

Winneshiek Medical Center Board of Trustees Minutes

Wednesday, January 4, 2023

Conference Room B2/B3

4:00-5:30 p.m.

Minutes

<u>Topic</u>	<u>Presenters</u>	<u>Purpose</u>
Call to Order	Karen McLean, Chairperson	
Karen McLean, Vice Chairperson, called the meeting to order at 4:00 p.m.		
Moment for Mission	Dave Rooney, Administrator-Operations	Information
Dave Rooney shared a letter from a Rehab patient praising the great care they received from a dedicated team.		
Consent Agenda	Clark, Goltz, Chairperson	Approval
Action: Motion was made by Justin Gullekson, seconded by Jan Heikes to approve the Board Minutes, Board Finance Committee Minutes, and Medical Executive Committee Minutes. All other voting aye. Motion carried.		
Accreditation and Compliance Quarterly Update	Carmen Krivachek	Information
The results were shared from the recent Joint Commission survey of the Critical Access Hospital, Home Health Program, and Sleep Lab. No items which required improvement rose to the level of a condition-level finding. One high risk finding was identified related to documentation. Chapter leaders will be working to submit evidence of standards compliance by the due date of February 14 th . Following completion of the survey, the Director of Accreditation and Compliance will be reviewing many WMC compliance standards and will report on those to the Board and the Chief Administrative Officer.		
Department Presentation: Occupational Health	Caitlyn Schultz, Associate Provider	Information
WMC Occupational Health works alongside area businesses to promote health and safety of their workforce. Caity Schultz shared an overview of the 5 staff members in the department, services offered including pre-employment physicals, DOT physicals, and workers compensation appointments, and community wellness services such as weight and blood pressure checks. WMC Occupational Health served 387 companies in 2022, in addition to providing employee health services for WMC staff, such as flu shot clinics, TB skin testing, four-year health assessment, and illness guidelines.		
November Finance Report	Ben Stevens, Chief Financial Officer	Information
November financials were reviewed. Inpatient and outpatient revenues for the month were above budget. Net Patient Revenue for month-end was 2.22% below budget (\$143,522). Total operating income for the month was a profit of \$11,718 compared to a budgeted profit of \$141,066. Revenues in excess of expenses for the month was a profit of \$158,050 compared to a budget profit of \$259,721.		
Foundation Updates	Karl Jacobsen, Trustee	Information
The Annual Fund campaign goal has been met.		
Administrative Reports	Leadership Team	Information
Chief Administrative Officer Steve Slessor reported: <ul style="list-style-type: none">• New Executive Assistant has accepted, as well as an Admin intern for the summer.		
Chief Medical Officer Dr. Tom Marquardt reported: <ul style="list-style-type: none">• Actively recruiting for a Dermatologist.		

Chief Financial Officer

Ben Stevens reported:

- Special thank you to Nick Schwartzoff for his assistance during the freezer malfunction and the fire nearby the Mabel clinic.
- USDA loan has been locked in for \$35 million dollar at 3.5% interest rate.

Chief Nursing Officer

Kathy Moritz reported:

- Special thank you to all nursing directors for their work during The Joint Commission survey.

Administrator of Operations

Dave Rooney reported:

- When the wound center opens, Physical Therapy will transition out of wound care.
- The new phone system implementation is expected soon.

Director of Human Resources

Laurie Bulman reported:

- Many departments collaborated on a variety of Human Resources standards during The Joint Commission survey.

Conflict of InterestSteve Slessor, Chief
Administrative Officer

Approval

Motion: Made by Mark Jensen, seconded by Justin Gullekson to approve Conflict of Interest Declared Statements report. All voting aye. Motion carried.

Executive Session

Clark Goltz, Chairperson

Approval

At 5:06 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.

Motion: Made by Jan Heikes, seconded by Mark Jensen to enter a Closed Session. Roll Call Vote: Jacobsen, aye; McLean, aye; Gullekson, aye; Rhodes, aye; Jensen, aye; Heikes, aye. Motion carried.

Return to Regular Session

Clark Goltz, Chairperson

Approval

At 5:32 p.m. Board members returned to regular session.

The Medical Staff Report was included in the packet.

Action: Motion made by Britt Rhodes, seconded by Mark Jensen to appoint, grant membership and privileges as listed on the Medical Staff Report. All voting aye. Motion carried.

Adjournment

The meeting adjourned at 5:33 p.m.

Action: Motion made by Jan Heikes, seconded by Karen McLean to adjourn the meeting. All voting aye. Motion carried.

Members || O = Absent, X = Present

Clark Goltz, Chairman	O	Jan Heikes, Board member	X	Dave Rooney, Administrator of Operations	X	Eric Crockett, Regional Chair of Admin-MCHS SEMN	O
Karen McLean, Vice-Chair	X	Mark Jenson, Board member		Kathy Moritz, Chief Nursing Officer	X	Dr. Albright, MCHS SEMN Regional Vice President	O
Justin Gullekson, Secretary-Treasurer	X	Steve Slessor, Chief Administrative Officer	X	Ben Stevens, Chief Financial Officer	X	Kristin Johnson, MCHS SEMN Vice-Chair Administration	O

Britt Rhodes, Board member	X	Thomas Marquardt, DPM, Chief Medical Officer	X	Catherine Nelson, DO President, Medical Staff	X		
Karl Jacobsen, Board member (virtual)	X	Laurie Bulman, Director of Human Resources	X	Rachel Schmitt, Executive Assistant	X		

Guests: Paul Scott, Decorah News; Caitlyn Johnson, Associate Provider; Melisa Fitch Geiger, RN; Sabrina Hangartner, Health Unit Coordinator; Carmen Krivachek, Director of Accreditation and Compliance; Maggie Busta, Infection Prevention Specialist

Justin Gullekson, Secretary

Recording: Rachel Schmitt, Executive Assistant