

**Audubon County Memorial Hospital Board of Trustees**  
**Meeting Minutes**  
September 26, 2024, at 12 Noon  
Board Room

ATTENDNACE	
<b>Board Members Present:</b>	Michelle Sprague, Marlene Ballou, Brady Griffin, Brett Irlmeier, Vicky Robinson
<b>Absent:</b>	Mark Kessler, Anne Miller
<b>Staff Present:</b>	Suzanne Cooner, 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	
Brett Irlmeier made a motion, seconded by Brady Griffin, to approve the agenda, with the removal of the word “Annual” from the title, 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 August 22, 2024, meeting minutes. Motion carried.	
V. Ameriprise Investment Update	
Jenny Johnston, from Ameriprise Financial, gave an update on the Audubon County Memorial Hospital and Clinics investments. Discussed treasuries and corporate bond ladders as well as other options of short-term investments.	
VI. FINANCIAL REPORT	
Melinda Alt, CFO, reviewed the financial reports, budget scorecard, balance sheet, monthly cash summary, and accounts receivables. The financial report for the month of August 2024 Operating Statement was a positive \$8,021 and YTD is a positive \$158,528. Marlene Ballou made a motion, seconded by Vicky Robinson, to approve the financials. Motion Carried.	
Melinda Alt will contact Jenny Johnston from Ameriprise Financial for options and recommendations of investments into treasuries/bonds to make recommendations for short-term, mid-term and long-term options for financial investments. Melinda will report back to the board in the October meeting.	

## **VII. MEDICAL STAFF / CREDENTIALING / REPORT**

Suzanne Cooner gave the Medical Staff report and credentialing recommendations. The following request for additional privileges and resignations from the medical staff were reviewed:

Request for Additional Privileges:

1. Brian Jacobs, CRNA – Pain Specialist – Arthrogram privileges

Resignation from Consulting Medical Staff:

1. Zeyad Morcos, MD – Neurologist from VeeOne Health

Action: Based on this review, it is the Board's opinion that the above applicants meet the requirements for Medical Staff resignation of privileges and request for additional privileges is based on the supporting documentation, and documented appropriate education, training, experience, and current competency, from information received during the privilege process.

Vicky Robinson made a motion, seconded by Brady Griffin, to approve the above credentialing recommendations. Motion carried.

Suzanne shared that several APP charts will be sent out to an outside reviewer for focused peer review at the direction of the medical staff.

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

Melanie Larsen reported on the August Quality meeting.

Melanie Larsen reported on MIPS and Promoting Interoperability data.

Melanie Larsen gave the Risk Management Report.

Melanie Larsen gave the Compliance Report.

Melanie Larsen presented the Summary of Operations Report (see attached).

## **IV. APPROVALS**

The recommendation was made for forming an internal committee within the ACMH Board of Trustees for CEO succession application review. The board directed Senior Administrative staff along with Human Resources to complete the initial review of candidates and make recommendations to the committee. Michelle Sprague, Brett Irlmeier, and Vicky Robinson will be on the committee. Dave Bird, the CEO from Jennie Edmundson, will have the opportunity to review the final CEO applications. The Board discussed the original commitment they made to Suzanne Cooner, CEO, when she announced her retirement, to keep her employed as the CEO at least through July 11, 2024.

Brett Irlmeier made a motion, seconded by Vicky Robinson to continue to employ Suzanne Cooner as the CEO, based on employment performance and according to compliance with the Employment Agreement, through the date of July 11, 2024. Motion carried.

Melanie Larsen presented the PAC policies for approval.

Infection Prevention:

1. Non-Critical Patient Care Equipment Cleaning/Disinfecting – Updated Equipment cleaned by Env Services.
2. Infection Prevention and Control Program Plan – Updated language policies and procedures based on OSHA, CDC, reprocessing information for surgery related to critical usage level, protocols for infectious diseases and accountability for the Governing Body reviewing the

program.

#### Employee Health

3. Employee Illness Reporting and Restrictions – Updated may return 24 hours after fever and s/s free, wear mask for 5 days.

#### Employee Health

4. Employee Illness Reporting and Restrictions – updated

#### Nursing Services

5. Stroke Protocol - (renamed *Stroke Alert Activation and Interventions*)
6. Blood Product Transfusion – updated

#### Emergency

7. Sexual Assault Cases - updated

#### New Nursing Services

8. Post-Acute Stroke Patient Education – new

Action: Vicky Robinson made a motion, seconded by Marlene Ballou, to approve the PAC policies as presented. Motion carried.

