

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

Date: May 27, 2015
Time: 5:30 p.m.
Place: Perham Health St. James A

Present: Terry Marthaler
Jerry Kunza
Kathy Hemmelgarn
Alisyn Keil
Deb Cullen
Gil Ebner
John Halvorson
Eugene Jahnke
Jeremy Kovash
Staci Malikowski
Thomas Meyer
Cyndy Rastedt
Rich Richter
Ryan Strugar
Marsh Korman (Sanford)
Dr. Mark Paulson (Sanford)
Dr. Tim Studer (Sanford)

Chuck Hofius
Brad Wurgler
Pat Sjolie
Sonda Tolle
Katie Lundmark
Mary Mayer
Sue Von Ruden
Jim Rieber
Amber Hallberg

Excused: Paulette Amundson (Sanford)

A. Call to Order

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

B. Board Education

Quality Management Orientation was presented by Mayer.

C. Consent Agenda

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

D. Reports

1. *Operating Reports*

a. Fiscal and Support Services

Wurgler reviewed the April financials, stating that April saw a net gain from operations of \$128,408, compared to a budgeted gain of \$26,321. With the addition of non-operating income, April finished with a gain of \$197,909 compared to a budgeted gain of \$93,487. This brings the facility to a total net gain of \$1,439,090 for the first seven months of the fiscal year, versus a budgeted gain of \$654,409, a positive variance of \$784,681.

b. Patient Services

No additions to the report.

c. Long Term Care

Lundmark stated street repairs will interrupt water availability at Perham Living on May 28.

Bids for the Therapy/Atrium and Memory Care Assisted Living projects will go out on May 28. A preview walk-through is scheduled for June 11, prior to opening the bids on June 18. References will be checked prior to sharing the bid results at the Board meeting on June 24.

Halvorson inquired about the demographic information collected as part of the market study, which will be a consideration for the Perham Living Master Facility Plan projects.

Lundmark stated that Health Planning Management Resources Group collects and evaluates data from state and county census reports.

d. Ancillary Services

Sjolie stated Denise Ristinen, Director of Occupational Therapy, resigned in May. She added that Perham Health is grateful for her years of service and contributions to the organization.

2. *CEO Report*

Hofius stated Paul Richard, President of the Sanford Fargo Market, will host an informal open house with Perham Health staff on May 28.

Carly Petersen will intern with Perham Health this summer. Petersen, a Perham graduate, is majoring in Healthcare Administration at Minnesota State University - Moorhead.

New nursing positions have been posted to support increased hospital volumes, particularly in OB, and decrease diversions.

3. *Medical Staff Report*

a. *Monthly Update*

Dr. Studer stated the hospital has recently diverted patients due to staffing shortages and an influx in OB.

b. *Recruitment Update*

Dr. Studer stated a first year resident student visited Perham Health over the weekend.

Hofius thanked the physicians who came in on a holiday to visit informally with the student.

c. *Credentialing*

Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Keil, seconded by Meyer, to approve medical staff privileges for Dr. Emad Fahmy, Dr. Tanya Harlow, Dr. Ravinda Samaraweera, Dr. Dane Breker, Dr. Cynthia Knutson, Dr. Amanda Diamond, Dr. David Stover, Dr. Stephen Garrity, and Dr. Florian Weilke until May 31, 2017. Motion carried.

4. *Sanford Report*

Korman stated Sanford Fargo has also been on diversion due to a higher daily census.

Meyer inquired about the anticipated completion of the new Sanford facility in Fargo. Korman stated the current timeline projects occupation beginning September 2017.

Dr. Paulson stated Sanford's financials for this fiscal year are stable and ahead of budget.

5. *Quarterly Quality Report*

Mayer reviewed the Quarterly Quality Report with the Committee.

Meyer inquired about vaccination rates and practices and the impact on absenteeism. Mayer stated that Perham Health has achieved a 90% vaccination rate, but added that those who declined the flu vaccination did not correlate with a higher rate of absenteeism. Hofius added that Perham Health has not made vaccinations mandatory due to a bargaining exemption with the nursing union, but are strongly encouraged for patient safety.

