

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

Date: March 29, 2017

Time: 5:30 p.m.

Place: Perham Living Board Room

Present: Terry Marthaler, Jerry Kunza, Al Berube, Alisyn Keil, Gil Ebner, Eugene Jahnke, Thomas Meyer, Cyndy Rastedt, Ryan Strugar, Dean Simpson, Rich Richter, John Halvorson, Danell Slevin, Chuck Hofius, Lori Lindgren, Pat Sjolie, Tracy Hendrickx, Jim Rieber, Pat Ferguson, Dr. Mark Paulson (Sanford), Dr. Joshua Chapman (Sanford), Jim Rieber, Paulette Amundson (Sanford), Stephanie Trout (Administrative Intern), Amanda Reynolds

Excused: Deb Cullen

A. Call to Order

Chair Marthaler called the meeting to order at 5:31 p.m.

B. Board Education

Ferguson shared information obtained from two different listening sessions with employees. The information is hoped to help Perham Health be the employer of choice for healthcare in this area.

C. Additions or Deletions to the Agenda

Item number 4 under new business will be moved up and be the first item of discussion.

D. Old/Other Business

1. Annual Meeting Feedback

Dr. Paulson was complimented on the presentation he gave on Genomics and the Future of Medicine. The consensus remains having an annual meeting is worthwhile.

2. Legislative Update

Hofius noted He and Terry Marthaler were invited to a meeting with Representative Colin Peterson to discuss the proposed American Health Care Act (ACHA). Also, Senator Al Franken visited Perham Health to discuss the ACHA and its impact on rural health.

Hofius stated a bill is moving forward in the Minnesota legislature to exempt public hospitals from the municipal restrictions on investments. The new budget targets have come out with cuts proposed to health and human services.

Hendrickx mentioned there are currently four bills that would directly impact Long Term Care including, the Elderly Waver Reform Bill, Career Promotion Campaign, Innovative Grant Fund, and Nurse Loan Forgiveness Program.

E. New Business

1. Credentialing

A motion was made by Dr. Chapman, seconded by Dr. Paulson, to approve medical staff privileges for Dr. Randall Boar, Dr. James Christensen, Dr. Timothy Neitzke, Dr. Taylor Dowsle, Dr. Oscar Garcia Medina, Dr. Jon Dangerfield, Dr. Walter Bro, Harold Rodenbiker, Shara Diers, PA, Jeffrey Silper, CRNA, Shannon Wier, PA, and Brenda Amundson, NP until March 31, 2019. Motion carried.

2. Medical Staff Bylaws

Dr. Paulson noted the Medical Staff reviewed the Medical Staff Bylaws and Rules and Regulations and recommends a few minor changes.

Upon recommendation from the Medical Staff, a motion was made by Dr. Paulson, seconded by Meyer to accept the changes to the Medical Staff Bylaws and Rules and Regulations as presented. Motion carried.

3. *Bond Refinancing*

Lindgren stated the hospitals Series 2010 Bonds will be callable March 1, 2020. We can take advantage of today's low interest rates by borrowing now and retiring these funds when they come due. Management recommends proceeding with refinancing and using Dougherty & Companies LLC for placement. With today's interest rates we will achieve debt savings of at least \$500,000 annually for the first ten years. After the interest rates reset we will still achieve, even in the worst case scenario, at least \$118,000 annual savings.

Upon recommendation from the Finance Committee, a motion was made by Keil, seconded by Richter to recommend to the District Board engaging Dougherty & Companies LLC to begin our refinancing and present our project to eligible banks. Motion carried.

4. *Pediatric Therapy Project*

Hofius stated in December, 2016 the Board approved three projects, one being the new Pediatric Therapy space. The design has since been reviewed and management is recommending approval of a new design that is higher cost than what was originally approved. A portion of the project will be funded by the Waredale Fund and Perham Health Hospital Foundation Board is also going to be asked to contribute to the project.

Upon recommendation from the Finance Committee, a motion was made by Halvorson, seconded by Strugar to accept the updated Pediatric Therapy Project at \$181,239.94. All present voted in favor, Meyer abstained. Motion carried.

5. *Annual Safety Report*

No changes or additions to the report.

A motion was made by Paulson, seconded by Ebner to accept the Annual Safety Report as presented. Motion carried.

6. *Sanford Health Network QAPI Plan*

Mayer shared Perham Health is now rated as a five star facility according to Medicare.

7. *Quarterly Quality Report*

Mayer noted there are no additions or changes to the report however; the report in the packet should be titled the "Annual Quality Report".

A motion was made by Kunza, seconded by Meyer to accept the Annual Quality Report as presented. Motion carried.

8. *Employee and Community Physician Referral Bonus*

Hofius noted Sanford announced an initiative in which they will offer a \$5,000 referral bonus to any employee or community member who provides the name of a physician that is ultimately signed by Sanford. He recommends Perham Health offer an additional \$5000 if that physician is signed for Perham, New York Mills, or Ottertail. We will follow all Sanford criteria.

