

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

Date: December 27, 2017

Time: 5:30 p.m.

Place: Perham Heath St. James A

Present: Terry Marthaler

Jerry Kunza

Spencer Schram

Alisyn Keil

Staci Malikowski

John Halvorson

Gil Ebner

Eugene Jahnke

Thomas Meyer

Cyndy Rastedt

Ryan Strugar

Al Berube

Dean Simpson (Teleconference)

Dr. Mark Paulson (Sanford)

Dr. Brett Glawe (Sanford)

Paulette Amundson (Sanford, Teleconf.)

Chuck Hofius

Justine Anderson

Sonda Tolle

Pat Sjolie

Tracy Hendrickx

Jim Rieber

Beth Ulschmid

Stephanie Trout

Jennifer Howey

Christopher Virta (Fryberger, Buchanan,
Smith & Frederick, P.A.)

Excused: Dr. Joshua Chapman (Sanford)

Absent: Rich Richter

A. Call to Order

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

The Operations Committee was suspended at 5:32 p.m. for a brief District Board action item.

The Operations Committee reconvened at 5:37 p.m.

B. Board Education

Jennifer Howey, Director of Social Services provided education on the department and an overview of the services they provide.

C. Old/Other Business

1. Sanford Management Agreement Annual Review

Hofius referenced a final version of the Sanford Management Agreement Annual Review noting it shows high satisfaction of the Sanford Management Agreement.

Upon recommendation from the Executive Committee, a motion was made by Jahnke, seconded by Strugar, to approve the Sanford Management Agreement Annual Review as presented.

Motion Carried.

D. New Business

1. Credentialing

Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Paulson, seconded by Kunza, to approve medical staff privileges for Wendy Gravelle, CRNA, Dr. Matthew Nelsen, Duane Oftedahl, PA, Dr. Thomas Seaworth, and Dr. Kevin Wentworth until December 31, 2019. Motion carried.

2. *Capital Purchase: Matching Grant Approval for Purchase of DR Radiology Room*

Hofius explained management is requesting permission to apply for a MDH Capital Improvement Grant for the purchase of a DR Radiology Room. If awarded, this item would be moved from the 2019 capital budget to the current year.

Upon recommendation from the Finance Committee, motion was made by Keil, seconded by Berube, to recommend the following resolution to the District Board.

Be it resolved that:

Perham Hospital District apply for a Rural Hospital Capital Improvement grant from the Office of Rural Health and Primary Care of the Minnesota Department of Health.

Perham Hospital District certifies that it will comply with the requirements of the Rural Hospital Capital Improvement Grant Program, including the requirements in the Minnesota Statutes 144.148.

Perham Hospital District enters into a grant agreement with the State of Minnesota if the application is successful.

Chuck Hofius is hereby authorized to execute contracts and certifications as required to implement the organizations participation in the Minnesota Rural Hospital Capital Improvement Grant Program.

3. *CLA Price Comparison Analysis*

Anderson presented an analysis completed by Clifton Larson Allen comparing the pricing of services provided by Perham Health to a peer group of hospitals in our area. Overall, the pricing of in-patient charges are below the 25th percentile in the state. Outpatient pricing is closer to the median.

4. *2015-2017 Episodes of Patient Diversion*

Tolle shared statistics that we are making progress on our goal of decreasing patient diversion. We had 29 episodes of patient diversion in 2015, 21 in 2016 and 17 in 2017. She said we continue to implement strategies to reduce this even further.

5. *Drug Diversion*

Hofius reviewed an instance of drug diversion; noting this is a difficult issue many hospitals are struggling with.

6. *Operations Committee Meeting Time*

Marthaler stated the Operations Committee completed a survey and it was concluded that all members are available and prefer to move the meeting time to 5:00 p.m. This will be effective beginning January 2018.

A motion was made by Kunza, seconded by Jahnke, to approve changing the monthly Operations Committee Meeting time to 5:00 p.m.

E. Consent Agenda

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

F. Reports

1. *Operating Reports*

a. Fiscal and Support Services

No additions to the report.

b. Patient Services

No additions to the report.

c. Long Term Care

No additions to the report.

d. Ancillary Services

Sjolie noted the American Red Cross will be on site January 16 for a blood drive for Perham Health employees.

2. *CEO Report*

No additions to the report.

3. *Medical Staff Report*

Hofius noted beginning in January the Emergency Room Physician will also be serving in the Hospitalist role from 7 p.m. to 7 a.m.

a. *Monthly Update*

Dr. Paulson stated Kelly Krabbenhoft will be at Perham Health on Thursday, January 11 as part of a media interview with Dr. Paulson.

b. *Recruitment Update*

Dr. Glawe stated Amanda Houghtaling, NP will begin practicing in January.

4. *Sanford Report*

Amundson announced Perham will now be represented on Sanford's North Network Board of Directors, as Dr. Glawe has been selected.

G. Comments

1. *Board*

Rastedt thanked everyone for an arrangement sent to her mother-in-law's funeral and for a wonderful Emergency Department experience.

H. Information Items

1. Annual Meeting | January 31, 2018

2. Board Expense Vouchers

There being no further business, the meeting adjourned at 7:07 p.m.

Terry Marthaler, Chair

Thomas Meyer, Clerk

Stephanie Trout, Recorder

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

Date: December 27, 2017

Time: 7:07 p.m.

Place: Perham Health St. James A

Present: Terry Marthaler

Jerry Kunza

Spencer Schram

Alisyn Keil

Staci Malikowski

John Halvorson

Gil Ebner

Eugene Jahnke

Thomas Meyer

Cyndy Rastedt

Ryan Strugar

Al Berube

Dean Simpson (Teleconference)

Chuck Hofius

Justine Anderson

Stephanie Trout

Absent: Rich Richter

A. Call to Order

Chair Marthaler called the meeting to order at 5:33 p.m.

B. Resolution Approving the Reissuance of the 2017A-3A Note

Hofius stated it is in Perham Health's best interest to have the debt bank qualified, however only \$10 million can be done per year. We will continue to move money yearly until all the debt is bank qualified.

A motion was made by Halvorson, seconded by Keil, to approve the Reissuance of the 2017A-3A Note.

The District Board meeting was suspended at 5:37 p.m.

The District Board meeting reconvened at 7:07 p.m.

B. Capital Purchase Matching Grant Approval for Purchase of DR Radiology Room

Upon recommendation from the operations committee, a motion was made by Keil, seconded by Halvorson to approve the following resolution. Motion carried.

Be it resolved that:

Perham Hospital District apply for a Rural Hospital Capital Improvement grant from the Office of Rural Health and Primary Care of the Minnesota Department of Health.

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Chuck Hofius is hereby authorized to execute contracts and certifications as required to implement the organizations participation in the Minnesota Rural Hospital Capital Improvement Grant Program.

There being no further business, a motion was made by consensus to adjourn the meeting at 7:08 p.m.

Terry Marthaler, Chair

Thomas Meyer, Clerk

Stephanie Trout, Recorder