Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: May 25, 2022
Time: 5:00 p.m.
Place: St. James A/B
Present: Terry Marthaler, Jerry Kunza, Allan Berube, Michael Brasel, Eugene Jahnke, Cyndy Rastedt, Ryan Strugar, Alisyn Keil, Rich Richter, Gil Ebner, Dean Simpson, Alana Van Watermulen, Dr. Brett Glawe (Sanford), Dan Olson (Sanford), Chuck Hofius, Justine Anderson, Erika Altstadt, Sonda Tolle, Tracy Hendrickx, Beth Ulschmid, Samantha Vareberg, Taylor Radeck, Jill Carlson

Excused: Spencer Schram, Tom Meyer, Dr. Kailey Witt, Dr. Roza Glessing, Pat Sjolie

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

B. Board Education
Carlson presented education on the OB department.

C. Additions or Deletions to the Agenda
None

D. Old/Other Business
1. Legislative Update
   Hofius gave an update on the recent bills that were passed. Most healthcare issues did not get addressed and we are hopeful they will call a special session to finish.

2. Chemotherapy Update
   Olson provided an update on the new direction for the chemotherapy program at Perham Health. They plan to bring a Roger Maris satellite program to Perham and believe they can grow the program much bigger, with more services, than we could do on our own.

E. New Business
1. *Credentialing*
   ACTION ITEM: Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Glawe, seconded by Jahnke, to approve medical staff

privileges for Dr. Julia Vazquez Lopez (05/31/2022-03/31/2024), Janice Merz, Dental Assistant (05/31/2022-04/30/2024), and Julie Tobkin, NP (05/21/2022-05/31/2024). All in favor. Motion carried.

2. *Board Self Evaluation*
   Marthaler gave an overview of the 2021 Board Self-Evaluation.

3. *Senior Housing Market Study*
   Board members took the time to discuss trends that were seen in the senior housing market study to help leadership with future strategic planning.

4. *Finance Minute*
   Anderson presented a finance minute on "How are Perham Living's Rates Set", and answered any questions that board members had.

5. *Partners in Care Annual Report*
   No additions to the report.

   ACTION ITEM: A motion was made by Marthaler, seconded by Kunza, to accept the Partners in Care Annual Report as presented.

6. *Quality in Action*
   Tolle shared a story of how the surgical team came together to help increase access to serve more patients who are affected by the Fargo backlog of colonoscopies.

F. Consent Agenda

A motion was made by Kunza, seconded by Richter, 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 were 33 acute admissions and 600 observation hours in April. Swingbed days were consistent with budget. Only 11 babies were born in April, and May volumes are picking up. Overall, volumes in the ancillary departments remained consistent with March and were closer to budget for most services. Surgeries increased to 175 surgeries, which is more in line with budget. Lab and radiology continue to be consistent with budget. ED visits continue to be under-budget and therapy volumes slowed down in April. Home care continues to be busy. Clinic visits were slightly under-budget in April due to decreased same-day clinic appointments. Perham Living occupancy ended the month at 86%, and year to date occupancy is at 90%. AR days remained at 50 days and days cash on hand decreased slightly to 320 days, but is still consistent with prior months. Operating margin ended the month at a positive 0.1%, or essentially break-even.
      Anderson also provided an update on the daycare initiative.
   b. Patient Services
      Tolle reported that a 4th CRNA was hired and started this week. Lowell Vomhoff will retire on 5.31.22. The surgery team was also able to hire a sur/tech after 2 years of posting for that position. The new scope cleaning machine for surgery will be installed next week.
   c. Long Term Care
      No additions to the report.
   d. Ancillary Services

No additions to the report.

2. *CEO Report*
   RFP's were sent out and we will be going back to USI for our insurance broker.
   Hofius announced a leadership restructure in which we will be hiring for a Director of IT and a Director of Lab and Imaging.

3. *Medical Staff Report*
   a. *Monthly Update*

   b. Recruitment Update
   A Family Medicine candidate will be visiting mid-June.

4. Sanford Report
Olson shared an initiative that Fargo and other regions are working on to help bring down the cost of travel staff.

5. Quarterly Quality Report
No additions to the report.

ACTION ITEM: Motion made by Berube, seconded by Jahnke, to accept the Quarterly Quality Report as presented.

H. Comments
1. Public
2. Board

I. Information Items

J. Adjournment

There being no further business, the meeting adjourned at 6:50 p.m.

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Alisyn Keil, Chair

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Michael Brasel, Clerk

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Erika Altstadt, Recorder