A motion was made by Kunza, seconded by Strugar to adopt a \$5,000 employee and community physician referral bonus for the referral of a physician who practices in a Perham Health Clinic. Motion carried.

F. Consent Agenda

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

G. Reports

1. *Operating Reports*

a. Fiscal and Support Services

Lindgren reviewed the statistics for February stating that the month increased slightly with the Acute census ending with an average daily census of 7.82 patients with an average length of stay of 3.65 days. Swingbed volume decreased with 1 admission and 34 patient days for the month. Obstetrics remained steady compared with 11 births, resulting in 57 births year-to-date. Nursing home occupancy decreased with 94.3 percent. Ancillary services increased compared with January, particularly in Surgery, Lab, Mammograms, MRI's and Speech Therapy. With the exception of Emergency Department, Physical Therapy, Cardiac Rehab, Home Care, and Adult Day Services.

An influenza outbreak at Perham Living restricted admissions for 10 days, thus having an impact on the overall numbers for the month of February.

Accounts Receivable days continue to trend downward, in the Hospital and Clinic, with the exception of a slight increase in the Nursing Home.

b. Patient Services

The CRNA hired to start in June will no longer be joining Perham Health and recruitment for a new candidate has begun.

c. Long Term Care

Hendrickx stated Debbie Kaspar, Director of Nursing in Long Term Care's last day is March 31 and Jill Doll, RN was hired and will start on April 17 in that role.

Trout is completing her internship this week but will remain at Perham Health in a temporary capacity as she has accepted a special grant funded project with Home Care to evaluate and develop an onboarding program.

d. Ancillary Services

Sjolie stated Joint Commission was at the New York Mills Clinic lab on March 21. The clinic had an excellent survey with only two items identified. Both findings were in the lowest category and changes have been implemented.

KLN/Shearer's Clinic is still doing well at about 70% usage.

3. *CEO Report*

Hofius stated the management contract with St. James Manor will continue with slight modifications on a six month trial basis.

Hofius noted the Finance Committee has received proposals from Bremer Bank and United Community Bank to be the official bank of the Perham Hospital District. The committee heard proposals from both banks. The committee is now working to establish specific criteria and request additional information from each bank to allow for a side by side comparison.

3. *Medical Staff Report*

a. *Recruitment Update*

Dr. Chapman stated offers have been extended to three different individuals. A Nurse Midwife who is also a Nurse Practitioner, an Orthopedic Surgeon candidate who would be a shared position with Perham and Detroit Lakes, and a Family Medicine with OB provider.

4. *Sanford Report*

Amundson noted the new Sanford Fargo hospital will open July 25 and there will soon be a tour board members will be invited to. Also noting, once all three Sanford Fargo Hospitals undergo renovations all patient rooms will be private and there will be 50 additional beds.

5. *Partners in Care Annual Report*

No changes or additions to the report.

H. Comments

No comments.

I. Information Items

1. *Men's Night*

Von Ruden noted this year's Men's Night is scheduled for April 11 from 5:00 – 8:00 p.m. and will be held at Prairie Wind Middle School to allow for additional booth space than previous venues. There will be three speakers including, Jason Hoaby, Perham Police Chief, Dr. Joshua Chapman, MD, and Chris Vinton, DNR Conservation Officer.

2. *Board Self Evaluation*

Reynolds asked board member to complete the self-evaluation by April 7 to allow time for Keil Vice-President, and the Governance Committee to review the results.

3. *Expense Vouchers*

Expense vouchers are in the board packet and should be turned into Marthaler.

There being no further business, the meeting adjourned at 7:21p.m.

Terry Marthaler, Chair
Thomas Meyer, Clerk
Amanda Reynolds, Recorder

**Perham Health
Perham, MN
District Board
Minutes**

Date: March 29, 2017
Time: 7:21 p.m.
Place: Perham Living Board Room
Present: Terry Marthaler, Al Berube, Alisyn Keil, Deb Cullen, Gil Ebner, Eugene Jahnke, Thomas Meyer, Cyndy Rastedt, Ryan Strugar, Jerry Kunza, Dean Simpson, Danell Slevin, Rich Richter, John Halvorson, Chuck Hofius, Lori Lindgren, Amanda Reynolds
Excused: Deb Cullen

A. Call to Order

Chair Marthaler called the meeting to order at 7:21p.m.

B. Bond Refinancing

Upon recommendation from the Operations Committee a motion was made by Jahnke, seconded by Halvorson to engage Dougherty & Companies LLC to begin our refinancing and present our project to eligible banks. Motion carried

There being no further business, a motion was made by consensus to adjourn the meeting at 7:22 p.m.

Terry Marthaler, Chair
Thomas Meyer, Clerk
Amanda Reynolds, Recorder