

**Perham Health
Perham, MN
Board Operations Committee
Minutes**

Date: November 28, 2012
Time: 5:30 p.m.
Place: Perham Living Board Room

Present: Kathy Hemmelgarn
Gail Quittschreiber
Cal Dockter
Jerry Kunza
Alfred Fresonke
Bernice Genoch
Eugene Jahnke
Rich Richter
Cyndy Rastedt
Terry Marthaler
Gil Ebner
Alisyn Keil
Karen Field
Dr. Chuck Breen, Sanford
Ellen Cooke, Sanford
Marsh Korman, Sanford

Chuck Hofius
Brad Wurgler
Pat Sjolie
Katie Lundmark
Jim Rieber
Mary Mayer
Sheri Johnson
Justine Ostlie
Staci Malikowski
John Halvorson
Tracy Hendrickx

Excused: Dr. Corey Nyhus (Sanford)

Absent: Jane Aschnewitz

A. Call to Order

Chair Hemmelgarn called the meeting to order at 5:30 p.m.

B. Additions/Deletions

Reports 5. Quality Report
District Board 2. Sanford Management Agreement

C. Board Education

Wurgler, Ostlie and Johnson reviewed the Finance Department structure and functions.

D. Consent Agenda

A motion was made by Genoch, seconded by Kunza, to approve the consent agenda as presented.
Motion carried.

E. Reports

1. *Operating Reports*

- a. **Fiscal and Support Services**
Wurgler reviewed the October financials. October saw a net loss from operations of (\$453,645.26), compared to the budgeted loss of (\$54,676.66). With the addition of the non-operating income, October closed with a total net loss of (\$338,184), compared to a budgeted gain of \$33,973.63.
- b. **Patient Services**
No additions to the report.
- c. **Long Term Care**
Lundmark stated that the Minnesota Department of Health inspected the serving area in the Prairie Grill at Perham Health. The inspection went well with all expectations met.
- d. **Ancillary Services**
Sjolie noted that Sanford supplied flags in support of breast cancer awareness in October. These were placed outside Perham Health and made a positive statement to increase awareness.
2. **CEO Report**
No additions to the report.
3. **Medical Staff Report**
Hofius stated that Sue Cariveau, FNP, was hired to work in the Walk-In Clinic and Emergency Department. Three physician recruitment visits have taken place recently with all going very well. Two additional visits are scheduled.
4. **Sanford Report**
Korman reviewed the Sanford One Chart implementation progress. The sites where implementation has taken place are working through remaining concerns. Perham Health implementation date has not yet been set.

A meeting took place between key individuals at Sanford and Perham Health to discuss the possibility of dialysis. Analysis has revealed that dialysis is feasible, but costly. More discussion will need to take place with Perham Health and the community in order to discuss methods to offer this service.
5. **Quarterly Quality Report**
A motion was made by Dockter, seconded by Kunza, to approve the Quarterly Quality report as presented. Motion carried.

F. Old/Other Business

1. **Adverse Health Event**

An adverse health event took place at Perham Health in the last quarter due to a patient fall. The situation and processes have been reviewed with a number of areas. Potential opportunities for improvement have been identified.

G. New Business

1. *Credentialing*

Upon recommendation by the Executive Committee of the Medical Staff, a motion was made by Rastedt, seconded by Richter, to approve medical staff privileges for Thomas Lorenz, M.D., Tanya Wigestrant, Donna Krueger, Lowell Vomhof, CRNA, and Michelle Kuebler, CRNA until November 30, 2014. Motion carried.

2. *Levy Policy*

The previous levy policy expired with the construction of the new hospital. The new policy serves as a guideline to the Board when setting the levy on an annual basis. A motion was made by Kunza, seconded by Ebner, to approve the Levy Policy as presented. Motion carried.

3. *Recommend 2013 Levy*

With the recommendation of the Finance Committee, a motion was made by Kunza, seconded by Quittschreiber, to recommend to the District Board an increase to the 2013 levy amount by 6% to \$764,260. Motion carried.

4. *Election Results*

The 2012 Perham Hospital District Election results were reviewed. Terry Marthaler was elected to represent Edna Township, Kathy Hemmelgarn will represent Pine Lake Township, Eugene Jahnke will represent Rush Lake Township, John Halvorson will represent Star Lake Township, Staci Malikowski will represent Corliss Township, Debra Cullen will represent Dead Lake Township, and Jeremy Kovash was elected for the At-Large position.

5. *Draft New Board Member Orientation*

Hofius reviewed the orientation schedule for new Board members.

6. *New Board Member Mentorship Program*

Hemmelgarn appointed each new Board member a mentor to assist with the transition into their new role. Rastedt will mentor Halvorson, Keil will mentor Cullen, Marthaler will mentor Kovash, and Ebner will mentor Malikowski.

A motion was made by Kunza, seconded by Genoch, to adjourn the meeting. Motion carried.

There being no further business, the meeting adjourned at 6:40 p.m.

Kathy Hemmelgarn, Chair

Gail Quittschreiber, Clerk

Tracy Hendrickx, Recorder

**District Board Meeting
Minutes**

Present:	Kathy Hemmelgarn	Chuck Hofius
	Gail Quittschreiber	Brad Wurgler
	Cal Dockter	Pat Sjolie
	Jerry Kunza	Jim Rieber
	Alfred Fresonke	Staci Malikowski
	Bernice Genoch	John Halvorson
	Eugene Jahnke	Tracy Hendrickx
	Cyndy Rastedt	
	Terry Marthaler	
	Gil Ebner	
	Alisyn Keil	
	Karen Field	
	Rich Richter	

Absent: Jane Aschnewitz

Chair Hemmelgarn called the Executive Committee meeting to order at 7:29 p.m.

1. *Set 2013 Levy*

A motion was made by Kunza, seconded by Genoch, to increase the 2013 levy amount by 6% to \$764,260. Motion carried.

2. *Sanford Management Contract*

Hofius discussed the Sanford Management Contract. An addendum will be brought to the December meeting to clarify the language to ensure compliance with Meaningful Use. There will be no change to the content, only a clarification in wording.

3. *Election Results*

A motion was made by Dockter, seconded by Field, to certify the election results as presented to the Canvassing Board. Motion carried.

A motion was made by Kunza, seconded by Keil, to adjourn the District Board meeting. Motion carried.

There being no further business, the meeting adjourned at 6:45 p.m.

Katherine A. Hemmelgarn, Chair

Gail Quittschreiber, Clerk

Tracy Hendrickx, Recorder