Perham Health
Perham, MN
Operations Committee of the Board
Notes

Date: November 30, 2021
Time: 5:00 p.m.
Place: The Cactus
Present:

Terry Marthaler	Tracy Hendrickx
Jerry Kunza	Pat Sjolie
Allan Berube	Jim Rieber
Spencer Schram	Chuck Hofius
Michael Brasel	Erika Altstadt
Gilbert Ebner	Sue VonRuden
Eugene Jahnke	Beth Ulschmid
Cyndy Rastedt	Sadie Christiansen
Ryan Strugar	Alyssa Youngquist
Thomas Meyer	Kelly Riepe
Alisyn Keil	
Dean Simpson	
Rich Richter	
Alana Van Watermulen (webex)	
Dr. Brett Glawe (Sanford)	
Dr. Kailey Witt (Sanford)	
Dan Olson (Sanford) (webex)	
Sonda Tolle	

Excused:

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

B. Board Education
Sadie Christiansen, Director of Human Resources and Alyssa Youngquist, Interim Director of Surgery were introduced to the Board.

C. Additions or Deletions to the Agenda
None

D. Old/Other Business
None

E. New Business

1. *Credentialing*
   ACTION ITEM: Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Witt, seconded by Jahnke, to approve medical staff privileges for Carol Campbel, CRNA (12/01/2021-12/31/2023), Dr. Allison Clapp (11/30/2021-03/31/2023), Dr. Bryn Putbrese (11/30/2021-05/31/2023), and Dr. Kerry Stevens (11/30/2021-05/31/2023). All in favor. Motion carried.
2. *Sanford Management Agreement Annual Review*

Board members and management shared their views on how the Sanford relationship is going. All agree it is going well and want to focus on improvement for radiologist availability, chemo launch, and any additional outreach for 2022.

3. *Capital Purchase – High Level Disinfectant - $61,810*
   This is the machine that is used to sterilize all surgery utensils. The current machine is 10 years old and needs to be replaced. This item was budgeted.

   ACTION ITEM: Upon recommendation of the Finance Committee a motion was made by Kunza, seconded by Marthaler, to approve the capital purchase of the High Level Disinfectant for $61,810 as presented. All in favor. Motion carried.

4. *Capital Purchase – Wireless AP - $188,512.50*
   This is a carry-over budgeted item from last year. We have obsolete equipment and this will upgrade our wireless system to cover gaps in the current system.

   ACTION ITEM: Upon recommendation of the Finance Committee a motion was made by Simpson, seconded by Richter, to approve the capital purchase of the Wireless AP for $188,512.50 as presented. All in favor. Motion carried.

5. *Board Resolution – 2022 MDH Capital Improvement Grant – Seeking $125,000 to offset costs of replacing radiology's fluoroscopy equipment in FY 2023.*

   ACTION ITEM: A motion was made by Berube, seconded by Strugar, to make a resolution to approve the 2022 MDH Capital Improvement Grant as presented. All in favor. Motion carried.

6. *Board Resolution 2022 MDH Rural Planning and Transition Grant – Seeking $15,000 to cover master facility planning consultant costs over the next year.*

   ACTION ITEM: A motion was made by Richter, seconded by Marthaler, to make a resolution to approve the 2022 MDH Rural Planning and Transition Grant as presented. All in favor. Motion carried.

7. *Quality in Action*
   Tolle and Anderson shared a story of a patient's son who purchased a high flow oxygen machine for our facility. He was glad to give back to our community and was thankful for the care that his father received.

F. <u>Consent Agenda</u>

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

G. <u>Reports</u>

1. *Operating Reports*
   a. Fiscal and Support Services
      Anderson update
      October was another busy month with 55 admissions and 21 babies born. Ancillary services remained busy. Surgeries declined in October with a reduction in Dr. Stolee's hours and with Dr. Steininger starting his practice. Radiology and lab continue with high volumes due to the inpatient, ED and clinic visit increases. There were over 300 more clinic visits in October than prior year and budget. After all adjustments were made 2021 ended with an

operating income of almost $2 million. We have received more CARES Act funds and are working on going through spending guidelines. The audit is going very well and is expected to wrap up soon.

b. Patient Services
Tolle updated that the hospital continues to be busy. Staffing is tight with 5 leaving for various reasons, so we are needing to bring in travel nurses. The pandemic is really taking a toll on staff, they are stressed and tired.

c. Long Term Care
Tracy clarified the OHFC report and declining admissions from her report. We are working through the National Guard relief guidance to determine if and when to call them in for help.

d. Ancillary Services
Starting November 23, we now have the ability to perform PCR testing in house for clinic patients. Almost all tests are now performed in house.

2. *CEO Report*
Hofius reported that he is very proud of the staff. They are all stressed, but everyone is stepping up and picking up shifts. Numbers remain very high in our area and we aren't sure if we have peaked yet or not. We are finalizing our vaccination mandate policy which will be rolled out by the end of this week. There will be a committee that reviews exemptions.

3. *Medical Staff Report*
   a. *Monthly Update*
   COVID continues to remain busy in our day to day. Please encourage people to get vaccinated. We are seeing younger people being hospitalized and beds are scarce at this point. Staff have been pulling together and the teamwork has been amazing, but they are getting burnt out.
   b. Recruitment Update
   Dr. Anuj Mogla signed and will be starting summer 2022. Ashley Schultz, PA will be joining us in February in urgent care and the ER. Dr. Stolee has officially retired, but he will be filling in some vacations. Dr. Steininger is doing well and building his practice. We also have an offer out to another family medicine provider, but don't expect to hear from them for another month or two as they are visiting other facilities.

4. Sanford Report
This morning Sanford was one patient away from their all-time record of 563. Continue to be busy, many nurses are leaving to become travel nurses and staff are being stretched thin and getting tired. Trying to keep staff motivated during this surge as we don't know when it will end.

5. Quarterly Quality Report
No additions to the report.
ACTION ITEM: A motion was made by Brasel, seconded by Marthaler, to accept the quarterly quality report as presented.

Comments

There being no further business, the meeting adjourned at 6:23 p.m.

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Alisyn Keil, Chair

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Michael Brasel, Clerk

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Erika Altstadt, Recorder

Perham Health
Perham, MN
Perham Hospital District Board
Notes

Date: November 30, 2021
Time: 5:00 p.m.
Place: The Cactus
Present: Terry Marthaler, Jerry Kunza, Allan Berube, Spencer Schram, Michael Brasel, Gilbert Ebner, Eugene Jahnke, Cyndy Rastedt, Ryan Strugar, Thomas Meyer, Alisyn Keil, Rich Richter, Alana Van Watermulen (Webex), Dean Simpson, Chuck Hofius, Erika Altstadt
Excused:

A. Call to Order

Chair Keil called the meeting to order at 6:23 p.m.

B. Certify the Final Tax Levy

ACTION ITEM: A motion was made by Simpson, seconded by Kunza, to certify the final tax levy for 2022 at $920,473.00. All in favor. Motion carried.

C. 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