A motion was made by Hemmelgarn, seconded by Rastedt, to accept the Quarterly Quality Report as presented. Motion carried.

F. Old/Other Business

1. *Perham Health - Sanford Health Management Agreement Update*

Hofius stated that attorneys are working on a final draft of the Perham Health - Sanford Health management contract. Both parties are in agreement regarding the major components of the contract.

2. *Legislative Update*

Hofius provided a legislative update to the Committee. Legislation was passed that will increase the Medicaid payments for CAHs to match the payments received by PPS hospitals; improve accessibility and funding for mental health; and establish insurance reimbursement rates for telemedicine services.

Lundmark reviewed legislation that was passed for nursing homes, which will receive increased funding through payment reform. Hofius added that the payment reform passed as a result of bipartisan support from rural legislators who recognized that nursing homes are a significant part of rural economies.

G. New Business

1. *Board Self-Evaluations*

Kunza reviewed the results of the Board Self-Evaluation, noting areas of strength and opportunities for improvement.

Kunza added that the Trustee Summer Conference is scheduled for July 10 - 12, in Alexandria. All Board members are encouraged to attend.

2. *Board Bylaws, Policies, and Community Care Program Review*

Hemmelgarn reviewed the proposed changes to the Board Bylaws and Policies. The committee structure will change to allow all Board members to participate on more active committees. A new Governance Committee will be added to oversee the bylaws, Board education and self-evaluation, and meeting structures. The Buildings and Grounds and Personnel Committees will become ad hoc committees to address specific issues as they arise.

The amounts available for emergency capital purchases will increase to \$50,000 for the CEO and \$100,000 for the Board Chair.

The Community Care Policy poverty guidelines have been updated to reflect current federal poverty guidelines.

A motion was made by Hemmelgarn, seconded by Kovash, to recommend the Board Bylaws, Board Policies, and Community Care Program to the Perham Health District with a correction to the capital emergency purchase amounts. Motion carried.

3. *Rough Draft of Strategic Planning: Review and Input*

Hofius reviewed a preliminary rough draft of the strategic planning goals. The Leadership Team will provide a proposed draft at the next Board meeting in June, and a final draft will be reviewed and approved at the Board meeting in July. Board members are asked to email Hofius with suggested changes.

4. *CAH Annual Policy Review*

Tolle stated that the Center for Medicaid Services now requires all patient care policy changes at Critical Access Hospitals (CAH) to be reviewed and approved annually by the governing Board. All policies are first reviewed by department heads and the committee that completes the annual CAH review. Tolle presented all patient care policies that have changes since January 1, 2015.

A motion was made by Strugar, seconded by Jahnke, to accept the CAH policy changes as presented. Motion carried.

5. *Board Comments*

Lundmark stated the Mature Mile and Family 5k Fun Run/Walk is scheduled for June 6. All are encouraged to participate or volunteer for the event.

There being no further business, a motion was made by consensus to adjourn the meeting at 7:16 p.m.

Terry Marthaler, Chair

Katherine Hemmelgarn, Clerk

Amber Hallberg, Recorder

**Perham Health
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District Board
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Present: Terry Marthaler
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E. Call to Order

Chair Marthaler called the meeting to order at 7:16 p.m.

F. Board Bylaws, Policies, and Community Care Program

A motion was made by Kovash, seconded by Jahnke, to approve the Board Bylaws, Board Policies, and Community Care Program as recommended by the Operations Committee. Motion carried.

A motion was made by Kunza, seconded by Richter, to waive the second reading of the Board Bylaws and Board Policies and implement on June 1, 2015. Motion carried.

There being no further business, a motion was made by consensus to adjourn the meeting at 7:17 p.m.

Terry Marthaler, Chair

Katherine Hemmelgarn, Clerk

Amber Hallberg, Recorder