

Audubon County Memorial Hospital Board of Trustees
Meeting Minutes
May 22, 2025, at 12 Noon
Board Room

ATTENDANCE	
Board Members Present:	Michelle Sprague, Brett Irlmeier, Marlene Ballou, Brady Griffin
Absent:	Vicky Robinson, Mark Kessler, Anne Miller
Staff Present:	Suzanne Cooner, Melanie Larsen, Al Comito, Melinda Alt, Cassey Neumann, Dr. Maire, Haillie Bruch
I. CALL TO ORDER	
Michelle Sprague, Board Chair, called the meeting to order at 12:01 p.m.	
II. AGENDA APPROVAL	
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.	
III. PUBLIC COMMENTS	
No public comments.	
IV. CONSENT AGENDA	
Marlene Ballou made a motion, seconded by Brady Griffin to approve the March 27, 2025, meeting minutes. Motion carried.	
V. FINANCIAL REPORT	
<p>Melinda Alt, CFO, reviewed the financial reports, budget scorecard, balance sheet, monthly cash summary, and accounts receivables. The financial report for the month of April 2025 Operating Statement had a positive margin of \$14,457 with a YTD positive margin of \$360,622.</p> <p>Brady Griffin made a motion, seconded by Brett Irlmeier, to approve the financials. Motion Carried.</p> <p>CD #24212 at Landmands Bank for \$525,978.93, came up for renewal on 04/16/2025. Renewals rates were Audubon State Bank (3.70%), Landmands Bank (3.90%), Exchange State Bank (3.81%). The CD was reinvested at the highest rate of (3.90%) at Landmands Bank for 12 months.</p>	
VI. MEDICAL STAFF / CREDENTIALING REPORT	
<p>Suzanne Cooner gave the Medical Staff report and credentialing recommendations. The following requests for privileges for the medical staff were reviewed:</p> <p>Initial Appointment to Consulting Medical Staff:</p> <ol style="list-style-type: none">1. Eric Luebbert, MD (IA Radiology) <p>Initial Appointment to Allied Health Staff:</p> <ol style="list-style-type: none">1. Liv Kelly-Sellnau, ARNP <p>Reappointment to Consulting Medical Staff:</p> <ol style="list-style-type: none">1. Richard Goding, MD (St. Anthony Regional Hospital) <p>30-Day extension of Privileges for Reappointments to Allied Health Staff:</p>	

1. Jackie Wilson, ARNP (ACMH)
2. Brian Jacobs, CRNA (Midwest Pain)
3. Mikal Rassmussen, ARNP (Wapiti)

Resignation from Consulting Medical Staff:

1. James Jacob, MD (IA Radiology) – retirement - 04/30/2025
2. Ben Schwab, DO (Consilium) – contract termed

Action: Based on this review, it is the Board's opinion that the above applicants meet the requirements for initial appointments to the Active and Consulting Medical Staff and as well as the resignation of privileges from the Consulting Medical Staff based on the supporting documentation, and documented appropriate education, training, experience, and current competency, from information received during the privilege process for distant site privileging.

Brett Irlmeier made a motion, seconded by Brady Griffin, to approve the above credentialing recommendations as presented. Motion carried.

VII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Melanie Larsen reported on the Quality meeting that was held on May 20, 2025. April 2025 Quality data was presented.

Melanie Larsen reported on MIPS and Promoting Interoperability data.

Melanie Larsen gave the Risk Management Report.

Melanie Larsen gave the Compliance Report.

VIII. SUMMARY OF OPREATIONS

Cassey Neumann presented the Summary of Operations Report (see attached).

IX. APPROVALS

Melanie Larsen and Cassey Neumann presented the PAC policies and procedures for review and approval.

