Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: September 28, 2022
Time: 5:00 p.m.
Place: St. James A/B
Present: Terry Marthaler, Jerry Kunza, Allan Berube, Spencer Schram, Eugene Jahnke, Cyndy Rastedt, Ryan Strugar, Alisyn Keil, Rich Richter, Dean Simpson, Thomas Meyer, Alana Van Watermulen (webex), Dr. Brett Glawe (Sanford), Erika Altstadt, Sonda Tolle, Tracy Hendrickx, Beth Ulschmid, Justine Anderson, Chuck Hofius, Kelly Riepe
Excused: Gil Ebner, Mike Brasel, Dr. Glessing, Dr. Witt, Dan Olson

A. Call to Order
Chair Keil called the meeting to order at 5:05 p.m.

B. Board Education
In lieu of board education new providers Dr. Stong, and Chris Peluso, PA along with new IT Director Ben Dahlin were introduced.

C. Additions or Deletions to the Agenda
None

D. Old/Other Business
1. Joint Commission Update
   Riepe provided an update on the recent Joint Commission survey that went extremely well and we are fully accredited for another three years.

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 Strugar, to approve medical staff privileges for Marc Biggerstaff, PA (09.30.2022-09.30.2024), Jennifer Lessman, PA (09.30.2022-01.31.2021), Dr. Randel Stolee (09.30.2022-03.31.2024), and Lowell Vomhof, CRNA (09.30.2022-09.30.2024). All in favor. Motion carried.

Also upon recommendation from the Executive Committee of the Medical Staff, motion made by Dr. Glawe, seconded by Strugar, to approve medical staff privileges for Dr. Daniel Almquist, Melissa Cook, MSW, LICSW, and Hannah Pavek, DNP. All in favor. Motion carried.

2. *Provision of Care Policy*
   Minimal updates have been made to the Provision of Care Policy, needs yearly board approval per Joint Commission.

   ACTION ITEM: A motion was made by Kunza, seconded by Jahnke, to approve the changes to the Provision of Care Policy as presented.

3. *Capital Purchase – Endoscopy - $389, 498.06*
   The current endoscopy machine is having repairs done often and needs replacement. This is a budgeted item.

   ACTION ITEM: Upon recommendation of the Finance Committee a second was made by Marthaler, to approve the capital purchase of an endoscopy for $389,498.06 as presented. All in favor. Motion carried.

4. *Capital Purchase – Building Automation Upgrade - $130, 974.00*
   Software upgrade that is needed for our building automation panels.

   ACTIION ITEM: Upon recommendation of the Finance Committee a second was made by Simpson, to approve the capital purchase of the building automation upgrade for $130,974.00 as presented. All in favor. Motion carried.

5. *Quality in Action*
   Anderson presented two positive patient stories that resulted from a new initiative that the Elevate program is working on with a prescription program in the Pharmacy.

F. <u>Consent Agenda</u>

A motion was made by Kunza, seconded by Marthaler, 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 presented a finance minute on "How much debt do we have?"
      Anderson reported that August's volumes mirrored July. Fourteen babies were born in August bringing the year to date total to 183 babies. Surgeries increased slightly, lab and radiology surpassed budget, and ED visits remain well ahead of budget. Home Care census increased this month and clinic visits surpassed budget and prior months. August saw a loss from operation of $11,000, compared to a budgeted income from operations of $214,000. Year-to-date income from operations totals $788,000, compared to a budgeted income from operations of $2.1 million.
   b. Patient Services
      No additions to the report.
   c. Long Term Care

Guidance will be coming out soon for the nursing home that will address masking, testing, eye protection, and quarantining.

d. Ancillary Services
No additions to the report.

2. *CEO Report*
The Community Health Needs Assessment (CHNA) will be presented to the Board in October. We will have to have further discussion on whether to continuing doing one as it is not required and could be incorporated into our strategic planning.
Dr. Glessing will be leaving the end of October, Sanford will have to decide how they will fill her spot on the board. Elections for a new Chief of Staff in October.
Sanford Equip will be closing their Perham store on November 4. They will service this area out of their new full service Detroit Lakes location going forward.
We had a great turn out for our last 120th event that was held at Otterberry on September 26.
The first management contract negotiation meeting between Sanford and Perham Health was held on September 9. Everything went very well and we expect to only have about 2-3 more meetings.

3. *Medical Staff Report*
   a. *Monthly Update*
   Signed Dr. Talitha Sannes-Venhuisen as a hospitalist to fill Dr. Glessing's spot. Dr. Jennifer Stong started seeing patients on Monday. Access is great. Had an interview with a NP psychiatry candidate this week.
   b. Recruitment Update

4. Sanford Report

H. Comments
1. Public
2. Board
Kunza shared a story of his family's recent ED waiting room experience.

I. Information Items

J. Adjournment

There being no further business, the meeting adjourned at 6:02 p.m.

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Alisyn Keil, Chair

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Michael Brasel, Clerk

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Erika Altstadt, Recorder