Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: July 31, 2024
Time: 5:00 p.m.
Place: St. James A/B

Present:
Terry Marthaler
Alisyn Keil
Tom Meyer
Allan Berube
Eugene Jahnke
Cyndy Rastedt (webex)
William Nelson
Mike Brasel
Dean Simpson
Rich Richter
Alana Van Watermulen
Sue Huebsch (webex)
Spencer Schram
Dr. Kailey Witt (Sanford)
Dr. Robert Steininger (Sanford)
Sonda Tolle (webex)
Chuck Hofius
Erika Altstadt
Sadie Christiansen
Justine Anderson
Emily Freier, Admin Intern
Connor Colliton, Finance Intern
Becca Huebsch

Excused: Dan Olson (Sanford), Ryan Strugar, Dr. Brett Glawe

A. Call to Order

Chair Marthaler called the meeting to order at 5:01 p.m.

B. Board Education

Becca Huebsch, Director of EMS and Emergency Preparedness presented for Board Education and answered any questions that board members had.

Huebsch left the meeting.

C. Additions or Deletions to the Agenda

1. Postponing Perham Living Quality of Life Scores until next month.

D. Old/Other Business

1. Hospital Master Plan
   Hofius reported that it is time to end our pause and begin discussing when to move forward. Hofius recommends that we begin design of a possibly scaled back phase this fall. Eide Bailly is conducting a feasibility study and we plan to interview architects soon.

E. New Business

1. Credentialing

ACTION ITEM: Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Steininger, seconded by Schram, to approve medical staff privileges for Julie Bechtel, CRNA (07.31.2024-07.31.2026), Dr. Diana Bleyan (07.31.2024-08.31.2025), Trent Blackwill, CRNA (07.31.2024-01.31.2026), John Hennen, Laser

Technician (07.31.2024-11.30.2025), Dr. Robert Reed (07.31.2024-07.31.2026), Dr. Ryan Reynolds (07.31.2024-07.31.2026), Ashely Sharpe, Laser Technician (07.31.2024-09.30.2025) and Dr. Amy White-Jones (07.31.2024-11.30.2025). All in favor. Motion carried.

2. *2025-2028 Strategic Plan Approval*
   No changes have been made.
   ACTION ITEM: A motion was made by Keil, seconded by Meyer, to recommend the approval of the 2025-2028 Strategic Plan to the District Board. All in favor. Motion carried.

3. *Budget Update*
   Anderson reviewed the draft of the 2025 budget. Also reviewed capital budget for next three fiscal years. Budget will be voted on in August.

4. *Capital Purchase | NYM Clinic Radiology Remodel | $147,935.00*
   Radiology room at New York Mills is needing an update. Received a grant of $110,000 to replace equipment in that clinic. This was not a budgeted item but since we received the grant we are moving forward.

   ACTION ITEM: Upon recommendation of the Finance Committee, a second was made by Nelson, to approve the capital purchase of the NYM Clinic Radiology Remodel for $147,935.00 as presented. All in favor. Motion carried.

5. *Medical Staff Bylaws*
   No changes have been made. Needs yearly board approval.
   ACTION ITEM: A motion was made by Jahnke, seconded by Brasel, to accept the Medical Staff Bylaws as presented. All in favor. Motion carried.

6. *Perham Living QOL Scores*
   Postponed until next month

7. *Authority Statement for Perham Health*
   No changes have been made. Needs yearly board approval.
   ACTION ITEM: A motion was made by Schram, seconded by Meyer, to accept the Authority Statement for Perham Health as presented. All in favor. Motion carried.

8. *Finance Minute*
   Anderson provided and finance minute on Rural Emergency Hospitals Program and answered any questions that Board members had.

9. *Quality in Action*
   Hofius shared how the team is working hard to find proper placement for a patient for their specific mental health needs.

F. <u>Consent Agenda</u>

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

G. <u>Reports</u>

1. *Operating Reports*

a. Fiscal and Support Services
June saw loss from operations of $7,500 which brings year to date loss to $217,000.

b. Patient Services
No additions to the report.

c. Long Term Care
No additions to the report.

d. Clinic Operations
No additions to the report.

2. *CEO Report*
Dr. Kim Peterson signed on as a hospitalist and will be starting 28th of August.
Retirement party for Dr. Paulson on Wednesday, August 7, 3:00-4:30 PM.
Election filing is open until August 13th.
Emily and Connor's (interns) last meeting with us.
Praised Becca for her work she is doing with EMS.

Keil left the meeting.

3. *Medical Staff Report*
   a. *Monthly Update*
   Nothing to report at this time.
   b. Recruitment Update
   Nothing to report at this time.

4. Sanford Report
Not present.

5. Quarterly Community Relations Report
No additions to the report.

6. Quarterly Strategic Goals Report
No additions to the report
ACTION ITEM: A motion was made by Simpson, seconded by Brasel, to accept the Quarterly Strategic Goals report as presented. 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 6:38 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, July 31, 2024 – 5:00 p.m. St. James A/B

Attendance: Spencer Schram, Rich Richter, Al Berube, Dean Simpson, Gene Jahnke, Tom Meyer, William Nelson, Mike Brasel, Cyndy Rastedt (webex), Alana Van Watermulen (webex), Terry Marthaler, Sue Huebsch (webex), Chuck Hofius and Erika Altstadt

Excused: Alisyn Keil, Ryan Strugar

A. Call to Order

Marthaler called the meeting to order at 6:39 pm.

B. 2025-2028 Strategic Plan

ACTION ITEM: A motion was made by Jahnke, seconded by Simpson, to accept the 2025-2028 Strategic Plan as presented. All in favor. Motion carried.

C. Adjournment

Marthaler adjourned the meeting at 6:39 pm.

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Terry Marthaler, Chair

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Alisyn Keil, Clerk

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Erika Altstadt, Recorder