Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: April 28, 2021
Time: 5:00 p.m.
Place: Perham Lakeside Golf Course
Present: Terry Marthaler, Jerry Kunza, Spencer Schram, Michael Brasel, Gilbert Ebner, Eugene Jahnke, Ryan Strugar (Zoom), Alana Van Watermulen, Alisyn Keil, Cyndy Rastedt, Dean Simpson, Thomas Meyer, Dr. Kailey Witt (Sanford), Dan Olson (Sanford), Sonda Tolle, Chuck Hofius, Justine Anderson, Tracy Hendrickx, Pat Sjolie, Sue Von Ruden, Jim Rieber, Beth Ulschmid, Tony Ellingson, LaDonna Tellinghuisen, Pat Ferguson, Amanda Reynolds
Excused: Allan Berube, Rich Richter, Dr. Mark Paulson (Sanfrord), Dr. Brett Glawe (Sanford)

A. Call to Order
Chair Keil called the meeting to order at 5:04 p.m.

B. Board Education
Tellinghuisen presented education on the use of artificial intelligence in privacy/HIPPA compliance.

C. Old/Other Business

1. Legislative Update
   A video recording by Mary Krinkie, Vice President of Government Relations for the Minnesota Hospital Association, was shown. The video provided updates on the current bills including an employee mandate related to COVID-19 and paid leave, changes to 340B funding, and teleheatlh reimbursement provisions.

   Brasel entered the meeting.

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

3. Board Self-Evaluation Process
   Reynolds instructed board members to complete the Board Self-Evaluation Survey Monkey. The Governance Committee will review the results at their May meeting.

D. New Business

1. *Credentialing*

Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Kailey Witt, seconded by Kunza to approve medical staff privileges for Dr. Ronald Burd, Gail Pickett, PHD, Dr. Ryan Reynolds, Dr. Mark Paulson, and Dr. Steven Heitala until April 30, 2023. Christiansen, Dr. Angela Strang, Dr. Thomas Strinden, Dr. Timothy Neitzke, Dr. Erika Martin-Macintosh, and Dr. Randall Bolar until March 31, 2023. All in favor. Motion carried.

2. *Critical Access Hospital (CAH) Annual Policy Review*

Tolle stated the Center for Medicare and Medicaid Services (CMS) requires all patient care policy changes at Critical Access Hospitals (CAH) to be reviewed and approved annually by the Governing Board. All policies are first reviewed by department heads and the committee that completes the annual CAH review. The majority of changes from prior year were related to COVID-19.

A motion was made by Simpson, seconded by Marthaler, to approve the CAH Annual Policy Review as presented. All in favor. Motion carried.

3. *Cares Act – Capital Purchases*

a. Capital Purchase – Perham Living Ionization System for Air handling - $27,756.00
It is recommended the air handling system be upgraded to prevent airborne COVID pathogen from spreading.

b. Capital Purchase – Med/Surg, OB, and Surgery Replacement Furniture – Not to exceed $156.225

Current furnishings are in need of replacement due to them having wooden accents that are chipped, therefore a source of infection. Wood cannot be cleaned properly when it is no longer intact and prevents an infection risk.

c. Capital Purchase: Inpatient Room Flooring - $88,157.00
Due to cracking, wear and tear, and infection control concerns it is recommended to update the existing flooring.

Upon recommendation of the Finance Committee, a motion was made by Kunza, seconded by Brasel, to recommend the CARES Act Capital Purchases of the Perham Living Air handling Ionization System for $27,756.00, Med/Surg, OB, and Surgery Replacement Furniture not to exceed $156,225.00, and the Inpatient Room Flooring for $88,157.00 to the Operations committee as presented. All in favor. Motion carried.

4. *Perham Health Foundation Advisory Committee Membership*

Hofius stated the Perham Health Foundation Advisory Committee is recommending increasing the number of terms a member is allowed to serve on the committee.

Upon recommendation of the Perham Health Foundation Advisory Committee, a motion was made by Meyer, seconded by Van Watermulen, to approve changes to the Perham Health Foundation Advisory Committee Membership Policy as presented. All in favor. Motion carried.

5. *Quality in Action*

Tolle share the positive impact of Care Team Rounds.

E. Consent Agenda

A motion was made by Simpson, seconded by Schram, to approve the consent agenda as presented. All in favor. Motion carried.

F. Reports

1. *Operating Reports*
   a. Fiscal and Support Services

      Inpatient activity increased in March. 11 babies were born; bringing the year to date total to 78 babies. All ancillary services were busy in March! Surgery was especially busy, again, in March with almost 200 surgeries. With these higher surgery volumes and additional swing bed patients, we saw an increase in therapies. The larger clinic volumes also snowballed to our radiology and lab services, to name a few. Nursing home occupancy remains around 80%.

      March saw income from operations of $354,000. Year-to-date income from operations totals $1,069,000, compared to budgeted income from operations of $752,700. With the addition of non-operating income, March finished with an increase in net position of $586,000. Year-to-date increase in net position totals $2,016,000, compared to a budgeted increase of $1,952,000. March's total patient revenue was nearly $11,000,000, which is 17% over-budget.

   b. Patient Services

      Tolle provided an update on COVID-19 in the hospital setting.

   c. Long Term Care

      Hendrickx noted there had been updates to regulations and vaccinated residents are now allowed visits with vaccinated visitors in their rooms without wearing masks or being six feet apart.

   d. Ancillary Services

      Sjolie noted there was a blood drive hosted at Perham Health with great success.

2. *CEO Report*

   Hofius provided an update in regards to strategic planning. The leadership team will be reviewing the results from the April retreat. Upon review, they will present their recommendations the Executive Committee and Operations Committee for input and approval.

   The May Operations Committee meeting will be held at Perham Lakeside Golf Course. Current plans are for the June meeting to be held at Perham Health in the St. James A Conference Room.

3. *Medical Staff Report*

   No additional updates.

   a. *Monthly Update*

      Dr. Glessing has returned from leave.

   b. Recruitment Update

      No additional updates.

4. *Sanford Report*

Olson reported that the Fargo area is also seeing an increase in patients testing positive for COVID-19. He also reported Sanford is working to make it convenient for those who have not yet been vaccinated for COVID-19 to receive the vaccination.

5. *Quarterly Community Relations Report*
   Von Ruden noted the Gift Shops and Volunteer Coordinator position has been offered to a strong candidate.

   Brasel commented on the Virtual 5K Fundraiser being hosted by the Perham Health Volunteers and encouraged all to participate.

6. *Quarterly Strategic Goals Report*
   No additional updates.

   A motion was made by Marthaler, seconded by Meyer to accept the Quarterly Strategic Goals Report as presented. Motion carried.

Comments

Keil shared a story, in which a patient that had been hospitalized, said they had excellent service and nothing negative to say about their experience. She commended staff for all their hard work.

There being no further business, the meeting adjourned at 6:15 p.m.

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Alisyn Keil, Chair

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Michael Brasel, Clerk

_____
Amanda Reynolds, Recorder