Suzanne Cooner presented the contract for Dr. Saima Zafar, for Cardiology and Obesity Medicine services at ACMH.

Brady Griffin made a motion, seconded by Marlene Ballou to approve the contract for Dr. Saima Zafar. Motion carried.

Suzanne Cooner presented the contract for Dr. Mark Gotto, for ENT services at ACMH.

Brady Griffin made a motion, seconded by Marlene Ballou to approve the contract for Dr. Mark Gotto, ENT, services contract.

Suzanne Cooner presented the contract for Rosa Stocker, ARNP, as an ARNP dermatology contracts. Brady Griffin made a motion, seconded by Marlene Ballou to approve the Rosa Stocker, ARNP, Dermatology contract. Motion Carried.

Suzanne Cooner gave the Teledigm Health agreement update. Vicky Robinson made a motion, seconded by Brady Griffin to approval to move forward with the Teledigm Health agreement in place of the Avel eHospitalist services, but to keep the Avel eEmergency services at this time. Motion carried.

## **X. CEO REPORT**

### CEO Board Report:

1. New physicians – Dr. Mark Goto (ENT), Dr. Saima Zafar (Cardiology/Obesity Medicine), Rosa Stoker (ARNP Dermatology).
2. Still recruiting for a full time ARNP for the ED/Hospital/Clinic and a Full time Family Physician for the Hospital/Clinics.
3. New Emergency Sign was installed on the garage due to a safety concern with the old signage.
4. Administration sponsored BB's Smokin Que Food Truck last week for the end of summer staff celebration.
5. ACMH shared a booth at the Suicide Prevention Walk this past Saturday in Audubon with Lois Potthoff.
6. New wellness tests are set up for staff and the public now includes Lipid Panel \$10; Lipid Panel + Glucose \$15, Complete Metabolic Panel (CMP), Complete Blood Count (CBC). and

Lipid Panel \$45; Thyroid Stimulating Hormone (TSH) \$25; Vitamin D \$30; Hemoglobin A1C \$15.

7. Dr. Maire spoke at the Bakery on Broadway "What's Happening" about breast cancer. About 12 people attended. The presentation was very well received. An article will be coming out including press release about the Sentimag. He is scheduled to speak at the Lions Club in January.
8. New Employees: Megan Railsback, PRN Radiology Technician (Sept 5th), Radiology; Kelby Eck, FT, RN House Supervisor and Trauma Coordinator Med/Surg/ED (Sept 3<sup>rd</sup>), and Kate Nachtman, FT RN Days, Med/Surg/ED (October 7<sup>th</sup>), Toby Steckler (Lab Technical Supervisor) date TBD.
9. Sentimag Platform:  
We are excited to share that ACMH has become the first facility in the area to offer a new technology which more accurately identifies and removes breast cancers. You may have already seen the attached press releases in the Audubon paper. Marketing with these articles will continue throughout Breast Cancer Awareness Month.
10. Breast Cancer Awareness Month: The Foundation has made a \$1000 donation to the Radiology Department to purchase gifts for all patients who come in for their mammography for this upcoming year. The Radiology Department also received a \$500 grant from Positive Promotions to go toward the purchase of these gifts.
11. Marketing is working with departments on creating short videos (and reels) for social media and our website. These will roll out throughout October.
12. AHS Homecoming Parade: Dr. Maire, Kylie Stroehrer, Joe Otten, Willy Feldhans, and Melanie Larsen participated in representing ACMH.
13. Spartan Homecoming! Dr. Maire and Darrin Heller represented ACMH in the Spartan Homecoming Parade!

## **XII. BOARD COMMENTS:**

The Board of Trustees discussed moving the November Board meeting to Thursday, November 14, 2024, due to the possibility of a lack of quorum.

## **XIII. ADJOURNMENT**

The meeting was adjourned at 1:59 p.m. with a motion Brady Griffin and seconded by Vicky Robinson. Motion carried.

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Michelle Sprague, Board Chair

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Marlene Ballou, Board Secretary/Treasurer

Review and approval of the September PAC policies and procedures.

1. Non-Critical Patient Care Equipment Cleaning/Disinfecting
2. Infection Prevention and Control Program Plan
3. Employee Illness Reporting and Restrictions
4. Employee Illness Reporting and Restrictions
5. Stroke Protocol
6. Blood Product Transfusion
7. Sexual Assault Cases
8. Post-Acute Stroke Patient Education