

**Winneshiek Medical Center Board of Trustees Minutes**  
*Wednesday, December 1, 2021*  
*4:00- 5:30 p.m.*  
*Conference room B*

**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
Heavenly Made Gifts recently donated \$2,000 to WMC to use towards education programs and treatment of breast cancer.		
Mr. Slessor also shared a phone conversation a member of Management Committee recently had with a patient who wished to share their positive experience at WMC.		
<b>Agenda Additions</b>	Clark Goltz, Chairperson	Approval
<b>Action:</b> Motion was made by Steve Hildebrand, seconded by Roger Huinker to add Vaccine Status Care Considerations to the agenda. All voting aye. Motion carried.		
<b>Annual Meeting of Winneshiek Medical Center Board of Trustees</b>		
<b>WMC Auxiliary Annual Report for Fiscal Year 2021</b>	Laurie Bulman, Director of Human Resources	Information
Ms. Bulman provided an overview of the WMC Auxiliary board membership, fund raisers from the past year (many of which were virtual), Gift Shop statistics from this past year, scholarships awarded, and department requests filled during this past fiscal year.		
<b>Winneshiek Medical Center Corporate Bylaws Annual Update</b>	Rachel Schmitt, Executive Assistant	Approval
<b>Action:</b> Motion was made by Karen McLean, seconded by Steve Hildebrand to approve the updated Winneshiek Medical Center Corporate Bylaws. All other voting aye. Motion carried.		
<b>Regular Meeting of Winneshiek Medical Center Board of Trustees</b>		
<b>Consent Agenda</b>	Clark, Goltz, Chairperson	Approval
<b>Action:</b> Motion was made by Roger Huinker, seconded by Karen McLean to approve the 11.3.2021 Board Meeting Minutes and the 11.22.2021 Board Finance and Compliance Committee Minutes. All other voting aye. Motion carried.		
<b>Department Presentation: Scheduling, Registration and Reception</b>	Sarah Wyatt, Director of Scheduling and Registration	Information
Ms. Wyatt shared overview of the Registration, Scheduling and Reception team members, the teams' daily work, and statistics on the number of visits scheduled and calls taken in the past year.		
<b>Capital Request</b>	Tasha Croell, Director of Radiology	Approval
Ms. Croell presented the capital request for Radiographic/Fluoroscopy Room Replacement. This new equipment will have an increased patient weight limit, elevating table, more ergonomic design for staff and		

patients, and will allow the space to be utilized as a 3rd diagnostic room to allow for more patients to be seen. Construction will take about 6 weeks, with many procedures able to happen in a different way and some procedures being put on hold.

**Action:** Motion was made by Roger Huinker, seconded by Karen McLean to approve the Radiographic/Fluroscopy Room Replacement for \$508,182. All other voting aye. Motion carried.

<b>October Finance Report</b>	Brandon Brevig, Director of Finance	Information
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October is the third consecutive month that WMC has seen a record high with \$13.3 million in Total Gross Patient Revenues. Outpatient revenues continue to be very strong at \$8,331,269 which is 11.1% favorable to budget. The percentage of revenues generated in an outpatient setting remains high at 90% in October. Urgent Care served 258 patients in October, making their average monthly visits 52% higher than last year. October's clinic visits were 4,774. Despite visits below budget every month during the year, the gross revenues for the Clinic remain favorable to budget. Total Operating Expenses of almost \$5.8 million were favorable to budget by 4.2%.

October had an Operating Gain of \$464,990, which was 336.0% favorable to budget. With non-operating revenues of \$141,883, there was a Net Gain for October of \$606,872. With the estimated GASB68 accrual, the Net Gain was \$565,372.

WMC is still waiting notification from the SBA and Decorah Bank and Trust that the decision has been finalized so the loan has yet to be established. WMC received an additional disbursement from Health Resources and Services Administration for Provider Relief Funds of \$1.7 million which is to be used by the end of 2022 to support the medical center and community during the pandemic.

