Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: May 31, 2017
Time: 5:30 p.m.
Place: Perham Living Board Room
Present: Terry Marthaler, Jerry Kunza, Alisyn Keil, Gil Ebner, Eugene Jahnke, Danell Slevin, Thomas Meyer, Rich Richter, Ryan Strugar, Cyndy Rastedt (Telehealth), Dr. Mark Paulson (Sanford), Dr. Joshua Chapman (Sanford), Chuck Hofius, Sonda Tolle, Tracy Hendrickx, Pat Sjolie, Mary Mayer, Jennifer Howie, Beth Ulschmid, Levi Wold (Administrative Intern), Amanda Reynolds
Excused: John Halvorson, Al Berube, Dean Simpson, Paulette Amundson (Sanford)

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

B. Public Hearing on Issuance of Private Activity to Finance Healthcare Activities
No public members were present. Marthaler called a close to the Public Hearing.

C. Board Education
Education on Social Services and Advanced Care Planning was provided by Howey; who encouraged those present to contact her if they are interested in having her speak about the process of Advanced Care Planning.

D. Additions or Deletions to the Agenda
Marthaler introduced the Administrative Intern, Levi Wold. Wold will intern for a period of three months.

E. Old/Other Business

1. Legislative Update

Hofius stated the Public Hospital Investment Act passed and will go into effect on August 1. In order to utilize this option the investment policy is in the process of being updated and will be brought to the board for approval at the June 28 meeting after review of the Finance Committee. In addition, criteria for a request for proposal for a licensed investment advisor will be issued.

In addition the Health and Human Services budget passed in a special session. This included utilizing funds from the Healthcare Access Fund to offset significant tax cuts.

Hendricks stated in relation to long-term-care, the framework for elderly waiver reform passed but very little funding. In addition, a workforce campaign, additional funding for scholarships that now include home health care and assisted living employees Hofius stated there is still concern on a federal level with the unknowns of the American Healthcare Act and the possibility of losing the federal funding portion of the MN Care program.

2. Bond Refinancing Update

Hofius stated the Request for Proposal from Dougherty and Company LLC that was presented to interested banks was reviewed. There are currently multiple banks consdering the transaction. The deadline for bank proposals is June 6 and the information will be presented to the Finance Committee at the June meeting with plan for Board action at the June 28 meeting.

F. New Business

1. Credentialing

A motion was made by Dr. Chapman, seconded by Jahnke, to approve medical staff privileges for Dr. David Stover, Dr. Florian Weilke, Dr. Stephen Garrity, Dr. Martha Kearns, Dr. John Asleson, Dr. Erica Martin- Macintosh and, Dr. Margaret Mickelson until May 31, 2019. Motion carried.

2. *CAH Annual Policy Review*
Tolle stated that the Center for Medicaid Services 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. The only addition to the CAH Annual Policy is that it now obtains a series of patient care policies.

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

3. *Vision 2020 Strategic Plan & 2018 Strategic Goal Discussion*
Hofius stated spring of 2019 will be the next full planning session in the cycle; however he reviewed the Vision 2020 plan and encouraged members to come forth with any input they may have on the 2018 Strategic Goals; which the Leadership Team will start discussing in June.

G. <u>Consent Agenda</u>
A motion was made by Richter, seconded by Dr. Paulson, to approve the consent agenda as presented. Motion carried.

H. <u>Reports</u>
1. *Operating Reports*
   a. Fiscal and Support Services
   Hofius reviewed the April financials, stating that April saw a net decrease from operations of ($176,366), compared to a budgeted gain of $39,264. With the addition of non-operating income, April finished with a loss of ($75,427), compared to a budgeted gain of $131,911. This brings the facility to a total net gain of $1,035,989 for the first eight months of the fiscal year, versus a budgeted gain of $1,066,580 a negative variance of ($30,951).

   Hofius noted most other facilities in the Sanford network and the area saw a decline during the month of April similar to the one Perham Health experienced.

   b. Patient Services
   Tolle noted Barb Felt was recognized as an Outstanding Traffic Safety Partner of the Year for her work in growing the CPR, EMT, and EMR training programs.

   c. Long Term Care
   No updates to the report.

   d. Ancillary Services
   Pediatric Therapy will take possession of the new space on June 19.

   Marthaler commented on how he appreciated inclusion of the KLN/Shearer's Clinic statistics in Sjolie's board report.

2. *CEO Report*
No updates to the report.

3. *Medical Staff Report*
   a. Monthly Update
   Dr. Paulson stated the majority of updates pertain to recruitment.

   b. Recruitment Update

Dr. Paulson noted Tonya Diggins, APRN, CNP, CNM and Dr. Murrell, Family Medicine witih OB will both begin practicing here sometime this summer. In addition there have been contracts extended to two other individuals; one a nurse practitioner whom will graduate in December and the other a family medicine doctor that is just starting her residency program.

4. *Sanford Report*
   Dr. Paulson stated open houses of the new Sanford Medical Center will be taking place the month of June leading up to the opening scheduled for July 25.

5. *Quarterly Quality Report*
   No additions to the report.

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

G. <u>Informational Items</u>

1. *Scholarship Award Winners*
2. *MHA Annual Summer Conference*
   Reynolds stated the deadline to register is July 1 but to contact her ASAP to ensure room reservations.

There being no further business, the meeting adjourned at 6:50 p.m.

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