

Winneshiek Medical Center Board of Trustees Minutes

Wednesday, September 1, 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.		
Additions to Agenda	Clark Goltz, Chairperson	Approval
Action: Motion was made by Roger Huinker, seconded by Karl Jacobsen to approve the agenda. All voting aye. Motion carried.		
Physician introduction	Dr. Marquardt, Chief Medical Officer	Information
Dr. Marquardt introduced new family practice physician, Dr. Anna Mark. The Board welcomed Dr. Mark.		
Moment for Mission	Dave Rooney, Administrator-Operations	Information
Mr. Rooney shared a positive letter sent from a staff member who works in the new Cresco rehab clinic following the opening day.		
Consent Agenda	Clark Goltz, Chairperson	Approval
Action: Motion was made by Karen McLean, seconded by Karl Jacobsen, to approve the Board Minutes from August 4, 2021. All voting aye. Motion carried.		
Strategic Board Discussion	Steve Slessor, Chief Administrative Officer / Josh Ripplinger, Wold Architects	Information / Discussion
Mr. Ripplinger shared a high-level update of the WMC Master Facility Plan. The planned updates were shared along with changes made to the plan since it was originally drafted in 2017. The proposed project priority list was shared and discussed with the Trustees.		
Department Presentation	Mary Marx, Director of Marketing and Communications; Jenna Haynes, Marketing Representative	Information
Ms. Marx and Ms. Haynes shared an overview of the role Marketing and Communications plays at WMC. The team shared current marketing campaigns taking place, upcoming community events WCM will take part in, social media and website refresh and re-design projects, and the preparation for the upcoming heartbeat newsletter.		
July Finance Report	Lynn Luloff, Chief Financial Officer	Information
July's Total Patient Revenues of \$11.8 million were unfavorable to budget. Outpatient revenues of \$7,651,435 were 2.0% favorable to budget due to higher Surgery and Same Day Services revenues for the month. Net revenues were unfavorable to budget by (4.7%). July's Total Operating Expenses of \$5.8 million were favorable to budget by 3.7%		
Winneshiek Medical Center started the first month of the new fiscal year with an Operating Gain of \$127,697 compared to a budget of \$198,077. With non-operating revenues of \$100,741, there was a Net Gain for July of \$228,438. With the		

estimated GASB68 accrual, the Net Gain was \$186,938.

For fiscal year 2022, the goal is to have a positive change margin of 0.2%. Compared to July 2020, net revenues increased 1.8% while operating expenses increased 5.7% creating a Financial Challenge of -3.9%.

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:

Allied Health Professional Staff Privileges:

- Garg, Arvind, MD

Telemedicine Tele-Psychiatry Privileges:

- Askew, Maria, PMHNP

Provisional Sexual Assault Nurse Examiner Privileges:

- Danielle Bakewell, ARNP

Updated vRad Schedule 1 to include the following physicians:

- Melissa Bartel, MD
- Jesus Reyes Pereyra, MD
- Richard Wilson, MD
- Rebecca Askea, MD
- William Beckett, MD

Action: Motion was made by Roger Huinker, seconded by Karl Jacobsen to appoint, grant membership and privileges as listed. All voting aye. Motion carried.

Foundation Updates	Roger Huinker, Trustee	Information
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None at this time

Administrative Reports	Leadership Team	Information
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Chief Administrative Officer

Steve Slessor reported:

- Administrative Council has implemented a required participation program for Covid-19 vaccination for all staff members.

Chief Medical Officer

Dr. Marquardt reported:

- Positive feedback was received on Dr. Locke's recent video put out by WMC regarding vaccination for Covid-19.

Chief Financial Officer

Lynn Luloff reported:

- The annual financial audit is currently underway.
- Ms. Luloff's retirement dates is set for November.

Chief Nursing Officer

Kathy Moritz reported:

- Urgent Care and the Emergency Department have seen a large influx in the number of patients showing up requesting to be swabbed for covid-19. Those patients also have to be seen to comply with EMTALA laws. In response to the increased patient need, covid-19 swabbing will now take

place on Saturdays and Sundays from 8:00 a.m. – 10:00 a.m. by appointment.

Administrator of Operations

Dave Rooney reported:

- First day of the Cresco Rehab Clinic went well.
- A workgroup continues to identify a solution that will allow oncology infusion services to be delivered at WMC for patients from Mayo Clinic oncologists and the WMC practice.

Director of Human Resources

Laurie Bulman reported:

- The Auxiliary is making some updates to their usual events in response to the ongoing pandemic.
- The education department is gearing up for the fall season of students at WMC.

Capital Request	Lynn Luloff, Chief Financial Officer	Approval
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The Acclarent TruDi Nav System is an accurate, simple, and reliable electromagnetic navigation system designed to enable ENT physicians performing intranasal surgical procedures to track and display the real-time location of the tip of navigated instruments relative to pre-acquired CT images. It provides a safer and more thorough surgical experience with potential to grow the ENT practice by retaining more patients locally at Winneshiek Medical Center.

Motion: Made by Karen McLean, seconded by Steve Hildebrand to approve the ENT Navigation System request. Motion carried.

Board Subcommittee Structure	Steve Slessor, Chief Administrative Officer	Information / Discussion
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The Trustees reviewed and discussed the current Board subcommittee structure. Given input from interviews with the Trustees, a recommendation was made for administration to update the Bylaws and bring back for Board approval.

Motion: Made by Karen McLean, seconded by Roger Huinker to direct the administrative team to revise the Bylaws in accordance with the recommendation of committees for finance and compliance, quality and patient safety, and governance, with additional board representative attendance at Foundation meetings and Medical Staff meetings. Motion carried.

Closed Session		
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At 5:30 p.m., Board members went into Closed Session pursuant to Iowa code 21.5 (1) (I) to review proprietary business information for purposes of addressing process improvement initiatives.

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

Return to Regular Session		
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At 6:17 p.m. the Board Meeting returned to regular session

Motion: Made by Karen McLean, seconded by Karl Jacobsen to approve the Annual Safety Report, the Annual Patient Safety Report, the Annual Patient Experience and Grievances Report, the Spring Grove Rehab Annual Program Evaluation, and the Annual Compliance Report. All voting aye. Motion carried.

Adjournment		
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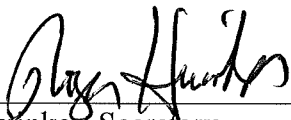
The meeting adjourned at 6:18 p.m.

Action: Motion made by Tim Schweizer, seconded by Roger Huinker 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 (via phone)	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	X	Rachel Schmitt, Executive Assistant	X	Kristin Johnson, MCHS SEMN Vice-Chair Administration	O
Karl Jacobsen, Board member	X	Laurie Bulman, Director of Human Resources	X				

Guests: Trudy Belay, Director of Quality Management; Maggie Busta, Quality Improvement RN; Carmen Krivachek, Quality Improvement Specialist; Steve Vanden Brink, Safety Director; Mary Marx, Director of Marketing; Jenna Haynes, Marketing Representative;



Roger Huinker, Secretary

Recording: Rachel Schmitt, Executive Assistant