

Winneshiek Medical Center Board of Trustees Minutes

Wednesday, February 1, 2023

Conference Room B2/B3

4:00-5:30 p.m.

Minutes

<u>Topic</u>	<u>Presenters</u>	<u>Purpose</u>
Call to Order	Clark Goltz, Chairperson	
Clark, Chairperson, called the meeting to order at 4:00 p.m.		
Moment for Mission	Dave Rooney, Administrator-Operations	Information
Steve congratulated departments who recently received high marks from Press Ganey patient experience surveys.		
Consent Agenda	Clark, Goltz, Chairperson	Approval
Action: Motion was made by Mark Jensen, seconded by Jan Heikes to approve the Board Minutes, Board Finance Committee Minutes, and Medical Executive Committee Minutes. All other voting aye. Motion carried.		
Department Presentation: Maintenance	Nick Schwartzhoff	Information
Nick shared about the Maintenance team and their areas of specialty. An overview of the buildings and locations that the team maintains was shared, along with their general responsibilities for the medical center including life safety checks, water management, and construction projects. The department strategic dashboard was shared with the Trustees.		
Board Education: County Tax Levy	Ben Stevens, Chief Financial Officer	Information
Ben reviewed the county funds in the medical center's budget and how they are used. Currently between 3.5-5% of the tax funds brought in to county go to the county-owned hospital. An overview of the county tax levy budget and the process of putting together that budget which is submitted to the county were presented. A special board meeting will be held to present the county budget to Trustees for approval. Trustees shared desire to see a budget presented with an increased tax levy rate.		
December Finance Report	Ben Stevens, Chief Financial Officer	Information
Inpatient revenues for the month were above budget by \$109,293. Outpatient revenues for month were \$681,275 (6.6%) above budget. Clinic Family Practice revenue was below budget by \$211,317. Clinic Specialty Practice revenue was below budget by \$86,960. Total Operating Expenses were \$54,061 above budget. Total operating income for the month was a profit of \$134,894 compared to a budgeted profit of \$151,398. Revenues in excess of expenses for the month was a profit of \$311,894 compared to a budget profit of \$270,053.		
A mid-fiscal year review was shared. A graph will be presented quarterly showing the medical center's financial status compared to the feasibility study done to accommodate the Transforming Tomorrow project.		
Foundation Updates	Karl Jacobsen, Trustee	Information
The Foundation Board had a new secretary/treasurer, along with many new board members. The Board is discussing how to best use a large trust left to WMC.		
Administrative Reports	Leadership Team	Information
Chief Administrative Officer Steve Slessor reported: <ul style="list-style-type: none">• WMC is now live with an Accountable Care Organization. Letters have gone out to all Medicare		

patients.

- Rebrand recommendation is nearing completion.

Chief Medical Officer

Dr. Tom Marquardt reported:

- Received commitments from three physicians to work at WMC within in the next few years.

Chief Financial Officer

Ben Stevens reported:

- Larson Construction was contacted to assist WMC to project manage revenue-generating construction projects at WMC.

Chief Nursing Officer

Kathy Moritz reported:

- Med/surg has seen a number of applicants come in for Patient Care Tech position.
- Wound Center staff have been hired and are currently in training. Two of the RNs who are hired were RNs in surgery and continue to support that department in the interim until the Wound Center opens.

Administrator of Operations

Dave Rooney reported:

- Lab Tech position continues to be difficult to recruit.
- Avaya phone system will go live on February 9th.
- Template standardization project is being implemented to go live April 1st.
- On call policy was updated.

Director of Human Resources

Laurie Bulman reported:

- Primary recruitment source for Med Techs has been the Philippines.

Executive Session	Clark Goltz, Chairperson	Approval
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At 5:28 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 Karen McLean, seconded by Britt Rhodes to enter a Closed Session. Roll Call Vote: Jacobsen, aye; McLean, aye; Gullekson, aye; Rhodes, aye; Jensen, aye; Heikes, aye. Goltz, aye. Motion carried.

Return to Regular Session	Clark Goltz, Chairperson	Approval
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At 5:43 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 Jan Heikes to appoint, grant membership and privileges as listed on the Medical Staff Report. All voting aye. Motion carried.

Adjournment		
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The meeting adjourned at 5:33 p.m.

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

Members || O = Absent, X = Present

Clark Goltz, Chairman	X	Jan Heikes, Board member	X	Dave Rooney, Administrator of Operations	X	Eric Crockett, Regional Chair of Admin-MCHS SEMN	O
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Karen McLean, Vice-Chair	X	Mark Jenson, Board member	X	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	BreAnna Soverign, Executive Assistant	X
Karl Jacobsen, Board member (virtual)	X	Laurie Bulman, Director of Human Resources	X	Rachel Schmitt, Executive Assistant	X		

Guests: Nick Schwartzoff, Director of Maintenance

Justin Gullekson, Secretary

Recording: Rachel Schmitt, Executive Assistant