Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: September 27, 2023
Time: 5:00 p.m.
Place: St. James A/B
Present: Terry Marthaler, Jerry Kunza, Alisyn Keil, Tom Meyer, Allan Berube, Spencer Schram, Michael Brasel, Eugene Jahnke, Cyndy Rastedt, Ryan Strugar, Rich Richter, Dean Simpson, Alana Van Watermulen (webex), Dr. Brett Glawe (Sanford), Dan Olson (Sanford), Chuck Hofius, Justine Anderson, Erika Altstadt, Beth Ulschmid, Sadie Christiansen, Riley Emery (intern), Kelly Riepe
Excused: Kathy Anderson, Dr. Jacob, Dr. Witt

A. Call to Order
Marthaler called the meeting to order at 5:01 p.m.

B. Board Education
Emery presented the market share analysis and answered any questions that board members had.

C. Additions or Deletions to the Agenda
None

D. Old/Other Business
1. The group had a discussion on master facility planning. Board members would like the information presented in a better way as links from Wold did not work easily for them. More discussions to come in future months. Start to engage Eide Bailly to go through financial analysis.

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. Ronald Ambrosia (09.30.2023-12.31.2024), Dr. Jeffrey Anderson (09.30.2023-09.30.2025), Dr. Robert Hubers (09.30.2023-03.31.2025), Kristi Schonauer, Dental Assistant (09.30.2023-09.30.2025), and Dr. Gwen Thompson (09.30.2023-09.30.2025). All in favor. Motion carried.
2. *Provision of Care Policy*
Annual Joint Commission requirement. No major changes.

ACTION ITEM: A motion was made by Brasel, seconded by Kunza, to accept the Provision of Care Policy as presented. All in favor. Motion carried.

3. *Board Bylaws*
   No changes made by management.

   ACTION ITEM: Upon recommendation of the Governance committee a motion was made by Simpson, seconded by Jahnke, to recommend the Board Bylaws to the District Board as presented. All in favor. Motion carried.

4. *Board Policies*
   Education policy was update to reflect allowing 4-5 board members to attend a national conference yearly. Verbiage for board education report will be updated to state "include one or more takeaways".

   ACTION ITEM: Upon recommendation of the Governance Committee a motion was made by Kunza, seconded by Richter, to recommend the Board Policies to the District Board as presented. All in favor. Motion carried.

5. *Human Resources Policy Updates*
   Christiansen reviewed the HR policy changes and answered any questions that Board members had.

   ACTION ITEM: A motion was made by Keil, seconded by Schram, to approve the changes to the HR policies as presented. All in favor. Motion carried.

6. *Quality in Action*
   Dr. Bucholz went above and beyond to accommodate a family to have their son be able to be hospitalized here rather than to go to Fargo. The family was very appreciative.

F. <u>Consent Agenda</u>

A motion was made by Richter, seconded by Simpson, 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 reported that August saw income from operations of $259,000. August's total patient revenue exceeded budget by 10%. Volumes are the primary reason for this, primarily in radiology and ED.
   b. Patient Services
      No additions to the report.
   c. Long Term Care
      No additions to the report.
   d. Clinic Operations
      COVID vaccines are available in the clinic.
2. *CEO Report*
   Hofius spoke to the MHA adverse advent report that was just released.
   Roger Maris Cancer Center ribbon cutting on October 25 @ 3:30, open house will be held at the same time. Board members feel free to come prior to meeting to tour the new area.

3. *Medical Staff Report*
   a. *Monthly Update*
      New providers starting in October: Dr. Haugen, Dr. Novak, Dr. Bear.
   b. Recruitment Update

4. Sanford Report
Working on budget. Opened our first virtual clinic in Lidgerwood, ND. Opening a new clinic in Horace, ND.

H. Comments
1. Public
2. Board

I. Information Items

J. Adjournment

There being no further business, the meeting adjourned at 6:18 p.m.

_____
Terry Marthaler, Chair

_____
Alisyn Keil, Clerk

_____
Erika Altstadt, Recorder

Perham Hospital District Board
Wednesday, September 27, 2023 – 5:00 p.m. St. James A/B

Attendance: Terry Marthlaer, Al Berube, Alisyn Keil, Mike Brasel, Rich Richter, Spencer Schram, Gene Jahnke, Jerry Kunza, Cyndy Rastedt, Alana VanWatermulen (Webex), Dean Simpson, Tom Meyer, Ryan Strugar, Chuck Hofius, and Erika Altstadt

A. Call to Order

Marthaler called the meeting to order at 6:20 pm.

B. Board Bylaws

ACTION ITEM: Upon recommendation of the Operating Committee a second was made by Richter to accept the Board Bylaws as presented. All in favor. Motion carried.

C. Board Policies

ACTION ITEM: Upon recommendation of the Operating Committee a second was made by Jahnke to accept the Boar Policies as presented. All in favor. Motion carried.

D. Adjournment

Marthaler adjourned the meeting at 6:21 pm.