

**Winneshiek Medical Center Board of Trustees Minutes**

*Wednesday, February 2, 2022*

*4:00-6:00 p.m.*

**Minutes**

<b><u>Topic</u></b>	<b><u>Presenters</u></b>	<b><u>Purpose</u></b>
<b>Call to Order</b>	Clark Goltz, Chairperson	
Clark Goltz, Chairperson, called the meeting to order at 4:00 p.m.		
<b>Moment for Mission</b>	Steve Slessor, Chief Administrative Officer	Information
Steve shared two positive thank you letters from patients.		
<b>Consent Agenda</b>	Clark, Goltz, Chairperson	Approval
<b>Action:</b> Motion was made by Karen McLean, seconded by Tim Schweizer to approve the 01.05.22 Board Meeting Minutes and the 01.27.22 Board Finance and Compliance Committee Minutes. All other voting aye. Motion carried.		
<b>Department Presentation: Med/Surg</b>	Bev Rustad, Nursing Director- Med/Surg	Information
Ms. Rustad shared an overview of the Med/Surg staff members, the work the department does, current quality improvement projects including the quality dashboard that is reviewed monthly, successes the department saw in 2021, challenges the department faces such as a high turnover rate, and excitement for the future of the department with a great staff onboard.		
<b>December Finance Report</b>	Brandon Brevig, Director of Finance	Information
December's Total Gross Patient Revenues of \$14.4 million is a record high for WMC. Outpatient revenues grew by 8.7% over November while inpatient revenues increased by over 34%. Acute Patient Days of 317 were favorable to budget. Covid related admissions in December were a contributing factor to an increase in our average daily census and length of stay for acute stays. Many ancillary services also reported large increases to their outpatient statistics Pharmacy, Surgery and CT being the most notable.		
December's Total Operating Revenues of \$7.3 million was favorable to budget by 16.9%. Total Operating Expenses of almost \$6.4 million were unfavorable to budget. Increased supply usage, drug expenses and use of purchased service were the primary areas that accounted for being over budget. The increase in purchased services was primarily the result of COVID testing supply shortages on site. As a result, we increased the outsourcing of lab testing to Mayo in order to keep up with increasing COVID testing demands during December.		
WMC saw an Operating Gain of \$880,898 for December. With non-operating revenues of \$5,812,314, there was a Net Gain for December of \$6,693,212. After the estimated GASB68 accrual, the final Net Gain was \$6,651,712.		
Repayment of the Medicare Bridge loans continues and is anticipated to be paid off before interest starts to accumulate. In December, an issue was identified with the 340B software vendor which is now being fixed and should increase monthly 340B revenue. Finance is coordinating efforts with Administration and Department Managers to identify ways of supporting the \$2.2 million of COVID support that has been allocated to WMC since the beginning of the fiscal year.		
<b>Medical Staff Report</b>	Anna Ryan, M.D., Medical Staff President	Approval
Dr. Ryan reported the recommendation of the Medical Executive Committee to grant Membership and Privileges for:		

Conditional Reappointment (January 1, 2022 – December 31, 2023):

- Joe Starke, MD, General Surgery

Reappointment: Mayo Interpreting Telemedicine Services (March 7, 2022-March 6, 2024)

Extend Tele-Psychiatry Privileges for 3 months:

- Susan Latcham, PMHNP

Extend Courtesy Medical Staff Privileges in Urology for 6 months:

- Brad Orvis, MD

Updated vRad Schedule 1 to include:

- Beth Ann Cureton, MD

Trustees volunteered to attend each of quarterly Med Staff meetings for 2022.

**Action:** Motion was made by Karen McLean, seconded by Tim Schweizer to appoint, grant membership and privileges as listed. All other voting aye. Motion carried.

Foundation Updates	Lora Friest, Trustee	Information
--------------------	----------------------	-------------

The 2021 Annual Fund goal of \$100,000 has been reached. WMC Foundation was gifted a portion of an estate in the amount of \$325,000 along with a gift of \$65,000 for the Ossian Clinic. The Foundation Board will work on how to best utilize the generous gifts.

Administrative Reports	Leadership Team	Information
------------------------	-----------------	-------------

### Chief Administrative Officer

Steve Slessor reported:

- The Quality and Patient Safety Committee has held its first meeting.
- Brandon Brevig has taken the CFO position at Regional Health Services of Howard County. We wish him the best and have a plan in place with strong individuals who will cover the financial work until Ben Stevens starts on February 28<sup>th</sup>.

