

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

Date: November 26, 2019
Time: 5:00 p.m.
Place: Perham Health St. James A Conference Room
Present: Terry Marthaler, Jerry Kunza, Eugene Jahnke, Alana VanWatermulen, Alisyn Keil, Mike Brasel, Al Berube, Gil Ebner, Dean Simpson, Ryan Strugar, Rich Richter, Thomas Meyer, Cyndy Rastedt (via phone), Bruce Viessman (Sanford), Dan Olson (Sanford), Dr. Mark Paulson (Sanford), Justine Anderson, Pat Sjolie, Tracy Hendrickx, Sonda Tolle, Sue VonRuden, Beth Ulshmid, Erika Altstadt, Pat Ferguson, Jim Rieber, Kelly Riepe, David Molitor (Admin Intern)
Excused: Spencer Schram
Absent:

A. Call to Order

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

B. Board Education

Anderson provided an overview of the Perham Living Campus Rental Space. Tenants include: Children's Corner, Behavior Care Specialists, Empowering Kids Perham, Boys and Girls Club, Headstart, and John Minge Law.

Richter entered the meeting.

C. Additions or Deletions to the Agenda

None

D. Old/Other Business

1. Perham Living Refresh Project

Progress continues to move along. Still currently working in Harvest Glenn.

2. 2020 – 2023 Strategic Goal Measures

Management's recommendations for strategic goal measures were presented.

ACTION ITEM: Motion was made by Strugar, seconded by Marthaler to approve the 2020 – 2023 Strategic Goal Measures as presented. Motion Carried.

E. New Business

1. Credentialing

ACTION ITEM: Upon recommendation from the Executive Committee of the Medical Staff a motion was made by Paulson, seconded by Kunza, to approve medical staff privileges for Dr. Safia Cheeney, Dr. Allison Clapp, Dr. Conrad Hanstein, Dr. Brittni McLam, and Dr. Robert Wroblewski until November 30, 2021; and Kelley Bitter, NP until October 31, 2021; and telemedicine providers based upon Sanford's recommendations for Dr. Daniel Dahl, Dr. Safia Cheeney, Dr. Daniel Fox, Dr. Bryn Putbrese, Dr. Abraham Salinas, Dr. Kerry Stevens, and Dr. Casey Swenson. Motion Carried.

2. Sanford Management Agreement Annual Review

The Executive Committee asked management to start the Sanford annual review process. Hofius reviewed the leadership team's first draft of the document, stating that management is very happy with the contract and noted the improved support and responsiveness with Dan Olson, Jordan Ottoson, and Bruce Viessman supporting Perham Health.

1. *Sanford Health and Perham Health have formalized an extension of the enhanced management agreement. Let's talk about our overall level of satisfaction with this relationship...*

Consensus that Board Members are satisfied with the relationship and are glad to hear about the improved support from Sanford.

2. *Are there particular areas where we feel the relationship could be enhanced, expanded upon, or clarified?*

Retail pharmacy purchasing contract.

3. *As a result, are there areas we wish to explore in the coming year that focus on strengthening our relationship that much more?*

Next Year's Focus: Retail Pharmacy, IT Clarification, Physician Recruitment.

3. *Quality Assessment and Performance Improvement Plan Yearly Update*

Riepe, Director of Quality Management, presented the quality assessment and performance improvement plan yearly update.

ACTION ITEM: Upon recommendation of the Quality Council a motion was made by Van Watermulen, seconded by Brasel to approve the Quality Assessment and Performance Improvement Plan Yearly Update as presented. Motion Carried.

4. *2020 Employee Benefits Update*

Ferguson, Director of Human Resources, provided an update on 2020 employee benefits which included a change in brokers for Medical, Dental, Vision, Long Term Disability, and Life Insurance.

5. *Physician Recruitment Update*

Hofius gave an update on physician recruitment.

6. *Capital Purchase – HVAC control panels for Perham Living*

ACTION ITEM: Upon recommendation of the Finance Committee a motion was made by Meyer, seconded by Richter to approve the capital purchase of the HVAC control panels for Perham Living for \$55,321.00 as presented. Motion Carried.

7. *Quality in Action*

Nothing to report.

F. Consent Agenda

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

G. Reports

1. *Operating Reports*

- a. *Fiscal and Support Services*

Anderson reviewed the October financials stating October saw income from operations of \$255,000, compared to a budgeted income from operations of \$121,100. Volumes continue to be high throughout the facility.

- b. *Patient Services*

No Updates

- c. *Long-Term Care*

St. James Manor did an amazing job improving scores on their REAC inspection; improving from a 67 to a 92. This high score allows them to not have another inspection for 3 years.

- d. *Ancillary Services*

No Updates

2. *CEO Report*

Lorry Massa, president of the Minnesota Hospital Association, passed away. Hofius gave an update on the Perham Hospital District vs. Ottertail County matter.

3. *Medical Staff Report*

a. *Monthly Update*

Since we last met, Dr. Amy Jones has signed to start in 2023.

b. *Recruitment Update*

Working on setting up a visit for next month.

4. *Sanford Report*

Dan Olson, Sanford, stated that Joint Commission was just at Fargo this past month and the survey went well. The merger between Unity Point and Sanford did not go through after a final Board private vote. Sanford is disappointed, but will move on and continue to work on the things that are coming out of the Good Sam merger.

5. *Quarterly Quality Report*

No additions to the report.

A motion made by Jahnke, seconded by Paulson to approve the Quarterly Quality Report as presented. Motion carried.

H. Comments

1. *Public*

2. *Board*

I. Information Items

1. *2019 MHA Winter Trustee Conference: January 10 – 12. Registration deadline is Wednesday, December 18, 2019.*

2. *Holiday Party: Friday, December 6 @ Thumper Pond*

3. *Perham Living Strategic Planning: Wednesday, January 8, 2020. Location TDB, more details to come.*

J. Adjournment

There being no further business, the meeting adjourned at 6:47 PM.

Alisyn Keil, Chair

Michael Brasel, Clerk

Erika Altstadt, Recorder

**Perham Health
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Perham Hospital District Board
Minutes**

Date: November 26, 2019

Time: 5:00 p.m.

Place: Perham Living Board Room

Present: Terry Marthaler, Jerry Kunza, Eugene Jahnke, Rich Richter, Alana VanWatermulen, Alisyn Keil, Mike Brasel, Al Berube, Cyndy Rastedt (via phone), Dean Simpson, Thomas Meyer, Gil Ebner, Chuck Hofius, Erika Altstadt

Excused: Spencer Schram

Absent: Ryan Strugar

A. Call to Order

Chair Keil called the meeting to order at 6:49 p.m.

B. Resolution Approving the Reissuance of the 2017B-2 Note

Motion made by Marthaler, seconded by Kunza, to approve the reissuance and delivery of healthcare facilities gross revenue refunding note, series 2017B-2. Motion Carried

C. Certify the Final Tax Levy

Motion made by Berube, seconded by Van Watermulen, to certify the Final Tax Levy for 2020 at \$1,022,753.00. Motion Carried.

D. Adjournment

There being no further business, the meeting adjourned at 6:55 p.m.

Alisyn Keil, Chair

Michael Brasel, Clerk

Erika Altstadt, Recorder