Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date:	August 26, 2020	
Time:	5:00 p.m.	
Place:	Virtual via Zoom (everyone)	
Present:	Terry Marthaler	Dr. Kailey Witt (Sanford)
	Eugene Jahnke	Dr. Brett Glawe (Sanford)
	Alisyn Keil	Duane Wallace
	Mike Brasel	Justine Anderson
	Al Berube	Pat Sjolie
	Dean Simpson	Tracy Hendrickx
	Ryan Strugar	Austin Ver Steeg
	Rich Richter	Sonda Tolle
	Cyndy Rastedt	Pat Ferguson
	Jerry Kunza	Kelly Riepe
	Tom Meyer	Chuck Hofius
	Gil Ebner	Erika Altstadt
	Spencer Schram	
	Dr. Mark Paulson (Sanford)	
Excused:	Alana Van Watermulen, Dan Olson (Sanford), Sue Von Ruden, Beth Ulschmid	
Absent:		

A. Call to Order

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

B. Board Education

Duane Wallace, Director of Pharmacy, provided education on the Hospital Pharmacy.

Wallace exited the meeting.

C. Additions or Deletions to the Agenda

1. Capital Purchase – Northwinds Carpet Replacement - $30,795
   Carpet replacement was needed badly in Northwinds as existing carpet is ripping and the seams are coming up making it a fall hazard. The CEO and Board Chair approved the purchase per emergency capital expenditure policy.

   ACTION ITEM: Motion made by Marthaler, seconded by Meyer, to confirm the capital purchase of Northwinds carpet replacement for $30,795.

D. Old/Other Business

1. *Perham Living Refresh Project*
   The project is wrapping up quickly, currently waiting for additional furnishings and art work to arrive.

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 James Hodges, PA, Dr. Elsaid Rabie, Dr. Jerry Baldwin, Dr. Matthew Haugen, Julie Bechtel, CRNA, Dr. Daniel Mickelson, Dr. Mitchell Goldstein, and Dr. Mathew Malek until August 31, 2022. Roll call vote was done. All in favor. Motion Carried

   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. Sunil Mutgi. Roll call vote was done. All in favor. Motion Carried

2. *Operating Budget*
   Anderson provided highlights on the FY2021 Operating Budget.

   ACTION ITEM: Upon recommendation of the Finance Committee, motion made by Berube, seconded by Meyer, to recommend approval of the FY2021 Operating Budget to the District Board. Roll call vote was done. All in favor. Motion Carried

3. *Capital Budget*
   Anderson provided highlights on the FY2021 Capital Budget.

   ACTION ITEM: Upon recommendation of the Finance Committee, motion made by Marthaler, seconded by Jahnke, to recommend approval of the FY2021 Capital Budget to the District Board. Roll call vote was done. All in favor. Motion Carried.

4. *Capital Purchase – House – 733 2nd St SW, Perham, MN 56573 - $126,000.00*
   The final house on the block across from Perham Living has become available to us. We have a purchase agreement of $125,000 and $1,000 for closing costs, it needs a new roof and some new windows, estimating up to $20,000 in upgrades.

   ACTION ITEM: Upon recommendation of the Finance Committee, motion made by Dr. Paulson, seconded by Strugar, to approve the capital purchase of 733 2nd St SW, Perham, MN 56573 for $126,000 and up to $20,000 for repairs/upgrades. Roll call vote was done. Motion carried with 15 in favor and Tom Meyer voting no.

5. *Quality in Action*
   Tolle shared a story of a couple who both received care at the same time in a variety of Perham Health settings and how we coordinated discharge planning jointly throughout their care.

F. Consent Agenda

ACTION ITEM: A motion was made by Marthaler, 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*
    Anderson stated that July was a great month. Sixteen babies were born in July, surgeries continue to rebound, radiology and lab continue to have busy volumes, and occupancy in the nursing home is increasing slightly. The year is shaping up to end up with strong financial metrics.
    b. *Patient Services*
    No additional updates.
    Richter joined the meeting.
    c. *Long-Term Care*
    Hendrickx stated that Perham Living and Northwinds will start welcoming visitors this Saturday, August 29 with many precautions in place. CMS announced that they are starting to convene their annual surveys. Our window for survey has come and gone, so we are likely at the top of their list. CMS also announced that they will be mandating weekly testing for all nursing home staff, we do not have a lot of details on this yet, and they are also releasing new mandatory training for all nursing home staff.
    d. *Ancillary Services*
    Sjolie announced that Perham Health is scheduled to begin CT lung screening Jan 3, 2021.

2. *CEO Report*
    Hofius stated that we did get the notice that the Perham Health vs. Otter Tail County property tax trial is set for September 22-24. COVID numbers remain steady in our county. We did see a slight lull in positive test results early August as we went 14 days without a positive test. That streak ended August 23. Sonda Tolle is serving on the school's incident command team and Dr. Witt is serving on the school/OTC public health school planning committee. Plans are being discussed on how to conduct COVID testing in the winter as well as how to increase our flu shot numbers this year.

3. *Medical Staff Report*
    a. *Monthly Update*
    Hofius stated that Sanford has opened an Oncology NP position to help bring chemo to Perham.
    b. *Recruitment Update*
    Dr. Paulson shared that we had a few in person interviews/visits this past month that all went great and we expect to extend offers soon.

4. *Sanford Report*
    Dr. Paulson shared that he will be stepping down as department chair and Dr. Glawe will be taking over officially summer 2021.
    Hofius shared that Sanford leadership was here last week and did two town halls for Sanford employees in Perham.

5. *Quarterly Quality Report*

No additional updates

ACTION ITEM: Motion made by Dr. Paulson, seconded by Jahnke to accept the Quarterly Quality Report as presented. Motion Carried. Roll call vote was done. All in favor.

H. Comments

1. *Public*
2. *Board*

I. Information Items

J. Adjournment

There being no further business, the meeting adjourned at 6:24 p.m.

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Alisyn Keil, Chair

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Michael Brasel, Clerk

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Erika Altstadt, Recorder

Wednesday, August 26, 2020 – Zoom

Present:	Terry Marthaler	Eugene Jahnke
	Tom Meyer	Alisyn Keil
	Rich Richter	Spencer Schram
	Jerry Kunza	Dean Simpson
	Al Berube	Ryan Strugar
	Mike Brasel	Cyndy Rastedt
	Gil Ebner	Chuck Hofius
	Erika Altstadt	
Excused:	Alana Van Watermulen	

K. Call to Order

Chair Keil called the meeting to order at 6:24 p.m.

L. 2021 Tax Levy

ACTION ITEM: Upon recommendation of the Finance Committee, motion made by Meyer, seconded by Jahnke to certify the Initial 2021 Tax Levy at $1,022,753.00. Motion Carried. Roll call vote was done. All in favor.

M. FY2021 Operating Budget

ACTION ITEM: Upon recommendation of the Operations Committee, motion made by Simpson, seconded by Marthaler to approve the FY2021 Operating Budget as presented. Roll call vote was done. All in favor. Motion Carried.

N. FY2021 Capital Budget

ACTION ITEM: Upon recommendation of the Operations Committee, motion made by Brasel, seconded by Marthaler to approve the FY2021 Capital Budget as presented. Motion Carried. Roll call vote was done. All in favor.

O. Adjournment

There being no further business the meeting adjourned at 6:27 p.m.