

Audubon County Memorial Hospital Board of Trustees
Meeting Minutes

December 18, 2025, at 12 Noon
Community Health Center

ATTENDANCE	
Board Members Present:	Michelle Sprague, Brett Irlmeier, Marlene Ballou, Vicky Roninson, Anne Miller, Genelle Deist
Absent:	Brady Griffin
Staff Present:	Callen Weispfennig, Melanie Larsen, Melinda Alt, Cassey Neumann, Al Comito, Dr. Maire, Haillie Bruch
I. CALL TO ORDER	
Michelle Sprague, Board Chair, called the meeting to order at 12:00 p.m.	
II. AGENDA APPROVAL	
Anne Miller made a motion, seconded by Vicky Robinson to approve the agenda, in accordance with the Code of Iowa Open Meetings Law. Motion carried.	
III. PUBLIC COMMENTS	
No Comments.	
IV. CONSENT AGENDA	
Vicky Robinson made a motion, seconded by Brett Irlmeier to approve the September 25, 2025, meeting minutes. Motion carried.	
Vicky Robinson made a motion, seconded by Anne Miller to approve the September 25, 2025, Executive Closed Session meeting minutes. Motion carried.	
Anne Miller made a motion, seconded by Brett Irlmeier to approve the October 23, 2025, meeting minutes. Motion carried.	
V. 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 October 2025 Operating Statement had a positive margin of \$175,306 with a YTD positive margin of \$368,310. The financial report for the month of November 2025 Operating Statement had a positive margin of \$80,251 with a YTD positive margin of \$448,561. Marlene Ballou made a motion, seconded by Vicky Robinson to approve the October 2025 and November 2025 financials. Motion Carried.	
Plant Fund CD #23838 for \$826,024.99 matured at Landmands Bank on 11/08/2025. Renewal rates were: Landmands Bank (3.65%), Audubon State Bank (3.50%) and Exchange State Bank (3.52%). The CD was reinvested at the highest rate of (3.65%) at Landmands Bank for one (1) year.	

Plant Fund CD #23484 for \$1,209,863.44 matured at Landmands Bank on 11/08/2025. Renewal rates were: Landmands Bank (3.65%), Audubon State Bank (3.50%) and Exchange State Bank (3.52%). The CD was reinvested at the highest rate of (3.65%) at Landmands Bank for one (1) year.

CD # 23552 for \$1,218,976.33 matured at Landmands Bank on 12/02/2025. Renewals rates were: Audubon State Bank (passed on bidding), Landmands Bank (3.8%), Exchange State Bank (3.65%). The CD was reinvested at the highest rate of (3.8%) at Landmands Bank for one (1) year. CD#

CD # 23704 for \$816,221.40 matured at Landmands Bank on 12/15/2025. Renewals rates were Audubon State Bank (3.25%), Landmands Bank (3.65%), Exchange State Bank (3.65%). The CD was reinvested at the highest rate of (3.65%) at Landmands Bank for one (1) year.

CD # 23847 for \$768,765.91 matured at Landmands Bank on 12/15/2025. Renewals rates were: Audubon State Bank (3.25%), Landmands Bank (3.65%), Exchange State Bank (3.65%). The CD was reinvested at the highest rate of (3.65%) at Landmands Bank for one (1) year.

VI. HUMAN RESOURCES REPORT

Haillie Bruch presented the October and November 2025 Human Resources Report. See attached.

VII. MEDICAL STAFF / CREDENTIALING REPORT

Dr. Maire gave the Medical Staff report and credentialing recommendations. The following requests for privileges for the medical staff were reviewed:

Initial Appointment to Consulting Medical Staff:

1. Jean Pierre El Khoury, MD (Equum - Nephrology)
2. Carlos Franco-Palacios, MD (Equum – Nephrology)
3. Kelly Andersen, MD (Myrtue - OB/GYN)
4. Robert Behrens, MD (Mission Oncology)
5. Michael Fazio, DO (IA Radiology)

Initial Appointment to Allied Health Staff:

6. Hilliary Mahler, ARNP (Walnut Creek Psychiatry)
7. Logan Oderio, PA-C (Mission Oncology)
8. Jennifer Pavilisin, ARNP (Mission Oncology)

Reappointment to Allied Health Staff:

9. Nicole Hayworth, CRNA (ACMH)
10. Mark Hilliard, CRNA (Heartland Anesthesia)

Temporary Emergency Privileges:

11. Seth Meyers, CRNA (ACMH)

Resignations:

12. Shana Martinez, ARNP (Wapiti)
13. Heath Paulsen, CRNA (Heartland Anesthesia)

Action: Based on this review, it is the Board's opinion that the above applicants meet the requirements for initial appointments, reappointments, temporary privileges, and resignations to the Medical Staff based on the supporting documentation, and documented appropriate education, training, experience, and current competency, from information received during the credentialing and privileging process.

