

**Winneshiek Medical Center Board of Trustees Minutes**

*Wednesday, April 6, 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
Mr. Slessor shared a letter from a patient sharing the experience they had with WMC going above and beyond to meet the DME needs of their family.		
<b>Consent Agenda</b>	Clark, Goltz, Chairperson	Approval
<b>Action:</b> Motion was made by Roger Huinker, seconded by Karen McLean to approve the 03.02.22 Board Meeting Minutes and the 03.30.22 Board Finance and Compliance Committee Minutes. All other voting aye. Motion carried.		
<b>Department Presentation: Materials Management</b>	Jack Hrdlicka, Director of Materials Management	Information
Mr. Hrdlicka introduced members of his team who joined him for the presentation. They shared the work they do in purchasing equipment for the medical center, shared challenges they have faced during the pandemic in meeting their goal of the right product at the right time for the right price, and shared about the two live inventories they maintain. Greg Elton, Surgical Logistics Coordinator, shared about the process they go through to order supplies for knee replacements. Mr. Hrdlicka also shared about projects and barriers the department has experienced over the past years, work being done to catch up on outstanding orders, and continuous improvement work on department processes.		
<b>Compliance Quarterly Education: No Surprise Billing Rule</b>	Amanda Stortz, Compliance Analyst; Tiffany Hrdlicka, Director of Revenue Cycle; Sarah Wyatt, Director of Scheduling and Registration	Information
The No Surprises Act went into effect on January 1, 2022 to address surprise medical billing, price transparency and insurer requirements. The bill contains two parts. Because nearly all of WMC's scheduled visits are patients who are in network with WMC, therefore in network with all providers at WMC, the first part does not have much of an impact on WMC. The second part requires good faith estimates for uninsured (self-pay) individuals, which WMC has addressed by making changes to internal workflows to meet the requirements of delivery of those estimates. Facilities have been given 2022 to modify processes to come into compliance with the rule and it will be enforced beginning in 2023. A workgroup continues to meet regularly to improve the process and meet all requirements.		
<b>Facility Project Construction Management Contract</b>	Steve Slessor, Chief Administrative Officer	Approval
Graham has been partnered with Wold for the entirety of WMC's master facility planning efforts and has extensive experience working as a construction manager for healthcare projects in Iowa. Graham's involvement in WMC's master facility project will be as part of the Wold Program Management Team as their Construction Management Advisor. Wold will hold the contract and costs will be passed along to WMC through Wold without additional markup. This structure is compliant with both County Hospital regulations as well as USDA funding.		
<b>Action:</b> Motion was made by Karl Jacobsen, seconded by Steve Hildebrand to approve the structure and fee		

to allow Wold to utilize Graham Construction as a Construction Management Advisor. All other voting aye. Motion carried.

<b>February Finance Report</b>	Ben Stevens, Chief Financial Officer	Information
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Mr. Stevens shared a high-level overview of the draft February financials. Full financial documents from quarter three of fiscal year 2022 will be presented to the Board next month for approval.

<b>Medical Staff Report</b>	Anna Ryan, M.D., Medical Staff President	Approval
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Dr. Ryan reported the recommendation of the Medical Executive Committee to grant Membership and Privileges for:

Allied Health Professional Staff Privileges:

- Danielle Bakewell, ARNP (SANE)

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

<b>Foundation Updates</b>	Lora Friest, Trustee	Information
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The Foundation is working with Ossian Clinic staff to determine how to best utilize the Goggin estate gift.

<b>Administrative Reports</b>	Leadership Team	Information
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**Chief Administrative Officer**

Steve Slessor reported:

- Next month’s Board Meeting will include discussion on funding options for continuing the Master Facility Plan project.
- The new position of Director of Accreditation and Compliance has been filled and interviews are being scheduled for the Director of Performance Excellence.

**Chief Medical Officer**

Dr. Tom Marquardt reported:

- Recent visit with a Psychiatrist who is potentially interested in practicing in Decorah went well.

**Chief Financial Officer**

Ben Stevens reported:

- Work continues on USDA funding application including a feasibility study.

**Chief Nursing Officer**

Kathy Moritz reported:

- No questions

**Administrator of Operations**

Dave Rooney reported:

- Maintenance staff are busy with a number of different facility projects.

**Director of Human Resources**

Laurie Bulman reported:

- Additional information was offered in the packet this month sharing the student and shadow experiences offered at the medical center.

<b>Executive Session</b>	Clark Goltz, Chairperson	Approval
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At 5:19 p.m., Board members went into Closed Session pursuant to Iowa code 21.5 (1) (1) to discuss patient

care quality and process improvement initiatives in a meeting of a public hospital.

**Motion:** Made by Karen McLean, seconded by Roger Huinker to enter a Closed Session. Roll Call Vote: Hildebrand, aye; Huinker, aye; Jacobsen, aye; McLean, aye; Schweizer, aye; Goltz, aye; Friest, aye. Motion carried.

**Return to Regular Session** Clark Goltz, Chairperson

At 5:54 p.m. Board members returned to regular session.

Roger Huinker shared he will be resigning from the remainder of his term effective after the May Board Meeting. The Board will have an opportunity to appoint someone to fill the remainder of Roger’s term.

**Adjournment**

The meeting adjourned at 5:57 p.m.

**Action:** Motion made by Tim Schweizer, seconded by Steve Hildebrand to adjourn the meeting. All voting aye. Motion carried.

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

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

**Guests:** Jack Hrdlicka, Director of Materials Management; Chandler Dawley, Materials Management Specialist; Megan Troendle, Materials Management Specialist; Greg Elton, Surgical Logistics Coordinator; Sarah Wyatt, Director of Scheduling and Registration; Tiffany Hrdlicka, Director of Revenue Cycle; Amanda Stortz, Compliance Analyst; Lauren Berg, shadow student from Luther College

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Roger Huinker, Secretary

Recording: Rachel Schmitt, Executive Assistant