

Winneshiek Medical Center Board of Trustees Minutes

Wednesday, November 3, 2021

4:00- 5:30 p.m.

Conference room B

Minutes

<u>Topic</u>	<u>Presenters</u>	<u>Purpose</u>
Call to Order	Clark Goltz, Chairperson	
Clark Goltz, Chairperson, called the meeting to order at 4:00 p.m.		
Moment for Mission	Steve Slessor, Chief Administrative Officer	Information
Mr. Slessor recognized Ms. Luloff for her years at WMC on her final day of work before retirement.		
Physician introduction	Dave Rooney, Administrator of Operations	Information
Mr. Rooney introduced Dr. Emily Connor. The Board of Trustees welcomed her.		
Consent Agenda	Clark Goltz, Chairperson	Approval
Action: Motion was made by Karen McLean, seconded by Tim Schweizer, to approve the Board Minutes from October 6, 2021. All voting aye. Motion carried.		
Board Education: 340B	Steve Slessor	Information
Mr. Slessor shared a high level overview of the 340B program in regards to how it works, how it impacts WMC and how the medical center can continue to maximize the rewards of the program.		
Department Presentation: Respiratory Therapy	Jena Elsbernd, Director of Respiratory Care	Information
Ms. Elsbernd shared an overview of the respiratory therapy staff, services the department offers, highlighting services that have grown this year such as pulmonary rehab and sleep study, showed some of the equipment they use, and future growth areas the department is looking into.		
September Finance Report	Lynn Luloff, Chief Financial Officer	Information
September's gross patient revenues of \$13.2 million surpassed August's monthly record of \$12.7 million. Outpatient revenues of \$8,665,247 were 16.7% favorable to budget. Ninety-one percent of September revenues were generated on an outpatient basis. Most ancillary departments reported favorable statistics to budget for the month with Surgery and Same Day Services comprising the largest part of the positive variance to budget for the month. September's Total Operating Expenses of almost \$6.4 million were unfavorable to budget by (7.2%). This month's negative variance to budget is supported by areas generating above budget revenues.		
Total Operating Revenue of \$6.6 million was a monthly record and higher than the monthly budget for any one month this fiscal year. September's Operating Gain of \$236,057 was favorable to budget by 87.5%. With non-operating revenues of \$189,063, there was a Net Gain for September of \$425,120. After the estimated GASB68 accrual, the Net Gain was \$383,620. After the first quarter of the fiscal year, the Net Gain is \$917,658, which is favorable to budget by 67.4%.		

Medical Staff Report	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:

4th Quarter Reappointments (January 1, 2022 – December 31, 2023):

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| Schroeder, Hannah, LISW, Lic. Ind. Social Worker | Sullivan, Craig, DPM, Podiatry |
| Schwartz, Bradley, OD, Optometry | Svestka, Eric, MD, Family Medicine |
| Schwickerath, Caroline, DO, General Surgery | Tappe, Brooke, DPM, Podiatry |
| Scott, Jill, PMHNP, Tele-Psychiatry | Thesing, Jessica, CRNA, Anesthesia |
| Shappell, Kristie, MD, Ophthalmology | Valkosky, Gregory, DPM, Podiatry |
| Spittell, Peter, MD, Cardiology | Young Johnson, Emily, CNM, Midwifery |
| St. Louis, Erik, MD, Sleep Study Interpretation | |

Updated Schedule 1-Mayo Interpreting Services to add the following physicians:

- Ian Chang, MD (ECG Interpretation)
- Benjamin Nordhues, MD (ECG Interpretation)

Extend Provisional Contracted Medical Staff Privileges for 6 months:

- Jeffrey Babcock, MD, Radiology

Extend Provisional Active Medical Staff Privileges for 2 months:

- Joe Starke, MD, General Surgery

Provisional Contracted Medical Staff Membership with Privileges as a Certified Registered Nurse Anesthetist:

- Shawn Blake, CRNA

Provisional Tele-Psychiatry Privileges:

- Shana Wright, PMHNP (ITP)

Action: Motion was made by Roger Huinker, seconded by Steve Hildebrandt to appoint, grant membership and privileges as listed. Tim Schweizer abstained from voting due to conflict of interest. All other voting aye. Motion carried.

Foundation Updates	Lora Friest, Trustee	Information
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- 2021 Annual Fund campaign continues, with roughly half of the goal raised so far.
- WMC Foundation will be creating the Guy Johnson Memorial Permanent Endowment Fund. Guy gifted a transforming estate and the endowment will be established to grow per Guy's wishes. Once that amount has been reached, WMC will receive distributions each year to use where needed most.
- WMC Foundation has entered into an agreement with Northeast Iowa RC& D to develop a grants funding database and grant assistance.
- Two of the Board of Directors, Amy Bruening and Jim Anderson, will be stepping down at the end of their term. Thanks to them for their service!
- Two South Winneshiek students raised money for inpatient pediatric gift bags.
- The local chapter of Daughter's of the American Revolution donated goodie baskets for WMC direct care staff.

- Heavenly Made Gifts raised money this past month at their shop for breast cancer awareness by donating a percentage of their sales to WMC Breast Cancer Program.

Administrative Reports	Leadership Team	Information
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Chief Administrative Officer

Steve Slessor reported:

- Organization chart changes have been implemented. The leadership team has heard a few concerns but overall going well with transition plans in place.

Chief Financial Officer

Lynn Luloff reported:

- A workgroup is preparing for the implementation of the No Surprises Act.
- There is a plan in place for all CFO duties in the interim while a new CFO is hired.

Chief Nursing Officer

Kathy Moritz reported:

- OB Nursing Director has been hired and will begin in December.
- The Team Based Care Model will be presented for Board education during an upcoming meeting.

Administrator of Operations

Dave Rooney reported:

- WMC hosted a visit from the Mayo Clinic Midwest Surgical Quality Oversight Committee which went very well.

Director of Human Resources

Laurie Bulman reported:

- The Gift Shop continues to struggle with receiving merchandise due to supply chain issues.

Bank Resolution on Bank Signatures	Lynn Luloff, Chief Financial Officer	Approval
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Board Resolution 21-01 is presented to update the signatures needed to cash and/or transfer Certificates of Deposits or funds on deposit in a Money Market Account.

Motion: Made by Roger Huinker, seconded by Karen McLean to approve Board Resolution 21-01. All voting aye. Motion carried.

Board Reporting Calendar	Steve Slessor, Chief Administrative Officer	Information
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The proposed reporting calendar to the Board of Trustees was shared for 2022.

Board Bylaws Annual Review	Rachel Schmitt, Executive Assistant	Information
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The Bylaws were included in the Trustees' packets to complete the annual review. Edits can be sent to Ms. Schmitt by November 15th and those edits will be brought for approval at the Annual Meeting in December.

Adjournment		
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The meeting adjourned at 5:29 p.m.

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

Guests: Jena Elsbernd, Director of Respiratory Care; Becky Bina, Respiratory Care Practitioner; Brandon Brevig, Director of Finance; Dr. Emily Connor, Orthopedic provider



 Roger Huinker, Secretary

Recording: Rachel Schmitt, Executive Assistant