### Chief Medical Officer

Dr. Tom Marquardt reported:

- Physician recruitment efforts continue to move forward in many areas with quality candidates.

### Chief Nursing Officer

Kathy Moritz reported:

- Staffing challenges continue, but staffing levels for all nursing departments were adequate this week with no critically low staffing levels.

### Administrator of Operations

Dave Rooney reported:

- The Rehab construction project is moving forward quickly.
- The Luther transition is going well.

### Director of Human Resources

Laurie Bulman reported:

- The annual OSHA log is posted for 2021 with 9 OSHA recordable incidents and 3 missed days of work due to OSHA recordable injuries.
- No resignations at this time from the vaccine mandate recently implemented.

Declared Conflicts of Interest	Steve Slessor, Chief Administrative Officer	Approval
--------------------------------	---	----------

**Action:** Motion was made by Tim Schweizer, seconded by Karen McLean to approve the Declared Conflicts of Interest Report for 2022. All other voting aye. Motion carried.

<b>Executive Session</b>	Clark Goltz, Chairperson	Approval
At 4:55 p.m., Board members went into Closed Session pursuant to Iowa code 21.5 (1) (l) to discuss patient care quality and process improvement initiatives in a meeting of a public hospital.		
<b>Motion:</b> Made by Karen McLean, seconded by Karl Jacobsen to enter a Closed Session. Roll Call Vote: Hildebrand, aye; Jacobsen, aye; McLean, aye; Schweizer, aye; Goltz, aye; Friest, aye. Motion carried.		
<b>Return to Regular Session</b>	Clark Goltz, Chairperson	
At 5:12 p.m., Board members returned to regular session.		
<b>Board Education: Team Based Care</b>	Sarah Groux, Director of Practice Operations; Dr. Scott Bohner, Chair-Primary Care; Dr. Sarah Wymer	Information
Dr. Wymer and Dr. Bohner shared a review of the transition to team based healthcare, the key components of team based care such as co-location of staff, day-to-day communication system and optimized team roles, and the resource make-up and team responsibilities of team based care. WMC currently has one designated team under this care model and will begin with two more teams in the next month. The model will continue to be evaluated to look at the addition of team members to increase patient experience and outcomes, and ways to increase the responsibilities of current team roles to optimize processes.		
<b>Quality Assessment and Performance Improvement (QAPI)</b>	Clark Goltz, Chairperson	Approval
<b>Action:</b> Motion made by Karen McLean, seconded by Tim Schweizer to approve the updated QAPI for the remainder of fiscal year 2022. All voting aye. Motion carried.		
<b>Adjournment</b>		
The meeting adjourned at 5:45 p.m.		
<b>Action:</b> Motion made by Tim Schweizer, seconded by Karen McLean to adjourn the meeting. All voting aye. Motion carried.		

**Members** || O = Absent, X = Present

Clark Goltz, Chairman	X	Steve Hildebrand, Board member (via phone)	X	Dave Rooney, Administrator of Operations	X	Eric Crockett, Regional Chair of Admin-MCHS SEMN	O
Karen McLean, Vice-Chair	X	Lora Friest, Board member (via phone)	X	Kathy Moritz, CNO	X	Dr. Albright, MCHS SEMN Regional Vice President	O
Roger Huinker, Secretary-Treasurer	O	Steve Slessor, CAO	X	Anna Ryan, MD, President, Medical Staff	X	Kristin Johnson, MCHS SEMN Vice-Chair Administration (via phone)	X
Tim Schweizer, Board member	X	Thomas Marquardt, DPM, CMO	X	Rachel Schmitt, Executive Assistant	X		
Karl Jacobsen, Board member (via phone)	X	Laurie Bulman, Director of Human Resources	X				

**Guests:** Paul Scott, Decorah News; Trudy Belay, Director of Quality Improvement and Risk Management; Maggie Busta, Infection Prevention and Nurse Education Coordinator; Bev Rustad, Nursing Director – Med/Surg; Brandon Brevig, Director of Finance

\_\_\_\_\_  
Roger Huinker, Secretary

Recording: Rachel Schmitt, Executive Assistant