<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:

**Provisional Tele-Psychiatry Privileges:**

- Neza Bharucha, MD (Integrated Telehealth Partners)

**Provisional Contracted Medical Staff Membership with Privileges in Diagnostic Radiology:**

- Ricardo Lopez Diaz, MD (Mayo Resident)

**Contracted Medical Staff Privileges:**

- David Larson, MD, Pathology

**Tele-Psychiatry Privileges:**

- Marc Romano, PMHNP

**Allied Health Professional Staff Privileges:**

- Caitlyn Schultz, ARNP, Family Medicine

**Extend Provisional Tele-Psychiatry Privileges for 6 months:**

- Heidi Bradley, PMHNP

**Extend Active Medical Staff Privileges for 6 months:**

- Anna Mark, MD, Family Medicine

**Extend Active Medical Staff Privileges for 6 months:**

- Emily Connor, MD, Orthopedic Surgery

**Extend Provisional Allied Health Professional Staff Privileges for 6 months:**

- Christina Schultz, Physical Therapy-Direct Access

**Updated vRad Schedule 1 to include the following Physicians:**

- Thomas Boden, MD
- Jason Mitchell, MD

- Robert Murray, MD
- Lawrence, Ngo, MD
- Peter Zuehlke, DO

**Updated Mayo Interpreting Schedule**

- Jacob Jentzer, MD (ECG Interpretation)

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

<b>Foundation Updates</b>	Clark Goltz, Trustee	Information
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- The 2021 Annual Fund has raised \$72,000 out of the \$100,000 goal so far.
- The Guy Johnson Memorial Endowment Fund has been established with the Community Foundation of NE Iowa.
- WMC Nutrition department and WMC Foundation are partnering with NE Iowa Community Action to provide Christmas meals to those in need.
- Chris Redenius and Dan Ryan will continue as WMC Foundation Board President and Vice-President, respectively. Joetta Redlin will now serve as secretary/treasurer.

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

Steve Slessor reported:

- WMC leadership continues to monitor the CMS vaccine mandate.
- Work on the Management Services Agreement and Professional Services Agreement continues between WMC and Mayo Clinic Health System. A redline document is being created which will be reviewed by WMC’s legal team and brought to the Board for review.

**Chief Medical Officer**

Dr. Tom Marquardt reported:

- Interviews for the Chief Financial Officer have taken place.

**Chief Nursing Officer**

Kathy Moritz reported:

- No questions at this time

**Administrator of Operations**

Dave Rooney reported:

- Maintenance and Environmental Services have been assisting Radiology with a department remodel in the technologist work area to purge old film and film jacket shelving units to create additional workspace within the department.
- An Advanced Practice Provider has been hired for the Dermatology practice.
- The Risk Management Group kicked off the 2021 Security and Privacy Risk Assessment. The IT team has also been onboarding the new managed detection & response cyber security service.
- Work continues on finalizing the contract with Luther. The team is assisting Luther with surveillance testing and preparing for next semester.
- The supply chain for the test kits to run rapid Covid tests is unstable and unpredictable. Guidelines are in place for physicians to understand when each different testing option for Covid should be used to help manage our supply.

**Director of Human Resources**

Laurie Bulman reported:

- Staffing challenges continue throughout the medical field.
- The HR Service Partner position is back open again as the previous candidate took another position.

<b>Vaccination Status Care Considerations</b>	Steve Hildebrand, Trustee	Discussion
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Discussion was held on challenges the medical staff experience during the Covid pandemic. An Ethics Committee exists at WMC made up of staff and physicians which can be consulted when making tough patient care decisions. Day-to-day practices at the medical center are grounded in serving all patients in the community equally when they need. Processes continue to be in place to keep staff and providers safe during the pandemic through the use of proper PPE, hand hygiene, and isolation when/if outside exposures occur.

**Adjournment**

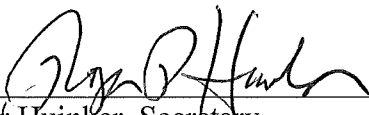
The meeting adjourned at 5:43 p.m.

**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	O	Kathy Moritz, CNO	X	Dr. Albright, MCHS SEMN Regional Vice President (via phone)	X
Roger Huinker, Secretary-Treasurer	X	Steve Slessor, CAO	X	Rachel Schmitt, Executive Assistant	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 (via phone)	X	Laurie Bulman, Director of Human Resources	X				

**Guests:** Paul Scott (Decorah News); Karla Bakken, Volunteer Coordinator; Sarah Wyatt, Director of Scheduling and Registration; Tasha Croell, Director of Radiology; Carol Wilkinson; Auxiliary Board President; Brandon Brevig, Director of Finance

  
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 Roger Huinker, Secretary

Recording: Rachel Schmitt, Executive Assistant