Brett Irmeier made a motion, seconded by Marlene Ballou, to approve the above credentialing recommendations as presented. Motion carried.

VIII. SUMMARY OF OPERATIONS/AVEL REPORT/TELEDIGM REPORT/FLOWSTATE REPORT

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

IX. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Melanie Larsen reported on the PAC meeting that was held on October and November 2025, 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.

X. INFECTION PREVENTION COMMITTEE REPORT

Melanie Larsen presented the Infection Prevention Committee Report. (see attached).

XI. HIPAA/IT SECURITY ASSESSMENT

Al Comito presented the HIPAA/IT Security Assessment. (see attached).

XII. EMS UPADTE

Cassey Neumann and Callen Weispfennig presented an update on EMS.

XII. APPROVALS

Callen Weispfennig presented the Restorix Health Would Care Contract for approval.
Brett Irlmeier made a motion, second by Vicky Robinson, to approve the PAC policies as presented.
Motion Carried.

Callen Weispfennig presented the Mission Oncology Contract for approval.
Marlene Ballou made a motion, second by Anne Miller, to approve the PAC policies as presented.
Motion Carried.

Melinda Alt presented the Laboratory Pricing Comparison for approval. The recommendation is to align with the Critical Access Hospital market, which is moving to making the changes presented.
Brett Irlmeier made a motion, second by Vicky Robinson, to approve the PAC policies as presented.
Motion Carried.

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

- Patient Rights and Responsibilities – Risk Management – Updated – Added additional language from CMS Conditions of Participation for Appendix A related to patient grievance, restraints, visitors. (This was also updated on Patient Rights sign in the hospital and copies if requested by patients).
- Blood Bank Policies & Procedures – Laboratory – Updated – Updated 0 Neg inventory to 2.
- Massive Transfusion – Laboratory – Updated – Updated 0 Neg inventory to 2.
- Emergency Blood Release – Laboratory – Updated – Updated 0 Neg inventory to 2.

- Parasitic and Insect Control Measures – Infection Prevention – Updated – Update procedure for cleaning Bed Bugs, Lice and Scabies in ER, OPC, IP.

Marlene Ballou made a motion, second by Genelle Deist, to approve the PAC policies as presented. Motion Carried.

Melanie Larsen presented the ACMH Compliance Workplan for approval.

Anne Miller made a motion, second by Vicky Robinson, to approve the PAC policies as presented. Motion Carried.

XIV. CEO REPORT

Callen Weispfennig presented the CEO Report:

- CRNA staffing gaps this month – we were unable to fulfill the anesthesia coverage with our full-time employed CRNA who was out of the office on PTO. All other CRNAs that are credentialed through Heartland Anesthesia were unable to provide coverage. We will be presenting two (2) additional CRNA's to be credentialed at ACMH to provide extra coverage options.
- Psychiatric ARNP – A local candidate who primarily does med management services reached out to Callen. This candidate has a patient demographic of roughly 900 patients. They know and refer to Touching Lives, LLC, who see patients at ACMH already. Callen asked the Board of Trustees for their thoughts and opinions about bringing this candidate on to the Medical Staff. The Board of Trustees is supportive of moving forward with this individual as an ACMH provider. Callen will conduct a follow-up phone call with the candidate regarding the board's support and next steps.
- Callen discussed concerns with the local newspaper and their coverage for the last couple of months in advertisements that ACMH has sent over.
- Update on the rural stabilization act. Inject 50 billion dollars into rural healthcare nationally. Iowa submitted the RFP letter to HHS regarding how much money our state will receive. IHA has been quiet on this topic. Callen will continue to provide updates to the board when updates are released.
- Strategic Planning Session will be on January 13th, from 8:30 am – 1:00 pm, at the REC Center in Audubon. There will be a presentation by Callen and then open discussion after. A lunch will be provided for those in attendance. Callen invited all board members to attend if they were available.
- Children's Nest – Callen Weispfennig and Mary Wede are participating in efforts of the Children's Nest. There have been several meetings and discussions on next steps. Callen will provide updates to the board when updates are released.
- The ACH Foundation is having their first annual Gala at that Agri Hall on March 7th. This is a formal event hosted which will include a catered meal, as well as Dueling Pianos! Save the Dates went out last week, and additional information will be released

XV. BOARD COMMENTS

No comments.

XV. ADJOURNMENT

Brett Irlmeier made a motion, second by Anne Miller, to adjourn the meeting at 2:25 p.m. Motion Carried.