

Winneshiek Medical Center Board of Trustees Minutes

Wednesday, February 6, 2019

5:00 pm to 6:00 pm, Conference Room A

Comments from the public: No comments

Minutes

<u>Topic</u>	<u>Presenters</u>	<u>Purpose</u>
Call to Order	Rick Burras, Chair	
Rick Burras, Chair, called the meeting to order at 5:02 p.m. <i>Value of the month – read by Tim Schweizer – Focused Value: Stewardship: Sustain and re-invest in our mission and extended communities by wisely managing our human, natural and material resources.</i>		
Introduction and Welcoming	Rick Burras, Chair	
Rick Burras introduced and welcomed new board member Karen McLean.		
Approval of Agenda	Rick Burras, Chair	Approval
The meeting agenda was reviewed for approval. Action: Motion was made by Tim Schweizer, seconded by Karl Jacobsen, to approve the agenda. All voting aye. Motion carried.		
Consent Items	Rick Burras, Chair	Approval
Regular Meeting Minutes: Minutes of January 2, 2019 Acceptance of Management Committee Report: December 2018 Action: Motion was made by Karl Jacobsen, seconded by Roger Huinker, to approve consent items. All voting aye. Motion carried.		
Medical Staff Report	Michael LaBelle, M.D., Medical Staff President	Approval
Dr. LaBelle reported the recommendation of the Medical Executive Committee to grant Membership and Privileges for: <ul style="list-style-type: none">• <u>Request for Additional Privileges:</u><ul style="list-style-type: none">- Barrett Howell, MD (Mayo Radiology Resident)• <u>Allied Health Professional Staff Privileges:</u><ul style="list-style-type: none">- Kelsey Van Sickle, MD (Dental Assistant)• <u>Extend Provisional Contracted Medical Staff Privileges (2 months):</u><ul style="list-style-type: none">- Kristin Kinsman, MD (Mayo Radiology Resident) Action: Motion was made by Karl Jacobsen, seconded by Tim Schweizer to appoint and grant membership and privileges as listed. All voting aye. Motion carried. <ul style="list-style-type: none">• Karen McLean will be able to attend the Medical Staff Meeting on March 6, 2019.		
Finance Committee Report for December 2018	Lynn Luloff	Information/ Discussion
Though we look better than last year at this time, December financial results did not allow us to reach our revised goal of breakeven from operations by mid-year. Total operating revenue for December was \$5.2 million, which was unfavorable to budget by (5.3%) or (\$292,109). Total operating expenses of \$5.1 million were favorable to budget. With non-operating revenues of \$68,015, December's net		

gain was \$144,141.

At mid-point of the fiscal year, WMC's operating loss has decreased to (\$106,557). With non-operating revenues of \$332,241, there is now a net gain of \$225,684.

FY2019 Financial Challenge – Year-to-date the financial challenge decreased to 2.6%. Compared to last year at this time, the increase in net revenue decreased to 4.2% and the increase in operating expenses increased to 1.6%.

Financial Ratios – Debt service coverage ratio continues to improve, at 3.7 for December. Days cash on hand continues to show improvement. Average length of stay for acute and skilled care decreased a bit, as well as the average daily census.

Clinical Reports and Provider Updates	Kathy Moritz, Chief Nursing Officer; Dave Rooney, Administrator-Operations	Information
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Kathy Moritz reported:

- Winneshiek Medical Center is now offering 3D mammograms following a recent technology upgrade, which was funded in part by the WMC Foundation. 3D mammography can provide better images of dense breast tissue than conventional mammography and improve the early detection of breast cancer.

Dave Rooney reported:

- On January 16th and 17th a multidisciplinary group met to identify our winning aspiration for primary care. The group focused on patient access and continuity, preventative care, and primary care strategy moving forward. The group will share their work with the remainder of the practice to determine next steps.
- Installation of the new MRI has begun and will run through the end of April. Mobile MRI from Shared Medical Services will be utilized during construction.

Recruitment:

- Recruitment efforts continue in multiple practices in anticipation of upcoming retirements.

Action: Accepted as presented.

Administrative Reports and Updates	Lisa Radtke, Chief Administrative Officer	Information/ Discussion
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Lisa Radtke reported:

- Senator Grassley was scheduled to be onsite in January but was unable to attend and has rescheduled his visit for February 19th at 3:45p. The leadership team will provide a brief tour of WMC followed by a question and answer session for invited guests. Ms. Radtke invited all board members to attend or provide questions if unable to attend.
- Every three years, WMC is required to conduct a community health needs assessment per the Patient Protection and Affordable Care Act. This year's survey was created to gather information to ensure the community benefits provided meet the needs of our communities. The survey is now live at www.winmedical.org/survey. Once completed, the assessment will be brought to the Board of Trustees for review.
- Winneshiek Medical Center continued emergency preparedness efforts with specific

leadership command position training. The next step is to hold a table-top drill this spring.

- Meetings continue to work on the After Action Report from WMC's recent security event.
- Quarterly All Staff meetings will be held on Wednesday February 13 at 2:00-3:00p and 5:00-6:00p on Thursday February 14 at 7:30-8:30a and 10:00-11:00a.

Community Programs/Involvement:

- Winneshiek Medical Center is hosting a LifeServe blood drive on February 22 from 9:30a-2:30p.

Foundation Report:

- The 2018 Annual Fund raised \$78,000 of the \$85,000 goal for the mammography unit upgrade to 3D.
- WMC Foundation worked with Calmar, Festina, and Spillville Catholic Schools in making decorated gift bags and heart magnets to accompany quilted hotpads being sold for diabetes education youth camperships.

Old Business	Rick Burras, Chair	Discussion
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No old business

New Business	Rick Burras, Chair	Discussion/Approval
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- Declared Conflict of Interest Statement – review/approval
- Scope of Patient Care Services Policy – review/approval

Motion: Made by Tim Schweizer, seconded by Karen McLean to approve the Declared Conflict of Interest Statement and Scope of Patient Care Services Policy. All voting aye. Motion carried.

Adjournment		
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The meeting adjourned at 6:11 p.m.

Action: Motion made by Tim Schweizer, seconded by Karl Jacobsen to adjourn the meeting. All voting aye. Motion carried.

Members || O = Absent, X = Present

Rick Burras, Chair	X	Karen McLean, Board member	X	Michael LaBelle, MD, President, Medical Staff	X		
Roger Huinker, Vice-Chair (by phone)	X	Lisa Radtke, CAO	X	Dave Rooney, Administrator of Operations	X		
Clark Goltz, Secretary-Treasurer	O	Robert Flinchbaugh, DO, CMO	O	Rachel Tangen, Executive Assistant	X		
Tim Schweizer, Board member	X	Eric Erickson, VP Primary Care, MCHS-SW WI	O				
Steve Hildebrand, Board member	O	Lynn Luloff, CFO	X				

Karl Jacobsen, Board member (by phone)	X	Kathy Moritz, CNO	X				
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Guests: Paul Scott, Decorah News

Clark Goltz, Secretary

Recording: Rachel Tangen, Executive Assistant