Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date:	December 30, 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, Spencer Schram, Ryan Strugar, Cyndy Rastedt (via phone), Dr. Brett Glawe (Sanford), Dr. Mark Paulson (Sanford), Dr. Kailey Witt (Sanford), Justine Anderson, Sjolie, Tracy Hendrickx, Sonda Tolle, Sue Von Ruden, Beth Ulshmid (via phone), Erika Altstadt
Excused:	Rich Richter, Dan Olson (Sanford)
Absent:	Thomas Meyer, Dean Simpson

A. Call to Order

Chair Keil called the meeting to order at 5:02 PM.

B. Board Education

Tracy Hendrickx, VP of Long Term Care, presented Updates on the Nursing Home Household Model of Care Project.

C. Additions or Deletions to the Agenda

None

D. Old/Other Business

1. *Sanford Management Agreement Annual Review*

   ACTION ITEM: Upon recommendation from the Executive Committee, motion was made by Jahnke, seconded by Marthaler to approve the Sanford Management Agreement Annual Review 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 Dr. Glawe, seconded by Dr. Paulson to approve medical staff privileges for Dr. Kerry Stevens, Dr. Daniel Dahl, Dr. Bryn Putbrese, and Wendy Gravelle, CRNA, until December 31, 2021.

2. *Perham Living Financial Breakout – Analysis and Discussion*

   Hofius presented a PowerPoint on the history of the Perham Living campus including Equal Pay Law, ECPN, the deep cuts in the 1990's, development of the household model of care, building project in 2005 and 2006 and the impact of Critical Access Hospital on the campus.

   Anderson presented a Financial Model Analysis that was put together by CLA showing a complete breakout of the Perham Living campus.

   The information above was presented to the Board as background information in preparation for Perham Living Strategic Planning that will be happening January 8, 2020.

Berube exited the meeting

3. *100 Day Plan Roll Out*

   Hofius went over the 100 day plan roll out explaining that each director has approximately 2 plans for this first 100 day plan period. Plans are due January 17 and start January 20. Plans must either improve revenue or have a measureable cost savings.

Anderson announced the Innovation Challenge winners and what their innovations were. All innovation ideas will be followed up on and many will be used in this first 100 day plan cycle.

4. *2020 Rural Hospital Capital Improvement Grant*
   Tolle requested approval to submit a Rural Hospital Capital Improvement Grant that would cover $125,000 of the $269,000 total cost for new IV pumps.
   ACTION ITEM: Motion made by Schram, seconded by Kunza to adopt the resolution for the 2020 Rural Health Capital Improvement Grant as presented. Motion Carried.
5. *Authority Statements for Perham Health*
   ACTION ITEM: Motion made by Paulson, seconded by Jahnke to accept the Authority Statements for Perham Health as presented. Motion Carried.
6. *Quality in Action*
   Perham Health has a membership with the Ottertail Lakes Country Association for marketing and economic development. The association created a feature video for Perham Health to help market Baby Friendly. Video was shown.

F. <u>Consent Agenda</u>

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

G. <u>Reports</u>

1. *Operating Reports*
   a. *Fiscal and Support Services*
      Ancillary services and therapies continue to be busy. Perham Health saw net income from operations of $17,000. Balance sheet still remains strong with positive cash balances and days cash on hand.
   b. *Patient Services*
      A CRNA has resigned. Perham Health will be posting for that position to get back up to 3 CRNA's.
   c. *Long-Term Care*
      Construction will be moving into Prairie Knoll next week. Census has been down partly due to the remodeling, but also an unexpected number of deaths that have occurred the past two months.
   d. *Ancillary Services*
      No updates
2. *CEO Report*
   The county has filed a motion for summary judgement to dismiss the case. We need to submit our response by February 3rd and a trial date will be set for their motion.
   The Foundation will be looking for a new board member as Charlie Nelson's term has expired. Please submit any suggestions to Hofius of Von Ruden.
   Everyone should have received a letter regarding the year-end giving campaign, please consider donating to the foundation.
3. *Medical Staff Report*
   a. *Monthly Update*
      Dr. Glawe introduced Dr. Witt as new chief of staff starting January 1, 2020.
   b. *Recruitment Update*

No Update

4. *Sanford Report*
   No Update

H. Comments

1. *Public*
2. *Board*

I. Information Items

1. *Board Expense Vouchers*
2. *Governance Committee Meeting | Thursday, January 2, 2020 @ 3:30 PM.*
3. *Perham Living Strategic Planning | Wednesday, January 8, 2020 | 3:00 – 7:30 @ The Cactus*
4. *Annual Meeting | Wednesday, February 26, 2020 | 5:00 PM @ The Cactus*

J. Adjournment

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