

**Audubon County Memorial Hospital Board of Trustees
Meeting Minutes**

February 26, 2026, at 12 Noon
Community Health Center

ATTENDANCE	
Board Members Present:	Brett Irlmeier, Marlene Ballou, Anne Miller, Genelle Deist, Brady Griffin
Absent:	Michelle Sprague, Vicky Robinson
Staff Present:	Callen Weispfennig, Melanie Larsen, Melinda Alt, Cassey Neumann, Al Comito, Haillie Bruch
I. CALL TO ORDER	
Brett Irlmeier, Board Chair, called the meeting to order at 12:01 p.m.	
II. AGENDA APPROVAL	
Brady Griffin made a motion, seconded by Genelle Deist, to approve the agenda, in accordance with the Code of Iowa Open Meetings Law. Motion carried.	
III. PUBLIC COMMENTS	
No Comments.	
IV. CONSENT AGENDA	
Marlene Ballou made a motion, second by Genelle Deist, to approve the January 22, 2026, 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 January 2026 Operating Statement had a positive margin of \$33,845 with a YTD positive margin of \$502,787. Brady Griffin made a motion, seconded by Genelle Deist, to approve the January 2026 financials. Motion Carried.	
VI. HUMAN RESOURCES REPORT	
Haillie Bruch presented the January 2026 Human Resources Report. See attached.	
VII. MEDICAL STAFF / CREDENTIALING REPORT	
Haillie Bruch 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. Nicole Andersen Erickson, MD (Teledigm Hospitalist) Initial Appointment to Allied Health Staff:	

1. Kristel Howell, ARNP (Mission Oncology)

Reappointment to Allied Health Staff:

1. Vivian Chance, ARNP (ACMH)

Action: Based on this review, it is the Board's opinion that the above applicants meet the requirements for initial appointments and reappointment 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.

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

VIII. ANNUAL DOCUMENTATION REVIEW AND APPROVALS

Callen Weispfennig, CEO, recommends approving Bylaws as written. He discussed the future value of reviewing current Bylaws for several structural changes. Specifically, to move contracting and expenditures processes out of the governing document, and revise and update our policy and procedures around these activities (reference policy in the governing document). Our current state documents (Bylaws and contracting policy) require some additional clarity and detail to align with operating practices. Discussion occurred, and this is likely an activity that will require some time investment. The board would prefer to address as a full body rather than task to a sub committee. Callen will send out the redline version of a future state proposed. Board will address as agenda time permits at a future meeting. Current Bylaws will be reviewed and approved as written (for annual review).

Callen Weispfennig presented the Hospital Organizational Chart for review and approval.

Callen Weispfennig presented the Medical Staff Organizational Chart for review and approval.

Callen Weispfennig presented the Standing Order Sets for review and approval.

The above items were reviewed separately but moved for approval as a single action item. Anne Miller Made a motion, second by Brady Griffin to approve the Bylaws as currently written, Hospital Organizational Chart, Med Staff Organizational chart, and Standing Order sets as presented. Motion carried.

IX. SUMMARY OF OPERATIONS

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

X. AVEL REPORT/TELEDIGM REPORT/FLOWSTATE REPORTS

Cassey Neumann presented the Avel Report. (see attached).

XI. EMS TRANSPORT UPDATE

Callen Weispfennig presented an update on EMS Transportation. SCA proposed a retained contract option. Discussion occurred regarding current state of service with City and SCA, and options for how to proceed with responding to SCA's offer. Recommendation was made to continue with due diligence evaluation and bring back the topic to next month's agenda.

X. INFECTION PREVENTION COMMITTEE REPORT

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

XIII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Melanie Larsen reported on the PAC meeting that was held on February 17, 2026, 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.

APPROVALS

Callen Weispfennig presented the (Vizient) Vanderbilt GPO for approval.

Brady Griffin made a motion, second by Marlene Ballou, to approve the Vanderbilt GPO as presented. Motion carried.

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

- Chemical Contact Times – Environmental Services – Changed – Added new chemicals and removed chemical not using.
- Investigations and Corrective Actions – Compliance – Updated – Added language that Security Officer would do an investigation, for separation of duties if incident involved Employee Health Nurse/Compliance Officer.
- Patient Care Assignments – Nursing Services – Updated – Who should care for patients on neutropenic precautions.
- Emergency Obstetric Delivery – Emergency Department – Updated – condensed the information, updated medications per ACOG recommendations.
- Neutropenic or Protective Isolation Precautions – Infection Prevention – New policy.

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

XVII. CEO REPORT

Callen Weispfennig presented the CEO Report.

- DIAL arrived on Monday afternoon for the recertification survey. The Fire Marshall also came yesterday, to complete their recertification survey.
- ACMH was named on the Chartis Top 100 Critical Access Hospitals list for 2026. ACMH was one (1) of twelve (12) hospitals in Iowa to be named on this list.
- Callen presented an (informal) sponsorship opportunity/request brought forward by an employee. Discussion occurred regarding our role in the community, and ACMH's position on community contributions and sponsorship. As a county affiliated facility, we need to be mindful of stewardship, equity, fairness, etc. Opportunities need to align with mission. Given that this request was not a formalized request there was no formal vote or need to return a formalized response. Board discussed this as a topic that may require some additional dialog in the future if we receive (similar) formalized requests.
- Callen provided an update on current real estate acquisition opportunity. Discussion occurred and several due diligence items will be taken as next steps to evaluate ROI and proposed use/value analysis. Topic will be brought back for further discussion and decision/s.

V. BOARD COMMENTS

No comments.

XV. ADJOURNMENT

Genelle Deist made a motion, second by Brady Griffin, to adjourn the meeting at 2:07 p.m. Motion Carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer