

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

Date: August 25, 2021

Time: 5:00 p.m.

Place: St. James A/B

Present: Terry Marthaler
Jerry Kunza
Allan Berube
Michael Brasel
Gilbert Ebner
Eugene Jahnke
Cyndy Rastedt
Ryan Strugar
Rich Richter
Alana Van Watermulen (call in)
Thomas Meyer (call in)
Alisyn Keil
Dean Simpson
Dr. Brett Glawe (Sanford)
Dr. Kailey Witt (Sanford)

Sonda Tolle
Tracy Hendrickx
Pat Sjolie
Chuck Hofius
Erika Altstadt
Sue Von Ruden
Beth Ulschmid
Kelly Riepe

Excused: Spencer Schram

A. Call to Order

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

B. Additions or Deletions to the Agenda

None

C. Old/Other Business

1. IT Security Update

Hofius presented an update on Sanford's IT Security Incident. Perham Health is grateful for the partnership with Sanford especially in times like this.

D. New Business

1. *Credentialing*

ACTION ITEM: Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Jahnke, seconded by Kunza, to approve medical staff privileges for Dr. Kailey Witt (8/31/2021-10/31/2022), Dr. Carlos Moscoso (8/31/2021-2/28/2023), Andrew Johnson, DPM (8/31/2021-12/31/2022), Josephine McIntosh, NP (08/31/2021-07/31/2023), and Chad Welle, CRNA (08/31/2021-07-31-2022). All in favor. Motion carried. Dr. Witt abstained.

Also upon recommendation of the Executive Committee of the Medical Staff and relying on Sanford Health's approval, a motion was made by Jahnke, seconded by Kunza, to grant telemedicine privileges for Dr. David Dries and Dr. Bruce Bennett. All in favor. Motion carried.

2. *Operating Budget*

Anderson presented the FY 2022 Operating Budget and answered any questions that Board members had.

Richter entered the meeting.

ACTION ITEM: Upon recommendation of the Finance Committee, a motion made by Marthaler, seconded by Brasel, to recommend approval of the FY 2022 Operating Budget to the District Board as presented. All in favor. Motion carried.

3. *Capital Budget*

Anderson presented the FY 2022 Capital Budget and answered any questions that Board members had.

ACTION ITEM: Upon recommendation of the Finance Committee, a motion made by Kunza, seconded by Ebner, to recommend approval of the FY 2022 Capital Budget to the District Board as presented. All in favor. Motion carried.

4. *Certify Initial 2022 Tax Levy*

Anderson presented the Initial 2022 Tax Levy at \$920,473.00. This is a 10% reduction from 2021.

ACTION ITEM: Upon recommendation of the Finance Committee, a motion was made by Marthaler, seconded by Jahnke, to recommend the Certification of the Initial 2022 Tax Levy of \$920,473.00 to the District Board. All in favor. Motion carried.

5. *Quality in Action*

Hendrickx reported that one Occupational Therapist at Perham Living recently got certified in Skills2Care. Occupational Therapists who are certified in Skills2Care are able to teach caregivers (or staff) how to manage the day-to-day challenges of dementia. So far 5 residents have benefited from this program, and the team looks forward to expanding this program to other qualified residents to help improve quality of life.

Strugar entered the meeting.

E. Consent Agenda

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

F. Reports

1. *Operating Reports*

a. Fiscal and Support Services

The hospital was busy with 50 inpatient admissions and almost 1,300 observations hours. Swingbed volumes decreased. Eight-teen babies were born in the month of July. There were almost 300 more clinic visits in July than budgeted. The ED was busy with 750 visits. July saw income from operations of \$537,000 compared to a budgeted income from operations of \$140,000. Year-to-date income from operations totals \$1.8 million, compared to a budgeted income from operations of \$1.2 million.

b. Patient Services

No additions to the report.

c. Long Term Care

A presidential vaccine mandate for nursing homes was issued on Monday, August 23. At this time we are waiting to see what the official rules state, those should be released in 3 weeks. Hendrickx gave an update on staffing and Briarwood per the Board's request.

d. *Ancillary Services*

We have not been able to determine Delta variant in our positive COVID tests. We now have an opportunity and will be sending 4 days worth of positives to the Minnesota Department of Health each week. They will report back to us which/how many were Delta variants.

2. *CEO Report*

COVID numbers continue to climb in the area. Our hospitalizations for COVID remain low. Hospitals across the state are full, but not necessarily with COVID. Currently hearing of a projected peak sometime before the end of September.

Dr. Blickenstaff announced his 90 day notice. He has a lot of chronically ill patients and a majority of the nursing home patients. We will be looking for a locum to take over his practice in the interim.

Pat Ferguson has resigned as Human Resources Director.

There will be a retirement party for Dr. Stolee and Dr. Hietala on Thursday, October 7 from 4:30-8:30.

The November Board meeting has changed from Tuesday, November 23 to Tuesday, November 30. Executive and Finance will move from Monday, November 15 to Monday, November 22. Board members questioned where we are at with getting chemotherapy started and requested we ask Sanford to move faster.

Von Ruden announced that the annual Blue fundraiser will be virtual this year due to COVID numbers on the rise. Tickets can be purchased on perhamhealth.org for the curb side dinner and silent auction virtual event.

3. *Medical Staff Report*

a. *Monthly Update*

Currently are seeing a lot of respiratory illnesses that are more commonly seen in the winter.

b. *Recruitment Update*

We currently have an offer out to a candidate who visited this month and hoping to hear back soon. Dr. Glawe and Dr. Witt will be going to Duluth in September to talk to med students.

4. *Sanford Report*

None

5. *Quarterly Quality Report*

Riepe presented the Q2 quality report and answered any questions the Board members had.

ACTION ITEM: A motion was made by Berube, seconded by Strugar, to accept the Quarterly Q2 Quality report as presented. All in favor. Motion carried.

Comments

There being no further business, the meeting adjourned at 6:05 p.m.

Alisyn Keil, Chair

Michael Brasel, Clerk

Erika Altstadt, Recorder

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Thomas Meyer (call in)

Alisyn Keil
Dean Simpson
Chuck Hofius
Erika Altstadt

Excused: Spencer Schram

A. Call to Order

Chair Keil called the meeting to order at 6:06 p.m.

B. 2022 Tax Levy

ACTION ITEM: Upon recommendation of the Operating Committee, a motion was made by Marthaler, seconded by Simpson, to certify the Initial 2022 Tax Levy at \$920,473.00. All in favor. Motion carried.

C. FY 2022 Operating Budget

ACTION ITEM: Upon recommendation of the Operating Committee, a motion was made by Kunza, seconded by Ebner, to accept the 2022 Operating Budget as presented. All in favor. Motion carried.

D. FY 2022 Capital Budget

ACTION ITEM: Upon recommendation of the Operations Committee, a motion was made by Marthaler, seconded by Berube, to accept the 2022 Capital Budget as presented. All in favor. Motion carried.

E. Adjournment

There being no further business, the meeting adjourned at 6:08 p.m.

Alisyn Keil, Chair

Michael Brasel, Clerk

Erika Altstadt, Recorder