Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: September 25, 2019
Time: 5:00 p.m.
Place: Perham Living Board Room
Present:
Terry Marthaler, Jerry Kunza, Eugene Jahnke, Cyndy Rastedt, Alana VanWatermulen, Alisyn Keil, Mike Brasel, Al Berube, Gil Ebner, Thomas Meyer, Dean Simpson, Dr. Brett Glawe (Sanford), Dr. Mark Paulson (Sanford), Chuck Hofius, Justine Anderson, Tracy Hendrickx, Sonda Tolle, Beth Ulshmid, Sue Von Ruden, Erika Altstadt, Amanda Reynolds, Pat Ferguson
Excused: Dan Olson (Sanford), Spencer Schram, Ryan Strugar
Absent: Rich Richter

A. Call to Order

Chair Keil called the meeting to order at 5:03 p.m.

B. Board Education

Tracy Hendrickx, VP of Long Term Care, provided an overview of Adult Day Services and Assisted Living services offered on the Perham Living campus.

C. Additions or Deletions to the Agenda

None

D. Old/Other Business

1. *Perham Living Refresh Project*
   Hendrickx provided an update stating that Pine Harbor is finishing up construction with expected completion to be mid-October. Construction will then begin in Harvest Glenn.
2. *PACC/HUB Project*
   Hofius presented the PACC donation request. Discussion took place on the rationale of management's recommendation.
   Motion made by Meyer, seconded by Brasel, to approve a pledge of $250,000 to the PACC Project. $50,000 will be funded this fiscal year and $50,000 will be funded annually for the next four years. The funds will come from earnings on our investments. Roll call vote was taken. All were in favor. Motion carried.

E. New Business

1. *Credentialing*
   Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Glawe, seconded by Kunza, to approve medical staff privileges for Dr. Kellen Albrecht, Dr. Roza Glessing, Dr. Kailey Witt, Dr. Derrick Livingston, Dr. Matthew Nelson, and Dr. Paul Wasemiller. until September 30, 2021. Motion carried.
2. *Human Resource Policy Updates*
   Pat Ferguson, Human Resources Director, presented policy changes for Human Resources. The majority of changes were language updates to reflect current practices. Motion made by Dr. Paulson, seconded by Marthaler, to approve the changes to the Human Resources Policies as presented. Motion Carried.
3. *Capital Purchase – ASCOM Unit Paging Upgrade*
   Upon recommendation of the Finance Committee, motion made by Simpson, seconded by Meyer, to approve the capital purchase of the ASCOM Unit Paging Upgrade for $56,155.00 as presented. Motion Carried.

4. *Community Health Needs Assessment*
   Hofius presented the Community Health Needs Assessment.
   Motion made by Jahnke, seconded by Kunza, to approve the Community Health Needs Assessment as presented.
5. *2020 Strategic Goals*
   Hofius presented FY 2020 Strategic Goals.
   Motion made by Berube, seconded by Brasel, to recommend 2020 Strategic Goals to the District Board as presented.
6. *Quality in Action*
   Hendrickx, shared stories of two individuals that receive services through Adult Day Services, allowing these individuals to stay in their homes longer.

F. <u>Consent Agenda</u>

A motion was made by Dr. Paulson, seconded by Marthaler, to approve the consent agenda as presented. Motion carried.

G. <u>Reports</u>

1. *Operating Reports*
   a. *Fiscal and Support Services*
      Anderson reviewed the August financials, stating that August saw loss from operations of ($398,000) compared to a budgeted gain of $287,000. Year-to-date income from operations totals $62,000 compared to budgeted income from operations of $2,922,000. With the addition of non-operating income, August finished with a decrease in net position of ($499,000) compared to a budgeted increase of $433,000. Year –to-date increase in net position totals $1,658,000 compared to a budgeted increase of $4,496,000. While volumes have increased, the payer mix has changed and the number of Medicare patients have increased.
   b. *Patient Services*
      No additions to the report
   c. *Long-Term Care*
      Hendrickx stated that she has an intern starting on 9.30.19 who will be working with her for six months.
   d. *Ancillary Services*
      Anderson stated that they have done an analysis on the leasing of aquatics and are still working on final numbers.
2. *CEO Report*
   Hofius stated that Perham Health is working with the school to explore an LPN program. EMS held a meeting to talk through and explore options for a new space. Renee Sonnenberg has been hired as our new Admin Assistant and will be starting in October. Sue Von Ruden, Director of Community Relations spoke and thanked those who came to Blue at the Barn, it was a successful event with 180 people present. Von Ruden also mentioned that WDAY reached out to Perham Living to do an interview on a resident's stay and recovery in Transitions.
3. *Medical Staff Report*
   a. *Monthly Update*
      OB is growing and doing well. Tonya Diggins, CNM, continues to do some destinations deliveries and we are having more requests for water births. Looking at different rotations for call for Family Medicine providers. Discussions are taking place to try to have more consistency with ED doctors.

b. Recruitment Update

Had an interview with a Family Medicine candidate who is doing a fellowship in sleep medicine. Recently had a phone interview with a Family Medicine/OB first year resident. Also, working with a current medical student who is interested in Family Medicine/OB.

4. *Sanford Report*

Dr. Paulson stated that Sanford is getting down to signing agreements for the merger with Unity Point. After merger Sanford will be the 15th largest non-profit healthcare provider in the country.

5. *Human Resources Quarterly Report*

No additions to the report.

H. Comments

1. Public

2. Board

I. Information Items

1. *Meeting Attendance and Expense Voucher – July – September*
2. *Perham Living Strategic Planning Survey Monkey, please complete by Friday, October 4.*

J. Adjournment

There being no further business, the meeting adjourned at 6:40 p.m.
Alisyn Keil, Chair
Michael Brasel, Clerk
Erika Altstadt, Recorder

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Excused: Spencer Schram, Ryan Strugar
Absent: Rich Richter

A. Call to Order

Chair Keil called the meeting to order at 6:41 p.m.

B. 2020 Strategic Goals

Motion by Marthaler, seconded by Jahnke, to approve the 2020 Strategic Goals as presented. Motion Carried.

C. Adjournment

There being no further business, the meeting adjourned at 6:42 p.m.
Alisyn Keil, Chair
Michael Brasel, Clerk
Erika Altstadt, Recorder