

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

Date: October 25, 2017

Time: 5:30 p.m.

Place: Perham Health St. James A

Present: Terry Marthaler

Jerry Kunza

Rich Richter

Alisyn Keil

Cyndy Rastedt

Rich Richter

Gil Ebner

Ryan Strugar

Al Berube

John Halvorson

Eugene Jahnke

Staci Malikowski

Thomas Meyer

Dean Simpson (telehealth)

Paulette Amundson (Sanford)

Dr. Mark Paulson (Sanford)

Dr. Joshua Chapman (Sanford)

Dr. Brett Glawe (Sanford)

Chuck Hofius

Tracy Hendrickx

Pat Sjolie

Beth Ulschmid

Pat Ferguson

Sue Von Ruden

Kurt Apfelbacher (Dougherty & Company)

Amanda Reynolds

Excused: Spencer Schram

A. Call to Order

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

B. Additions/Deletions

Under D. Old/Other Business 1. Bond Refinancing-Final Report will be presented prior to Board Education.

C. Board Education

Chuck Hofius, CEO presented on follow-up to employee listening sessions and the 2018 salary program.

D. Old/Other Business

1. Bond Refinancing – Final Report

Kurt Apfelbacher, Dougherty & Company presented a summary of the bond refinancing while highlighting the main points including, objectives, results, terms, proposed structure, and final sources.

Apfelbacher exited the meeting.

2. We are Perham Health – Board Commitment

Each board member signed the new We are Perham Health standards of behavior commitment statement.

E. New Business

1. *Credentialing*

A motion was made by Dr. Josh Chapman, seconded by Jahnke, to approve medical staff privileges for Dr. Travis Swartz, Dr. Jamie Deraney, Dr. Joseph Dragon, Jacqueline Bartlett, PA, and Annalise Shippee, PA until October 31, 2019. Motion carried.

2. *HR Policy Changes*

Ferguson reviewed the few changes made to the polices, most changes were updated to language to reflect current processes and the updated standards of behavior.

A motion was made by Kunza, seconded by Halvorson, to approve to the changes of the Human Resources Policies as presented.

F. Consent Agenda

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

G. Reports

1. *Operating Reports*

a. *Fiscal and Support Services*

Hofius reviewed the September financials, stating that September saw a net decrease from operations of (\$572,740), compared to a budgeted gain of \$39,308. With the addition of non-operating income, September finished with a loss of (\$1,503,936), compared to a budgeted gain of \$131,955. This brings the facility to a total net gain of \$954,218, for the 2017 fiscal year, versus a budgeted gain of \$1,834,742, a negative variance of (\$880,524).

Fees associated with bond refinancing, occurring on the issuance date, had a large impact on the year end financials, as timing didn't allow any of the savings that will be incurred to be reflected but will in years to come.

b. *Patient Services*

No additions to the report.

c. *Long Term Care*

No additions to the report.

d. *Ancillary Services*

Sjolie stated the new MRI is up and running and producing some good quality scans.

2. *CEO Report*

Hofius provided updates on what is occurring in healthcare on the federal and state levels.

3. *Medical Staff Report*

a. *Monthly Update*

Dr. Chapman introduced Dr. Brett Glawe whom will be taking over as Chief of Medical Staff in January, 2018.

Updates on the Hospitalist program were provided and it seems to be going well with positive feedback from patients and staff.

b. *Recruitment Update*

Dr. Paulson stated Dr. Stephen Murrell and Tonya Diggins, CNM, CNP will both begin seeing patients in November.

Amundson noted that Sanford has paid out its first community recruitment incentive. A Dermatologist was recruited to begin practicing in Detroit Lakes in the year 2020. An individual from that community will receive a \$5,000 recruitment bonus.

4. *Sanford Report*

Paulson stated Sanford recently hosted an annual meeting in Sioux Falls including leadership and department chairs totaling about 500 individuals. Updates were provided on the organization along with many educational sessions and speakers.

Amundson shared info regarding the Sanford Chip that will launch in January which will measure pharmacogenetics and any predisposition of genetic diseases. There will be additional info to follow at the October Board Meeting.

5. *Quarterly Strategic Goals Report*

A motion was made by Dr. Mark Paulson, seconded by Kunza, to approve the Quarterly Strategic Goals report as presented.

6. *Quarterly Community Relations Report*

The profit from the hospital foundation fundraiser, Blue, Brew, and BBQ to help fund construction of a safe room in the Emergency Department is estimated to have come in much higher than initially thought.

7. *Quarterly Human Resources Report*

No additions to the report.

H. Information Items

1. *MHA Winter Trustee Conference* – Board members are to RSVP to Reynolds by December 15 if they plan to attend.

Employees were dismissed.

Hofius informed the board a candidate to fill the CFO role has been selected and an offer will be made the day following this meeting.

Terry Marthaler, Chair

Thomas Meyer, Clerk

Amanda Reynolds, Recorder