

**Audubon County Memorial Hospital Board of Trustees**  
**Annual Meeting Minutes**  
June 27, 2024, at 12 Noon  
Board Room

ATTENDNACE	
<b>Board Members Present:</b>	Michelle Sprague, Marlene Ballou, Vicky Robinson, Brady Griffin, Brett Irlmeier, Mark Kessler
<b>Absent:</b>	Anne Miller
<b>Staff Present:</b>	Suzanne Cooner, Melinda Alt, Dr. Maire, Melanie Larsen.
I. CALL TO ORDER	
Michelle Sprague, Board Chair, called the meeting to order at 12:00 p.m.	
II. AGENDA APPROVAL	
Mark Kessler made a motion, seconded by Brady Griffin, 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 Mark Kessler to approve the May 30, 2024, meeting minutes with the correction of the word was in the CEO report. Mark Kessler made a motion, seconded by Marlene Ballou. Motion carried.	
INTERVIEW – DR. LISA MOFFLE	
The board members interviewed Dr. Lisa Mofle for the full time position in Family Medicine.	
VI. FINANCIAL REPORT	
<p>Melinda Alt, CFO, reviewed the financial reports, budget scorecard, balance sheet, Monthly Cash summary, accounts receivable. The financial report for the month of May 2024 Operating Statement was a positive \$25,576 and YTD is a negative \$254,845.</p> <p>2 CDs at Audubon State Bank matured 6/14/2024, CD#39053 for \$647,635.30 and CD#39054 for \$1,147,935.85. 1 CD at Landmands matured 6/14/2024, CD#23781 for \$878,605.70. Bids received for the 3 CDs were: Landmands 5.17%, Exchange State Bank 5.18% and Audubon State Bank 5.20%. Kept the 2 CDs at Audubon State Bank for 1 year and moved the Landmands CD to Audubon State Bank for 1 year.</p> <p>Mark Kessler made a motion, seconded by Brett Irlmeier, to approve the financials. Motion Carried.</p>	

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

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

Initial Appointment to Active Medical Staff:

1. Markie Sargent, PMHNP-BC, MSN (Flowstate)
2. Luis Salazar ARCE, PMHNP-BC (Flowstate)
3. Brian Wynia, DO (Iowa Radiology)

Initial Appointment to Allied Health Staff:

1. Erin Howe, DNP (Wapiti Medical Staffing)

Reappointment to Consulting Medical Staff:

1. Zachary Hill, DO (Iowa Radiology, P.C.)
2. Robert Becker, MD (Iowa Radiology, P.C.)
3. Rae McDivitt, ARNP (ACMH, ED Provider)

Resignations:

1. Kyle Stansifer

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

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

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

Melanie Larsen reported on the March 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 Laren presented the Summary of Operations Report (see attached).

## **IV. APPROVALS**

Melanie Larsen presented the Annual Quality Assessment and Performance Improvement Program Plan (QAPI), Professional Advisory Committee (PAC) Policy and Manual Approval, Annual Infection Prevention and Control Program Plan, Infection Prevention Quarterly Meeting Report, Annual Review Risk Management Report, Annual Review Utilization Review Report, Annual Integrity and Compliance Report.

Action: Vicky Robinson made a motion, seconded by Marlene Ballou, to approve the above annual reports and plans as presented. Motion carried.

Melinda Alt presented the FY 2025 Operating and Capital Budget for approval.

Action: Brett Irlmeier made a motion, seconded by Brady Griffin, to approve the FY 2025 Operating and Capital Budget. Motion carried.

Suzanne Cooner presented the annual Peer Review and Credentialing Report, annual Review and Approval of Contracts, and the annual review and approval of Clinical Department Heads.

Action: Mark Kessler made a motion, seconded by Brady Griffin, to approve the annual Peer Review and Credentialing Report, annual Review and Approval of Contracts, and the annual review and approval of Clinical Department Heads as presented. Motion carried.

Suzanne Cooner presented the following contracts for approval: GE Healthcare (New Portable X-ray Machine, InterQual (Required Utilization Review Software), Flowstate (Amendment).  
Action: After reviewing the contracts, Mark Kessler made a motion, seconded by Brady Griffin to approve the contracts as presented. Motion Carried.

#### **X. CEO REPORT**

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

1. City Ambulance has agreed to provide ground ambulance services to our patients. They will attempt to bill the patient's insurance. The hospital will be responsible at the Medicare rate if City Ambulance does not get paid by a patient. We are negotiating a contract with City Ambulance in the near future.
2. New Employees: New Employees: On June 17, 2024, Brenna Wittrock started full time nights CNA/WC on Med Surg/ED and Hannah Nelson PRN CNA/WC on Med Surg/ED.
3. Resignations: Paul Topliff, COO, Amy Schultes PRN RN Med Surg, Joan Bauer LPN, Med Surg, Carolyn Wagner, Purchasing/AP, Amy Gray RN, RHC.

#### **XII. BOARD COMMENTS:**

Suzanne reported on current leadership plans with the departure of Paul Topliff. Suzanne also presented options for a Recruitment firm for the CEO. The board directed Suzanne to try to post position nationally and within Iowa for the next few months to see if we get candidates without using a recruitment firm. Suzanne will present the CEO profile to the board at the next meeting.

#### **XIII. ADJOURNMENT**

The meeting was adjourned at 1:59 p.m. with a motion by Marlene Ballou and seconded by Brett Irlmeier. Motion carried.

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Michelle Sprague, Board Chair

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Marlene Ballou, Board Secretary/Treasurer