

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

Date: February 23, 2022

Time: 5:00 p.m.

Place: Webex

Present:	Terry Marthaler	Justine Anderson
	Allan Berube	Erika Altstadt
	Michael Brasel	Sue Von Ruden
	Eugene Jahnke	Sonda Tolle
	Cyndy Rastedt	Tracy Hendrickx
	Ryan Strugar	Beth Ulschmid
	Thomas Meyer	Pat Sjolie
	Alisyn Keil	Sadie Christiansen
	Dean Simpson	Bill Stoderl
	Rich Richter	Kelly Riepe
	Gil Ebner	
	Alana Van Watermulen	
	Dr. Kailey Witt (Sanford)	
	Dr. Roza Glessing (Sanford)	
	Dan Olson (Sanford)	
	Pat Sjolie	
	Chuck Hofius	

Excused: Jerry Kunza, Spencer Schram

**A. Call to Order**

Chair Keil called the meeting to order at 5:00 p.m.

**B. Board Education**

Stoderl presented education on the “No Surprise Billing Act” and answered any questions that board members had.

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

None

**D. Old/Other Business**

1. Legislative Update

Hofius, Tolle, and Hendrickx provided an update on recent legislative items including the nursing ratio bill and the ask to increase the minimum rate for care givers in nursing homes to \$25 an hour.

2. Township/City Annual Meetings

Von Ruden and Hofius reviewed the 2021 annual report with board members. Board members are expected to attend their annual township or city meeting to review the materials with township or city officers.

**E. New Business**

*1. Credentialing*

**ACTION ITEM:** Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Glessing, seconded by Jahnke, to approve medical staff privileges for Rebecca Peterson, APRN-NP (02/28/2022-10/31/2023), Amanda Houghtaling, NP (02/28/2022-08/31/2023), Ashley Schultz, PA (02/28/2022-04/30/2023), Dr. Audrey Park-Skinner (02/28/2022-03/31/2023), Amy Hecker, PA (02/28/2022-07/31/2023), Amanda Hall, CRNA (02/07/2022-02/28/2024), Dr. Christopher Kallenback (02/28/2022-07/31/2023), and Dr. Jeffrey Andersen (02/28/2022-09/30/2023). Roll call vote was done. All in favor. Motion carried.

*2. 2021 Quality Assessment and Performance Improvement Plan Yearly Update*

Riepe presented the 2021 QAPI Yearly update and answered any questions that board members had.

**ACTION ITEM:** A motion was made by Jahnke, seconded by Berube, to accept the 2021 Quality Assessment and Performance Improvement Plan as presented. Roll call vote was done. All in favor. Motion carried.

*3. Medical Staff Rules and Regulations*

Tolle presented the annual updates to the Medical Staff Rules and Regulations. Minor revisions were made this year.

**ACTION ITEM:** Upon recommendation of the Medical Staff, a motion was made by Marthaler, seconded by Simpson, to accept the Medical Staff Rules and Regulations as presented. Roll call vote was done. All in favor. Motion carried.

*4. Quality in Action*

Christiansen highlighted that the vaccination mandate rollout went very well and that we only lost one employee with scheduled hours. Overall the response was very positive and staff either chose to get vaccinated or fill out an exemption. Our current vaccination rate is 86%.

**F. Consent Agenda**

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

**G. Reports**

*1. Operating Reports*

a. Fiscal and Support Services

Anderson reported that there was a decrease in census this month to 38 admissions and 750 observation hours. Fourteen babies were born in January bringing the year to date total to 75. Volumes decreased on the ancillary side as well, surgeries continue to operate as planned and in-line with budget. Radiology and lab decreased as well with lower hospital census and ED visits. Clinic visits are in-line with budget. The occupancy at Perham Living ended the month at 72%. January saw a loss from operations of \$803,000, total patient revenue was 7% under budget for the month. Reasons for the budget variance include: the retention bonus approved by the board, increase in overtime due to staff illnesses, and decreased volumes.

b. Patient Services

No additions to the report.

c. Long Term Care

The Prairie Knoll closure will be complete on March 1. Residents have started moving to new households and orientation for staff is taking place. Two admissions are lined up for Transitions next week and we are expecting more. So far the process has been going well.

- d. Ancillary Services  
No additions to the report.

2. *CEO Report*

Hofius shared the latest area COVID numbers stating that numbers are trending in the right direction.

Our attorneys have been working with the county. So far, they have changed the 2022 portion of our taxes exempting the clinics as well as the pharmacy. We are waiting on the refund check. We are disappointed in how they are treating the school districts and cities because those entities will need to repay the funds that were passed along to them back to the county. The county never set up a reserve for those funds.

A community wide health challenge is planned for March 1-31. Please encourage others to participate, you can sign up by visiting our website.

3. *Medical Staff Report*

a. *Monthly Update*

Ashley Schultz, PA started this week. She will be doing same day clinic as well as filling shifts in the ED as needed.

b. *Recruitment Update*

A recent family medicine candidate ended up choosing a different facility. We have another family medicine w/ OB visit coming up in March.

4. *Sanford Report*

A new clinic is opening in Devils Lake, ND next week. The Thief River Falls behavioral health, which was flooded last month, will be fixed up and ready to utilize again by mid-April. Volumes are down and the recent winter storms have not been good for clinic numbers.

5. *Q4 Quality Report*

No additions to the report.

**ACTION ITEM: A motion was made by Strugar, seconded by Marthaler, to accept the Q4 Quality Report as presented. Roll call vote was done. All in favor. Motion carried.**

**H. Comments**

- 1. Public
- 2. Board

**I. Information Items**

**J. Adjournment**

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