Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: September 27, 2017
Time: 5:30 p.m.
Place: Perham Living Board Room
Present: Terry Marthaler
Jerry Kunza
Alisyn Keil
John Halvorson
Eugene Jahnke
Cyndy Rastedt
Rich Richter
Thomas Meyer
Gil Ebner
Al Berube
Dr. Mark Paulson (Sanford)
Dr. Joshua Chapman (Sanford)
Paulette Amundson (Sanford)
Pat Sjolie
Jim Rieber
Chuck Hofius
Justine Anderson
Sonda Tolle
Beth Ulschmid
Amanda Reynolds
Kurt Apfelbacher (Dougherty and Company, Teleconference)
Excused: Dean Simpson, Ryan Strugar

A. Call to Order

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

B. Old/Other Business

1. *Refinancing Update*

Apfelbacher stated the Bond Refinancing closed today as scheduled and as of the following date the new debt structure is in place. Interest rates were locked in at 3.46 for the bank qualified notes and 3.89 for the non-bank qualified notes. Each January $10 million will be converted to bank qualified. The average overall savings is $714,000 per year. Doughtery and Company will attend the October Board Meeting to present a summary book of the refinancing that will be beneficial for future planning.

Apfelbacher exited the meeting.

C. New Business

1. *Credentialing*

Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Chapman, seconded by Dr. Paulson to approve medical staff privileges for Dr. Paul Wasemiller, Dr. Kailey Witt, and Kelley Madick, NP until September 30, 2019. Motion Carried.

2. *2018 Operating Budget*

Anderson presented the operating budget.

A motion was made by Kunza, seconded by Halvorson to recommend approval of the 2018 Operating Budget to the District Board. Motion carried.

3. *2018 Capital Budget*

Hofius Presented the capital budget.

A motion was made by Jahnke, seconded by Halvorson, to recommend approval of the 2018 Capital Budget to the District Board. Motion carried.

4. *Provision of Care Policy Updates*
   Tolle presented the Provision of Care Policy updates noting the most significant changes to the annual update included a revision of the organizations mission, vison, and values.

   A motion was made by Dr. Paulson, seconded by Keil, to approve the changes to the Provision of Care Policy policy as presented. Motion carried.

5. *Volunteer Bylaws*
   Hofius stated the Volunteer Committee updated the Volunteer Bylaws to reflect current practice.

   A motion was made by Berube,seconded by Rastedt, to approve the updates to the Volunteer Bylaws as presented. Motion carried.

6. *Medical Staff Rules and Regulations*
   Tolle noted with the addition of the hospitalist role and having an Advanced Practice Provider (APP) serve in that role, updates needed to be made to the current Medical Staff Rules and Regulations.

   Upon recommendation of the Medical Staff a motion was made by Keil, seconded by Kunza, to approve the updated Medical Staff Rules and Regulations as presented. Motion carried.

7. *Briarwood Roof Repairs*
   Hofius stated the Briarwood Roof has been discovered to have sustained damage due to excessive heat as well as more recent damage in a wind storm. To correct the damage there is a need for increased ventilation, additional rafter support and insulation.

   A motion was made by Dr. Paulson, seconded by Kunza, to approve the Briarwood roof repairs at $49,891.60 as presented. All present voted in favor. Motion carried.

D. Consent Agenda

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

E. Reports

1. *Operating Reports*
   a. Fiscal and Support Services
      Anderson reviewed the August financials, stating that August saw a net gain from operations of $117,992, compared to a budgeted gain of $93,385. With the addition of non-operating income, August finished with a gain of $227,822, compared to a budgeted gain of $186,032. This brings the facility to a total net gain of $2,458,154 for the first eleven months of the fiscal year, versus a budgeted gain of $1,702,787, a positive variance of $755,376.

   b. Patient Services
      No update to the report.

   c. Long Term Care
      No updates to the report.

   d. Ancillary Services
      Sjolie stated there is currently active recruitment of an Athletic Trainer.

2. *CEO Report*
   Hofius presented an interim CFO plan until the position is filled.

Hofius thanked all who attended and supported the Perham Hospital Foundation's Annual Fundraiser Blue, Brew, and BBQ. The proceeds will go towards construction of a Safe Room in the Emergency Department.

3. *Medical Staff Report*
   a. *Monthly Update*
      A trial Hospitalist model of care was implemented on September 5 with Judy Bellanger-Doll, PA serving in the Hospitalist role. The program has been well received.

   b. *Recruitment Update*
      No additions to the report.

4. *Sanford Report*

Amundson stated there have been many leadership changes including, Nate White, CEO of the Fargo Region, Bruce Viessman, VP of the Fargo Regional Network, and change in the Fargo Region VP of Nursing.

Roger Maris Cancer Center has begun an expansion project extending into what once was Emergency Department space at the Broadway site.

Since the opening of the new Sanford Medical Center there has been an increase of Intensive Care Unit patients. This is projected to increase even more come Spring of 2018 when a survey will be completed to become a Level 1 Trauma Center.

G. <u>Closed Session</u>

1. Clinic Property Tax Appeal – Potential Litigation
2. Personnel Matter

H. <u>Information Items</u>

1. Just for Women: Tuesday, October 17, 5:00 - 7:30 p.m., at the Perham High School
2. Meeting Attendance and Expense Voucher - July – September
3. MHA Trustee Regional Meeting | October 11 | Staples, MN

There being no further business, the meeting adjourned at 7:00 p.m.

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Terry Marthaler, Chair

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Thomas Meyer, Clerk

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Amanda Reynolds, Recorder

Perham Health
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Perham Hospital District Board
Minutes

Date: September 27, 2017
Time: 7:01 p.m.
Place: Perham Living Board Room

Present: Terry Marthaler
Jerry Kunza
Alisyn Keil
John Halvorson
Eugene Jahnke
Rich Richter
Cyndy Rastedt
Gil Ebner
Thomas Meyer
Al Berube
Dr. Mark Paulson (Sanford)
Dr. Joshua Chapman (Sanford)
Paulette Amundson (Sanford)
Chuck Hofius
Amanda Reynolds

Excused: Dean Simpson, Ryan Strugar

A. Call to Order

Chair Marthaler called the meeting to order at 7:01 p.m.

B. 2018 Operating Budget

A motion was made by Keil, seconded by Halvorson, to approve the 2018 Operating Budget as recommended by the Operating Committee. Motion carried.

C. 2018 Capital Budget

A motion was made by Keil, seconded by Halvorson, to approve the 2018 Capital Budget as recommended by the Operating Committee. Motion Carried.

D. Dead Lake Township Representative

Upon recommendation of the Executive Committee, a motion was made by Halvorson, seconded by Keil to appoint Spencer Schram to fill the vacant Dead Lake Township Board Position through December 31, 2018 and hold a special election for a 2-year term in the November 2018 general election.

E. Corliss Township Representative

Upon recommendation of the Executive Committee, a motion was made by Jahnke, seconded by Ebner to appoint Staci Malikowski to fill the vacant Corliss Township Board Position through December 31, 2018 and hold a special election for a 2-year term in the November 2018 general election.

There being no further business, the meeting adjourned at 7:06 p.m**.**

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Terry Marthaler, Chair

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Thomas Meyer, Clerk

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Amanda Reynolds, Recorder