

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

Date: September 30, 2020  
Time: 5:30 p.m.  
Place: Perham Lakeside Golf Course  
Present: Terry Marthaler Dr. Mark Paulson (Sanford) (zoom)  
Jerry Kunza Dr. Kailey Witt (Sanford)  
Eugene Jahnke (zoom) Rafael Pichardo  
Alisyn Keil Dr. Matthew Haugen (Sanford)  
Mike Brasel Brittany Schmidt  
Al Berube (zoom) Justine Anderson  
Ryan Strugar Pat Sjolie  
Rich Richter Tracy Hendrickx  
Cyndy Rastedt Sonda Tolle (zoom)  
Thomas Meyer Beth Ulshmid  
Gil Ebner Kelly Riepe  
Alana Van Watermulen Chuck Hofius  
Spencer Schram Erika Altstadt  
Dr. Brett Glawe (Sanford)  
Excused: Dean Simpson, Dan Olson (Sanford)  
Absent:

**A. Call to Order**

Chair Keil called the meeting to order at 5:30 pm.

**B. Board Education**

Dr. Matthew Haugen – Family Medicine, Rafael Pichardo – Director of Surgery, and Brittany Schmidt CRNA introduced themselves to the Board and everyone present introduced themselves and shared one thing that makes Perham Health special, unique, or stand out.

**C. Additions or Deletions to the Agenda**

None

**D. Old/Other Business**

*1. Perham Living Refresh Project*

Hendrickx updated that the project is substantially complete, currently waiting on artwork 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 Dr. Guillermo Alfredo Marroquin Galvez, Jennifer Lessman, PA, Dr. ABM Masudur Rahman, and Dr. Randel Stolee until September 30, 2022. 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. Ryan Austin, Dr. Michael Lucin, and Dr. Tarik Nurkic. All in favor. Motion carried.**

2. *Board Bylaws*

Hofius reviewed the changes that were made to the Board Bylaws.

**ACTION ITEM: Motion made by Marthaler, seconded by Strugar to recommend the changes of the Board Bylaws to the District Board as presented. All in favor. Motion carried.**

3. *Board Policies*

Hofius reviewed the changes that were made to the Board Policies.

**ACTION ITEM: Motion made by Schram, seconded by Kunza to recommend the changes of the Board Policies to the District Board as presented.**

Schram moved to amend the motion to limit the CEO authority to incur debt to “no more than one time per fiscal year.”

Vote was taken on the amendment. All in favor. Motion carried.

**Roll call vote was done. All in favor. Motion Carried.**

4. *Provision of Care Policy*

Tolle reviewed the changes that were made to the Provision of Care Policy.

**ACTION ITEM: Motion made by Marthaler, seconded by Brasel to approve the changes to the Provision of Care Policy as presented. All in favor. Motion carried.**

5. *Quality in Action*

Hendrickx and Riepe shared a story about a COVID positive resident who touched many continuums of care throughout their stay at Perham Health and Perham Living, as well as their learnings from the experience.

**F. Consent Agenda**

**ACTION ITEM: A motion was made by Strugar, seconded by Schram, to approve the consent agenda as presented. Roll call vote was done. All in favor. Motion Carried.**

**G. Reports**

1. *Operating Reports*

a. *Fiscal and Support Services*

Anderson stated that it was a slower month on the acute side with 38 submissions and 386 observation hours. Only 4 babies were born in August, which is a very low month, but that was expected. Overall, ancillary services are meeting

expectations. Surgeries were under-budget this month due to no eye cases and vacations. Radiology and lab continue to have busy volumes. Currently working with BCBS on a site of service exemption. We have been able to extend this through the end of the calendar year and expect it will be extended further.

*b. Patient Services*

Tolle stated we are now caring for COVID positive patients again due to the high volumes Fargo is experiencing. We will transfer patients out if they need critical care.

*c. Long-Term Care*

Hendrickx stated that in our last point prevalence testing we had one staff member who tested positive for COVID. They fortunately had not worked in the last 7 days, so their positive case does not count against us. Perham Living is tentatively scheduled to re-open October 7.

*d. Ancillary Services*

No additional updates.

Berube left the meeting.

2. *CEO Report*

Hofius stated Sanford has been running near capacity for 10 days straight. St. Cloud is also experiencing high volumes. Both are saving rooms in their COVID units if we need to transfer patients out. Numbers across MN and our region are starting to rise. Reporting has recently changed to reporting the number of people admitted to a hospital during a 7 day period.

We have started our meetings with local employers to talk about their health insurance plans and to make sure that Perham Health is in-network. We are also reviewing our Occupational Health services with them and what both Perham Health and Sanford has to offer.

3. *Medical Staff Report*

*a. Monthly Update*

Dr. Witt stated that on Monday, September 28 all doctors met to discuss how to handle COVID patients in our hospital. We continue to talk about managing COVID and encouraging mask wearing in the community. We are seeing a lot more positive cases in our area.

*b. Recruitment Update*

Dr. Obregon, Pediatrician, recently signed and will be starting mid-December. Dr. Robert Steininger, General Surgeon, recently signed as well and will be starting fall 2021. We had an orthopedic surgeon visit the other week and had two phone screens with emergency physicians. One was promising and is likely to come in for an interview.

4. *Sanford Report*

Dr. Paulson stated that Fargo is experiencing high numbers in the hospital in all areas. They can handle 150 comfortably in their COVID unit.

**H. Comments**

1. *Public*

2. *Board*

Dr. Witt updated that she is still involved with the schools, they are meeting weekly on Thursdays with Otter Tail County Public Health and other area schools.

Rastedt asked if we have enough flu shots on hand. Riepe updated that we do not currently have enough of the high dose shot, but are assured there will be ample amounts once it comes in.

**I. Information Items**

*1. Meeting Attendance and Expense Vouchers*

**J. Adjournment**

There being no further business, the meeting adjourned at 7:00.

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Alisyn Keil, Chair

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Michael Brasel, Clerk

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Erika Altstadt, Recorder

