

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

Date: June 28, 2017
Time: 5:30 p.m.
Place: Perham Health St. James A
Present: Terry Marthaler, Jerry Kunza, Dean Simpson, Alisyn Keil, Al Berube, Gil Ebner, John Halvorson, Eugene Jahnke, Thomas Meyer, Cyndy Rastedt, Rich Richter, Ryan Strugar, Danell Slevin, Paulette Amundson (Sanford), Dr. Mark Paulson (Sanford), Dr. Joshua Chapman (Sanford), Chuck Hofius, Lori Lindgren, Tracy Hendrickx, Pat Sjolie, Beth Ulschmid, Denny Ehrichs, Jim Rieber, Sue Von Ruden, Kurt Apfelbacher, Levi Wold (Administrative Intern), Amanda Reynolds
Excused: Dr. Mark Paulson (Sanford), Sonda Tolle

A. Call to Order

Chair Marthaler called the meeting to order at 5:32 p.m.

B. Board Education

1. The video *Different Hospitals, One Mission* from the American Hospital Association was viewed.
2. Education on the Community Paramedic Program was provided by Ehrichs; noting one of the primary goals of the community paramedic program is to assist people so they are able to stay in their homes and we have been lucky enough to offer this service for the past year.

C. Old/Other Business

1. *Refinancing Update*

Kurt Apfelbacher, Dougherty & Company LLC presented on the current status of the bond refinancing process. Initial RFP's have been submitted and Apfelbacher is negotiating terms identified by the board and will present an update to Finance Committee for approval.

D. New Business

1. *Credentialing*

Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Joshua Chapman, seconded by Kunza, to approve medical staff privileges for Jennifer Jorgenson, CRNA, Dr. Nicole Strand, Dr. Randel Stolee, Dr. Thomas Mohs, Dr. Gregory Glassner, Dr. Cheryl DeBoer, Dr. Su Ann Ng, Dr. Jessica Grimes, Dr. Mark Paulson, Dr. Vincent Pankonin, Dr. Chad Welle, CRNA, Dr. Robert Reed, Dr. Robert Campbell, and Dr. Brett Glawe until June 30, 2019.

2. *2018 Strategic Goals – First Draft*

Hofius reviewed the draft noting many of the proposed goals for 2018 are a continuation from the current year. He encouraged board members to contact him with other ideas or edits.

3. *Roof Repair/Replacement Considerations*

Rieber stated that the shingled portion of Perham Living suffered damage during a recent wind storm and needs to be repaired or replaced. He obtained three options and is recommending replacement of both the upper and lower level roofs with 50 year replacement shingles totaling \$95,007 less the amount received from insurance of allowing \$29,333 (after deductible and the depreciated amount of \$4,981.32) for a net expense of \$70,655.32, not considering any unforeseen circumstances that may be discovered during removal.

Upon recommendation from the Finance Committee, a motion was made by Halvorson, seconded by Keil, to approve the replacement of the shingled portion of the roof for \$70,655.32 as presented. All present voted in favor. Motion Carried.

4. *Microbiology Walkaway Analyzer*

Sjolie stated lab is in need of a new microbiology analyzer and after comparison of multiple units, leadership is recommending the purchase of a Walkaway Analyzer.

Upon recommendation from the Finance Committee, motion was made by Keil, seconded by Rastedt, to approve the purchase of a Microbiology Walkaway Analyzer for the amount of \$60,000 as presented. All present voted in favor. Motion carried.

5. *MRI Upgrade*

CMDI is providing the organization with a new MRI machine and a portion of the costs for construction; however, the expense to Perham Health will be \$46,953.80 (including a \$5,000 contingency expense). The new MRI machine will shorten the scanning time and provide higher quality images at a lower cost. CMDI will also be providing a mobile unit during the time of construction.

Upon recommendation from the Finance Committee, a motion was made by Halvorson, seconded by Keil, to approve the MRI Upgrade in the amount of \$46,953.80 as presented. Meyer abstained from the vote. Motion Carried.

6. *Investment Policy*

Lindgren stated in order for the organization to take advantage of the current legislative changes allowing us to invest as of August 1, updates need to be made to the current investment policy. Once the policy is complete it will be presented to the finance committee and the board. We are also working on a Request for Proposal for an investment advisor.

7. *“Half of It” Marketing Campaign*

Von Ruden showed the billboard and print versions of the recently launched marketing campaign, projected to run over the next year, which will also include radio and social media components.

8. *2016 Market Share Analysis*

Wold reviewed the results of the 2016 Market Share Analysis for the Perham Hospital District.

9. *Trauma Hospital Board of Directors Resolution*

A motion was made by Strugar, seconded by Richter, to approve the Trauma Hospital Operations Board of Directors Resolution as presented. Motion carried.

E. Consent Agenda

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

F. Reports

1. *Operating Reports*

a. *Fiscal and Support Services*

Lindgren reviewed the May financials, stating that May saw a net gain from operations of \$155,366, compared to a budgeted gain of \$39,585. With the addition of non-operating income, May finished with a gain of \$254,661, compared to a budgeted gain of \$132,232. This brings the facility to a total net gain of \$1,290,649 for the first eight months of the fiscal year, versus a budgeted gain of \$1,198,812, a positive variance of \$91,837.

b. *Patient Services*

No updates to the report.

c. Long Term Care

Hendrickx stated the MN Department of Health arrived on June 26 and an update will be provided upon conclusion of the inspection.

d. Ancillary Services

No updates to the report.

2. *CEO Report*

Hofius provided a legislative update noting there are concerns for the next biennium as the state Healthcare Access Fund will no longer have funds available. Federally, the Better Care Reconciliation Act has been released and if passed would result in 22 billion people losing health insurance.

3. *Medical Staff Report*

a. *Monthly Update*

Dr. Chapman stated the providers recently received the 2017 version of the physician burnout that was completed in 2016. In addition, the providers have continued to meet monthly for journal club.

b. *Recruitment Update*

Dr. Chapman stated Brenda Amundson, CNP, has begun working in the same day clinic.

Amanda Hougtling, FNP will be here some in the fall and officially start in February, 2018.

A contract was recently extended to a Family Medicine with OB candidate who is currently in residency and would be completed with her schooling in three years.

Dr. Chapman announced he will be taking a leave of absence in 2018 from March through May and is grateful for the positive support he had received from leadership and his colleagues.

4. *Sanford Report*

Amundson thanked those who attended the recent tours and concert at the Sanford Medical Center in Fargo.

5. *Strategic Goal Progress Report*

Hofius stated the report displays the current progress of the five year Vision 2020 Strategic Goals.

G. Information Items

1. July Governance Meeting

Reschedule to Thursday, August 10 | 3:30 p.m. | St. James A

There being no further business, the meeting adjourned at 7:39 p.m.

Terry Marthaler, Chair

Thomas Meyer, Clerk

Amanda Reynolds, Recorder