentimag Gen 2 purchase for \$36,750.00 for approval. Dr. Maire will be using this on breast cancer patient procedures. This device helps detect the appropriate amount of breast tissues needing removed.

Brett Irlmeier made a motion seconded by Marlene Ballou to purchase the Mammotome Sentimag Gen 2 demo model at \$36,750, with the authority to purchase a new Mammotome Sentimag Gen 2 for up to \$80,000 if the demo model does not perform as expected. Motion carried.

## **X. CEO REPORT**

### **CEO Board Report – January 25, 2024**

- New Employees – Nicole Hayworth, FT CRNA; Alicia Wedemeyer, RN, OPC/Surgery both started in January.
- Resignations: Todd Lashe, Plant Operations; Sebastian Strong, Plant Operations.
- Dr. Christensen (Orthopedics) will no longer be coming to ACMH after February 2<sup>nd</sup>.
- Dr. Goding (Orthopedics) will be increasing his clinic/surgery days to the 1<sup>st</sup> and 3<sup>rd</sup> Wed mornings and the 2<sup>nd</sup> and 4<sup>th</sup> Fridays.
- Administration was notified by Mercy One/ Iowa Heart that they will no longer be providing a physician cardiologist onsite after July 1, 2024, to most of their rural hospitals including ACMH. Dr. Ulveling will be providing telemedicine services only from the Ames office after that date. Shelby Mesher, ARNP will continue to see patients at ACMH Outpatient Clinics.
- ACMH terminated the agreement for Dr. Busick (Endocrinology) due to lack of referrals. We have added the services of Dr. Orris (Rheumatology) who will begin seeing patients via telemedicine in March.
- The Carroll High School Student Exploration group will be visiting ACMH on Feb 1<sup>st</sup> to learn more about opportunities in healthcare.
- ACMH has engaged the Medicus Firm for recruitment of a family medicine physician.
- ACMH interviewed Dr. John Lothrop on January 23<sup>rd</sup> for the open family medicine position.
- Thea Guest, LISW, has joined the Touching Lives Center, located at ACMH. She will be providing social services one day a week.

- Suzanne will contact IHA to send out the Board Annual Survey to the board of trustees. IHA will reach out to each of the board members directly to complete the survey. The survey results will be reviewed in the February board meeting.
- IHA virtual governance forum is March 5, 2024, this year from 8:00 a.m. to 5:00 p.m. If you are interested in joining virtually or in person, please let Suzanne know and she will sign you up.

**XII. BOARD COMMENTS:**

Discussion of update on filling the vacant position on the ACMH Board of Trustees.

**XIII. ADJOURNMENT**

The meeting adjourned at 1:44 p.m. with a motion by Anne Miller and seconded by Marlene Ballou. Motion carried.

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Michelle Sprague, Board Chair

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Marlene Ballou, Board Secretary/Treasurer