- Definity Imaging with Cardiac Ultrasound – Radiology – New
- Scheduling Nuclear Medicine Exams and Isotope Administration – Radiology – Updated – Changed from DMS Healthcare to Shared Medical Technology (need approval from Med Staff for our new Nuclear Med Group-Shared Medical Technology tech's to be able to administer isotopes.)
- Secure Messaging – Compliance – Updated – Changed wording to Secure messaging from Tiger Text, updated information on new secure messaging platform, updated CMS regulation change to send orders through secure messaging.
- Electronic Communication with Patients – Compliance – Updated – adding information about MyChart and secured messaging on ACMH devices
- Emergency Management and Business Continuity Plan – Emergency Preparedness – Updated – Updated IC Org Chart and for cyber-attacks see Cyber Security Plan Policy
- Tornado Disaster Plan – Emergency Preparedness – Updated – Changed the Business Office phone transfer with new phone system.
- Clostridium Difficile Management – Infection Prevention – Updated – removed chlorhexidine soap
- Infection Prevention and Control Plan – Infection Prevention – Updated – Updated new titles
- Exposure Control Plan – Infection Prevention – Updated – Updated new titles

Brett Irlmeier made a motion, second by Brady Griffin to approve the PAC policies as presented. Motion Carried.

Melanie Larsen presented the Infection Prevention and Control Program Plan for FY 2025-2026 for approval.

Marlane Ballou Made a motion second by Brady Griffin to approve the Infection Prevention and Control Program Plan for FY 2025-2026 as presented. Motion carried.

Melanie Larsen presented the Exposure Control Plan for FY 2025-2026 for approval.

Marlene Ballou made a motion second by Brady Griffin to approve the Exposure Control Plan and Attachment A as presented. Motion carried.

Melanie Larsen presented the Compliance & Integrity Work Plan and Program for FY 2025-2026 for approval.

Marlene Ballou made a motion second by Brady Griffin to approve the Compliance & Integrity Work Plan and Program for FY 2025-2026 as presented. Motion carried. Motion carried.

Michelle Sprague presented the 2024-2025 Goals for Chief Executive Officer, Suzanne Cooner.

Brett Irlmeier made a motion second by Brady Griffin to approve the 2024-2025 Goals achievements as presented. Motion carried.

X. CEO REPORT

Suzanne Cooner, CEO, gave the CEO Report

1. Adrianna (Anna) Williams, started today in the Nutrition Department as a Full-Time Cook.
2. Dr. Mandy Bartels, Internal Medicine, will be starting on July 15th.
3. Dr. Bagchi started on as our Oncologist/Hematologist. He will be coming two days once a month.
4. ACMH leadership team met with Mission Oncology based out of Des Moines, to explore opportunities to collaborate on oncology/hematology services.
5. ACMH has received a certificate of achievement for its participation in the American Heart Association's Mission: Lifeline Stroke post-acute care initiative to enhance guideline-based care for stroke patients, ultimately improving and prolonging lives.
6. Staff celebrated Hospital week last week with fun activities and prizes to honor our staff. The Employees Club held drawings for five gift baskets for employees.
7. The OR will be shut down next week for 5 days to start the humidity correction project. The project will take about a week to 10 days to complete after that.
8. June 22nd the RO water line is being run from maintenance up to surgery sterile processor.
9. We added two new handicap parking spots to also include a handicap van access spot.
10. Windows have been replaced outside of the business office hallway on second floor.
11. Dr. Jason Talmadge, ENT, will be starting on August 4, 2025.
12. Madison Obmann, ARNP will be starting in the ED in October 2025.
13. ACMH staff volunteered for the 3rd grade bike rodeo on May 15th.
14. Melanie Larsen presented the IHA Scholarship award to Payton Gust who is attending DMACC for phlebotomy, at the Audubon Senior Class Night.
15. ACMH staff participated in STEAM (Science, Technology, Engineering, Arts, and Math) at the Exira Elementary School on April 30th.
16. Bridget Obermeier, Lab Phlebotomist, was awarded Employee Recognition for the second quarter.
17. ACMH held the Anniversary Milestones on May 7th with 8 employees recognized with 5 to 35 years of service.
18. The Business Office held the annual silent auction for Relay for Life from May 5th – May 9th.

19. Julie McVay organized the new flower arrangements in the front of the hospital and planted flowers in the back of the hospital in wooden planters.
20. ACMH received a 4-star PRC Excellence Award for our Overall Quality of Care in our Emergency Department.
21. Melissa Vinke, CMA, received the Hospice of the Midwest Purple Heart award for her care and compassion for a hospice patient.

XIII. ADJOURNMENT

The meeting was adjourned at 1:46 p.m. with a motion made by Brett Irlmeier and seconded by Brady Griffin. Motion carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer