Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: October 25, 2023
Time: 5:00 p.m.
Place: St. James A/B

Present:
Terry Marthaler
Jerry Kunza
Alisyn Keil (webex)
Tom Meyer (webex)
Allan Berube
Michael Brasel
Eugene Jahnke
Cyndy Rastedt
Rich Richter
Dean Simpson
Alana Van Watermulen (webex)
Dr. Brett Glawe (Sanford)
Dr. Kailey Witt (Sanford)
Dan Olson (Sanford)
Chuck Hofius
Justine Anderson
Erika Altstadt
Sonda Tolle
Tracy Hendrickx
Beth Ulschmid
Sadie Christiansen
Riley Emery (intern)
Mindi Larson

Excused: Spencer Schram, Ryan Strugar, Dr. Jacob

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

B. Board Education
Larson presented an update on the Elevate program and answered any questions that board members had.

C. Additions or Deletions to the Agenda
None

D. Old/Other Business
1. Master Facility Planning Discussion
   Hofius reported that Eide Bailly has been engaged to review costs reports, etc. Anderson stated that we can expect to have their finding by November finance meeting.

2. Board members update
   Marthaler announced that Kathy Anderson gave her resignation and that a letter has been sent to the City of Richville informing them of the resignation and asking if they recommend anyone for the Board to appoint for interim.
   Marthaler also announced that after 40 years Kunza has decided to retire from the Board and that this will be his last meeting. Marthaler listed off highlights of Kunza's 40 years on the Board.

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 Jahnke, to approve medical staff privileges for Melinda Anderson, NP (10.31.2023-10.31.2025), Dr. James Bear (10.31.2023-02.25.2025), Dr. Michael Goldstein (10.31.2023-10.31.2025), Wendy Gravelle, CRNA (10.31.2023-10.31.2025), Dr. Conrad Hanstein (10.31.2023-10.31.2025), Dr. Lindsay Haugen (10.31.2023-08.31.2025), Jennifer Hoffmann, NP (01.31.2023-12.31.2024), Stephanie Krueger, PA (10.31.2023-10.31.2025), Dr. Christopher Mullet (10.31.2023-07.31.2025), Dr. Marlee Novak (10.31.2023-05.31.2025), Rebecca Peterson, NP (10.31.2023-10.31.2025), Brittany Schmidt, CRNA (10.31.2023-10.31.2025), Dr. Todd Sekundiak (10.31.2023-10.31.2025), and Dr. Michael Steinmetz (10.31.2023-10.31.2025). All in favor. Motion carried.

2. *Sanford Annual Contract Review*
   Hofius reviewed the Sanford Annual Contract Review with board members and answered any questions that they had.

3. *Community Health Needs Assessment Survey*
   The Community Health Needs Assessment Survey will be done this year to help align with strategic planning in the spring. Be on the lookout for ways to take the survey in the near future.

4. *Quality in Action*
   Anderson shared a story of how our vascular ultrasound service saved a patient's life.

F. <u>Consent Agenda</u>

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

Keil left the meeting.

G. <u>Reports</u>

1. *Operating Reports*
   a. Fiscal and Support Services
      Anderson reviewed the September financials stating that September saw a loss from operations of $225,000. Preliminary numbers show breakeven for FY 2023 without the ERC funds.
      Received notice of the workforce incentive grant for retention and recruitment of nursing home employees.
   b. Patient Services
      No additions to the report.
   c. Long Term Care
      Nursing home residents and staff continue to test positive for COVID.
      Jennifer Doll, Director of Home Care's last day is Friday, October 27. April Greisen Agather was named interim for that position.
   d. Clinic Operations
      No additions to the report.
2. *CEO Report*
   Discussed open board positions and what the next steps are going forward.
3. *Medical Staff Report*
   a. *Monthly Update*
      Dr. Glawe and Dr. Witt reported that it is busy with all the new providers starting, but also fun to see and meet all the new faces.

b. Recruitment Update

4. *Sanford Report*
   Olson reported that Sanford has greatly improved their safety scores within the past year.

5. *Final Strategic Goal Report 2023*
   No additions to the report.
   ACTION ITEM: A motion was made by Kunza, seconded by Jahnke, to accept the final strategic goal report for 2023 as presented. All in favor. Motion carried.

6. *Quarterly Community Relations Report*
   No additions to the report.

H. Comments

1. Public
2. Board

I. Information Items

J. Adjournment

There being no further business, the meeting adjourned at 6:06 p.m.

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Terry Marthaler, Chair

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Alisyn Keil, Clerk

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Erika Altstadt, Recorder

Perham Hospital District Board
Wednesday, October 25, 2023 – 5:00 p.m. St. James A/B

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

A. Call to Order

Marthaler called the meeting to order at 6:06 pm.

B. Board Bylaws

ACTION ITEM: A motion was made by Berube, seconded by Jahnke, to accept the second reading of the Board Bylaws. All in favor. Motion carried.

C. Board Policies

ACTION ITEM: A motion was by Kunza, seconded by Simpson to accept the second reading of the Board Policies. All in favor. Motion carried.

D. Adjournment

Marthaler adjourned the meeting at 6:08 pm.

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Terry Marthaler, Chair

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Alisyn Keil, Clerk

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Erika Altstadt, Recorder