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

Date: January 26, 2022
Time: 5:00 p.m.
Place: Webex

Present:
Terry Marthaler
Jerry Kunza
Allan Berube
Spencer Schram
Michael Brasel
Eugene Jahnke
Cyndy Rastedt
Ryan Strugar
Alisyn Keil
Dean Simpson
Rich Richter
Gil Ebner
Alana Van Watermulen
Dr. Brett Glawe (Sanford)
Dr. Kailey Witt (Sanford)
Dr. Roza Glessing (Sanford)
Dan Olson (Sanford)
Pat Sjolie
Chuck Hofius
Erika Altstadt
Sue VonRuden
Sonda Tolle
Tracy Hendrickx
Beth Ulschmid
Beth Ulschmid
Sadie Christiansen
Masha Yevzelman (Fredrikson)
Lynn Linne (Fredrikson)
Ashley Brandt-Duda (Eide)
Samantha Vareberg (Administrative Intern)
Jessica Roerick (Eide)
Tony Ellingson

Excused: Thomas Meyer

**A. Call to Order**

Chair Keil called the meeting to order at 5:04 p.m.
Tracy introduced her long term care intern, Samantha Vareberg.

**B. Board Education**

The audit report was in-lieu of board education.

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

1. Perham Health vs. Otter Tail County Ruling
   Yevzelman and Linne announced that the MN Supreme Court issued their ruling on the MN Property Tax case, unanimously ruling in favor of Perham Health. This is the end of the line, there cannot be further appeals after this ruling. Linne presented a cost saving analysis and shared that they will be reaching out next week to find out information as to when Perham Health can be expecting a refund check.
2. Meeting w/ Negotiation Consultant
   Keil appointed the board negotiating committee for the Sanford Contract renewal. Brasel, Marthaler and Keil will make up the committee. Greg Hart, who will be representing the board in Sanford negotiations, requested a meeting with the full District Board. A date will be sent out soon.

**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 Dr. Glessing, to approve medical staff privileges for Melinda Anderson, FNP (01/31/2022-10/31/2023), Dr. Daniel Almquist (01/31/2022-12/31/2023), Dr. Jon Dangerfiled (01/31/2022-01/31/2024), Laurie Cenn, CRNA (01/31/2022-07/31/2023), Dr. Claire Janssen (01/31/2022-01/31/2024), and Dr. Robert Wroblewski (01/31/2022-04/30/2023) 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, a motion was made by Dr. Witt, seconded by Dr. Glessing, to grant telemedicine privileges for Dr. Jonathan Fish. Roll call vote was done. All in favor. Motion carried.**

2. *2021 Fiscal Year Financial Audit Report – Eide Bailly*

   Ashely Brandt-Duda and Jessica Roerick presented the 2021 Audit Report, giving the Perham Hospital District an unmodified report, the highest opinion available.

   **ACTION ITEM: A motion was made by Kunza, seconded by Ebner, to accept the 2021 audit report as presented. Roll call vote was done. All in favor. Motion carried.**

3. *Capital Purchase – Sentimag Localization Platform/Neoprobe - $56,046.25*

   This piece of equipment is used in surgery to help localize various types of cancer. This item was budgeted for 2023, but since Dr. Steininger is in favor of this piece of equipment we will be using some of the funds that were set aside for his start-up. If he comes up with another request for equipment we would use contingency.

   **ACTION ITEM: Upon recommendation of the finance committee a second was made by Strugar, to approve the capital purchase of the Sentimag Localization Platform/Neoprobe for $56,046.25 as presented. Roll call vote was done. All in favor. Motion carried.**

4. *Capital Purchase – G&R Panel Upgrades - $53,631.00*

   This is the final phase of the G&R panel upgrade project. This was budgeted item for 2022.

   **ACTION ITEM: Upon recommendation of the Finance Committee a second was made by Richter, approve the capital purchase of the G&R panel upgrade project for $53,631.00 as presented. Roll call vote was done. All in favor. Motion carried.**

5. *Conflict of Interest Disclosure*

   Please return completed conflict of interest disclosures to Erika.

6. *Board Conference Reports – MHA Trustee Conference*

   No additions to the reports.

7. *Quality in Action*

Anderson shared a story where the business office continually goes above and beyond to help get a patients bi-annual injections covered by insurance.

**F. Consent Agenda**

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

**G. Reports**

1. *Operating Reports*
   a. Fiscal and Support Services
      Anderson reported the financials stating that December saw income from operations of $377,000, compared to a budgeted income from operations of $214,000. Year to date income from operations totals $1.2 million. We ended the month with a 7% margin. December's total patient revenue was $11,200,000, which is 3% over budget for the month.
   b. Patient Services
      No additions to the report.
   c. Long Term Care
      Hendrickx announced that the nursing home will be closing one household due to staffing shortages on March 1, 2022. By doing this we will be able to re-open transitions and move residents to different households to create higher staffing efficiencies. The vacant beds will be put on layaway and can stay there for 5 years without penalty. Our bed capacity will now be 79/80 beds.

   d. Ancillary Services
      All COVID testing is now being done in house. Turnaround time for patients has been good at this time.

2. *CEO Report*
   Hofius shared the area COVID graphs. Numbers remain high and we are unsure if we have peaked yet or not. COVID hospitalizations have been low and we are seeing the highest number of employees out at this time.

3. *Medical Staff Report*
   a. *Monthly Update*
      A Caring for the Caregiver session, led by a Sanford psychologist, was held for all providers and was very well attended.
   *b. Recruitment Update*
      No new recruitments to report. We are currently waiting to hear a decision back from a family medicine recruit who was still touring other facilities through the end of this month.

*4. Sanford Report*

Olson reported that they are seeing COVID numbers rise. They are currently holding booster blitzes to encourage their staff to get boosted. A lot of time has been spent at Thief River Falls as they had pipes freeze and break causing their basement to flood.

*5. Quarterly Community Relations Report*

No additions to the report. Von Ruden encouraged board members to participate in the upcoming wellness challenge.

*6. Quarterly Strategic Goal Report*

No additions to the report.

**ACTION ITEM: A motion was made by Jahnke, seconded by Van Watermulen, to accept the quarterly strategic goal report as presented. Roll call vote was done. All in favor. Motion carried.**

*Comments*

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

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Erika Altstadt, Recorder