Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: September 26, 2018
Time: 5:00 p.m.
Place: Perham Health St. James A Conference Room
Present: Terry Marthaler

Jerry Kunza	Chuck Hofius
Alisyn Keil	Justine Anderson
Eugene Jahnke	Pat Sjolie
Ryan Strugar	Sonda Tolle
Spencer Schram	Tracy Hendrickx
Gil Ebner	Jim Rieber
Al Berube	Pat Ferguson
Thomas Meyer	Karen Meyer
Rich Richter	Troy Ament (Sanford)
Mike Brasel	Amanda Reynolds
Cyndy Rastedt	
Brett Glawe (Sanford)	
Dr. Mark Paulson (Sanford)	

Excused: Dean Simpson, Dan Olson (Sanford)

A. Call to Order

Chair Marthaler called the meeting to order at 5:01 p.m.

B. Board Education

Troy Ament, Sanford Health Director of Technology and IT Security presented on the high level of security and initiatives Sanford Health is committed to in the area of cyber security.

C. Old/Other Business

1. *Clinic Expansion Project Update*

   Rieber provided an update on the clinic expansion project noting the completion date is anticipated roughly for Thanksgiving. The internal walls are up and externally the stucco work is in the beginning stages. There are currently detours due to construction and the addition of a couple parking lots.

D. New Business

1. *Credentialing*

   Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Mark Paulson, seconded by Jahnke, to approve medical staff privileges for Dr. Jacob Goldenberg, Dr. Conrad Hanstein, Dr. Christopher Kallenbach, Dr. Guillermo Alfredo Marroquin Galvez, Dr. Jean Dominique Morancy, and Dr. Robert Shook until September 30, 2020. Motion carried.

2. *Provision of Care Policy Updates*

   Sjolie stated the policy is updated annually and the only major additions include sports medicine and prior authorization services.

   A motion was made by Strugar, seconded by Brasel, to approve the changes to the Provision of Care Policy as presented. Motion carried.

3. *Human Resources Policy Updates*
   Ferguson stated HR policies are reviewed annually and are effective October 1. Only minimal changes were made to existing policies and the addition of two new policies.

   A motion was made by Kunza, seconded by Berube, to approve the changes to the Human Resources Policies as presented. Jahnke abstained from the vote. Motion carried.
4. *House Purchase*
   Hofius presented a map showing all the property Perham Health owns near the nursing home and two properties that are currently being pursued.

   Upon recommendation of the Finance Committee, a motion was made by Richter, seconded by Meyer to recommend the District Board confirm the Purchase Agreement for $137,500. Marthaler abstained, motion carried.

   A motion was made by Jahnke, seconded by Kunza, to recommend the District Board authorize Hofius as CEO to negotiate and purchase the house located at 745 2nd Street West, Perham, MN 56573. Motion carried.
5. *Capital Purchase – Trash Compactor*
   Anderson presented the proposed FY 2019 capital purchase of a trash compactor for Perham Living.

   Upon recommendation of the Finance Committee, a motion was made by Schram, seconded by Richter, to approve the capital purchase of the trash compactor for $66,378.96 as presented. Motion carried.
6. *Quality in Action*
   Dr. Glawe shared a story that occurred in the clinic that had a great patient outcome.

E. <u>Consent Agenda</u>

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

F. <u>Reports</u>

1. *Operating Reports*
   a. *Fiscal and Support Services*
      Anderson reviewed the August financials, stating that August saw a net gain from operations of $807,761, compared to a budgeted gain of $152,968. With the addition of non-operating income, August finished with a gain of $906,345, compared to a budgeted gain of $266,485. This brings the facility to a total net gain of $4,108,721 for 11 months of the fiscal year, versus a budgeted gain of $3,255,856, a variance of $582,865.
   b. *Patient Services*
      No additions to the report.
   c. *Long-Term Care*
      No additions to the report.
   d. *Ancillary Services*
      Andy Matzke, Lab Coordinator was recently promoted to Lab Manager.

Shearer's notified us that they are not renewing our contract nor will they be keeping any of their other employee health clinics open. KLN does want to continue with some sort of services, and we have provided them with a proposal.

2. *CEO Report*
   Leadership is working with our health insurance carrier to finalize 2019 benefits and currently is considering some sort of self-funded plan as was used in the past.

   Appreciation was extended to those who supported the Perham Health Foundation's Blue at the Barn event.

   bhh has been engaged to evaluate office space on the second floor of the hospital. The number of employees is growing, and the Human Resources department would like to be on the same camps.

   Hofius complimented Ferguson on the work she has done to lessen the number of accidents and increase safety.

3. *Medical Staff Report*
   a. *Monthly Update*
      No additions.
   b. *Recruitment Update*
      An Orthopedic Surgeon within the Sanford network is interested in starting a total joint program at Perham Health and the logistics are currently being evaluated.

      There is an Internal Medicine Dr. who is retiring to the area and interested in working in urgent care.

      Dr. Hietala will conclude as a Family Medicine Dr. in September. He will continue working in urgent care and the emergency department.

      Dr. Paulson was congratulated on 30 years of service.

4. *Sanford Report*
   The merger with The Good Samaritan Society is moving forward and anticipated to be in place by January 1, 2019.

G. <u>Comments</u>
Marthaler shared a compliment he received from a community member noting how lucky Perham is to have such a beautiful facility.

H. <u>Information Items</u>
1. Just for Women | Tuesday, October 16, 2018 | Perham High School
2. Meeting Attendance and Expense Voucher (July – September)

There being no further business, the meeting adjourned at 6:22 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
Perham, MN
Perham Hospital District Board
Minutes

Date:	September 26, 2018	
Time:	6:24 p.m.	
Place:	Perham Health St. James A Conference Room	
Present:	Terry Marthaler	Gil Ebner
	Jerry Kunza	Rich Richter
	Alisyn Keil	Al Berube
	Eugene Jahnke	Mike Brasel
	Thomas Meyer	Cyndy Rastedt
	Ryan Strugar	Chuck Hofius
	Spencer Schram	Amanda Reynolds
	Thomas Meyer	
Excused:	Dean Simpson	

A. <u>Call to Order</u>
Chair Marthaler called the meeting to order at 6:24 p.m.

B. <u>Star Lake Township Representative</u>
A motion was made by Keil, seconded by Meyer, to appoint Alana VanWatermulen to fill the vacant Star Lake Township Board position through December 31, 2020.

C. <u>House Purchase</u>
Upon recommendation of the Operations Committees, a motion was made by Kunza, seconded by Jahnke, to approve the Purchase Agreement presented and authorize the purchase of the property at 740 3rd Street SW in Perham, MN for $137,500. Marthaler abstained, motion carried.

A motion was made by Keil, seconded by Meyer, to authorize Hofius as CEO to negotiate and purchase the house located at 745 2nd Street West, Perham, MN 56573. Motion carried.

There being no further business, the meeting adjourned at 6:26 p.m.

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Terry Marthaler, Chair

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Thomas Meyer, Clerk

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Amanda Reynolds, Recorder