

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

Date: April 29, 2020
Time: 5:00 p.m.
Place: Virtual via Webex (everyone)
Present: Terry Marthaler Dr. Kailey Witt (Sanford)
Jerry Kunza Dan Olson (Sanford)
Eugene Jahnke Bryan Nermoe (Sanford)
Alisyn Keil Bruce Viessman (Sanford)
Mike Brasel Justine Anderson
Al Berube Pat Sjolie
Dean Simpson Tracy Hendrickx
Spencer Schram Sonda Tolle
Rich Richter Sue Von Ruden
Cyndy Rastedt Beth Ulshmid
Thomas Meyer Jim Rieber
Gil Ebner Chuck Hofius
Alana Van Watermulen Erika Altstadt
Dr. Brett Glawe (Sanford)
Dr. Mark Paulson (Sanford)
Excused:
Absent: Ryan Strugar

A. Call to Order

Chair Keil called the meeting to order at 5:00 pm.

B. Board Education

Nermoe and Viessman presented to the Board Fargo's Surge Plan for COVID-19. Sanford Broadway has the capability of surging up to 220 beds just for COVID-19 patients. Currently they are treating on average 12, COVID-19 patients a day. They have upskilled over 500 staff to help with ICU patients in the time of a surge. An external agency will also be used to bring in additional people with a very high skill set. Fargo Sanford is currently seeing a 50% reduction in their volumes.

Nermoe and Viessman exited the meeting.

C. Additions or Deletions to the Agenda

1. *House Purchase*

D. Old/Other Business

1. *Nursing Home Refresh Project Update – On Hold*

No updates at this time.

2. *Legislative Update*

No updates at this time. Much of the talk is about COVID-19, other issues that were past worries seem to have gone away at this point.

3. *CEO Evaluation*

Olson reviewed the CEO Board evaluation survey results, stating that the Board feedback was positive.

Olson exited the meeting

4. *COVID-19 Response*

Hofius, Anderson, Tolle, Ulschmid, Ferguson, Hendrickx, Sjolie, and Von Ruden presented a summary of Perham Health's response to COVID-19.

E. New Business

1. *Credentialing*

ACTION ITEM: Upon recommendation from the Executive Committee of the Medical Staff, motion made by Dr. Witt, seconded by Dr. Paulson to approve medical staff privileges for Kevin Swenson, PA and Marisa Zutter, NP until April 30, 2022. Motion Carried. Roll call vote was done, all in favor.

Also upon recommendation of the Executive Committee of the Medical Staff and relying on Sanford Health's approval, motion made by Dr. Witt, seconded by Dr. Paulson to grant telemedicine privileges for Dr. Amy Ochsendorf. Motion Carried. Roll call vote was done, all in favor.

2. *CAH Annual Evaluation and Policy Review*

The annual evaluation of the Critical Access Hospital program and policy changes were presented.

ACTION ITEM: Motion made by Marthaler, seconded by Meyer to accept the CAH annual evaluation and policy changes as presented. Motion Carried. Roll call vote was done, all in favor.

3. *Interim HR Policy Changes*

The following temporary policy changes were recommended to ease the effect of the COVID-19 crisis on Perham Health employees: 1) Pay the employee portion of Medical, Dental, and Life benefits for furloughed employees for May and June 2020. 2) Establish a temporary Emergency Loan Program to allow loans up to \$1,000 per employee affected by the crisis, to be paid in full by December 31, 2020. 3) Establish a temporary provision in the PTO program to allow a negative balance (advancement of PTO) up to 80 hours for those employees who are experiencing low census. All PTO to be "paid back" by October 2, 2021.

ACTION ITEM: motion made by Dr. Paulson, seconded by Richter to accept the Interim HR Policy Changes. Motion Carried. Roll call vote was done, all in favor.

4. *Capital Purchase*

Hofius and Anderson presented a house that is for sale on the block across from Perham Living where Perham Health already owns 8 of the 10 houses. Although the timing is not ideal, management recommends the purchase of this house for future development.

ACTION ITEM: Motion made by Richter, seconded by Dr. Paulson to approve the capital purchase of 759 2nd St. SW, Perham, MN 56573 for \$133,000 as presented. Motion carried. Roll call vote was done, all in favor.

5. *Quality in Action*
Included in COVID-19 update.

F. Consent Agenda

ACTION ITEM: A motion was made by Dr. Paulson, seconded by Meyer, to approve the consent agenda as presented. Motion carried. Roll call vote was done, all in favor.

G. Reports

1. *Operating Reports*
 - a. *Fiscal and Support Services*
No additions.
 - b. *Patient Services*
No additions.
 - c. *Long-Term Care*
No additions.
 - d. *Ancillary Services*
No additions.
2. *CEO Report*
No additions.
3. *Medical Staff Report*
 - a. *Monthly Update*
No updates at this time.
 - b. *Recruitment Update*
No updates at this time.
4. *Sanford Report*
No updates at this time.
5. *Quarterly Community Relations Report*
No additions.
6. *Quarterly HR Update*

No additions.

7. *Quarterly Strategic Goals Report*

No additions.

ACTION ITEM: Motion made by Dr. Paulson, seconded by Meyer to accept the Quarterly Strategic Goals Report as presented. Motion Carried. Roll call vote was done, all in favor.

H. Comments

1. *Public*
2. *Board*

I. Information Items

1. *Please complete the Board Self-Evaluation by May 4, 2020.*

J. Adjournment

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

Alisyn Keil, Chair

Michael Brasel, Clerk

Erika Altstadt, Recorder