Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: August 28, 2024
Time: 5:00 p.m.
Place: St. James A/B
Present:

Terry Marthaler	Sonda Tolle
Alisyn Keil	Chuck Hofius
Tom Meyer (webex)	Erika Altstadt
Allan Berube	Sadie Christiansen
Eugene Jahnke	Justine Anderson
Cyndy Rastedt	Tracy Hendrickx
William Nelson	Bill Stoderl
Mike Brasel	David Lilja
Rich Richter	Becky Bentley
Alana Van Watermulen (webex)	Grace Mindermann
Sue Huebsch	Kelly Riepe
Spencer Schram	
Dan Olson	
Dr. Robert Steininger (Sanford)	

Excused: Ryan Strugar, Dean Simpson, Dr. Brett Glawe, Dr. Kailey Witt

A. Call to Order

Chair Marthaler called the meeting to order at 5:00 p.m.

B. Board Education

David Lilja, Director of Assisted Living presented board education on memory care, assisted living, catered living, adult day services, and senior housing and answered any questions that board members had.

C. Additions or Deletions to the Agenda

1. Tolle introduced Becky Bentley, Director of Perioperative Services

D. Old/Other Business

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 Jahnke, to approve medical staff privileges for Judy Bellanger-Dahl, PA (08.21.2024-08.31.2026), Dr. Taylor Dowsley (08.31.2024-08.31.2026), Adam Fieber, CRNA (08.31.2024-03.31.2026), Stacy Grossman, NP (08.31.2024-11.30.2025), Sarah Holmer, RN (08.31.2024-02.28.2026), Kirby Horgan, Laser Tech (08.31.2024-02.28.2026), Casey Kottenbrock, Surgical Tech (08.31.2024-09.30.2025), Dr. Guillermo Marroquin-Galvez (08.31.2024-08.31.2026), John Morrison, Laser Tech

(08.31.2024-06.30.2026), Kristen Mortenson, Laser Tech (08.31.2024-05.31.2026), Dr. Kyle Muckenhirn (08.31.2024-12.31.2025), Zachary Rogers, Laser Tech (08.31.2024-05.31.2026), Dr. Donald Stallman (08.31.2024-08.31.2026) and Melissa Theige, PA (08.31.2024-04.30.2026). All in favor. Motion carried.

Also upon recommendation of the Executive Committee of the Medical Staff and relying on Sanford Health and motion was made by Dr. Steininger, seconded by Jahnke, to grant telemedicine privileges to Dr. Val Smalley. All in favor. Motion carried.

2. *Operating Budget*
   Anderson reviewed fiscal year 2025 operating budget and answered any questions that board members had.

   ACTION ITEM: Upon recommendation of the Finance Committee a second was made by Keil, to recommend the approval of the FY 2025 operating budget to the District Board. All in favor. Motion carried.

3. *Capital Budget*
   Anderson reviewed fiscal year 2025 capital budget and answered any questions that board members had.

   ACTION ITEM: Upon recommendation of the Finance Committee a second was made by Richter, to recommend the approval of the FY 2025 capital budget to the District Board. All in favor. Motion carried.

4. *2025 Draft of Strategic Goals*
   Hofius reviewed the proposed 2025 strategic goals and answered any questions that board members had. Board decided to move for approval this month rather than wait until September.

   ADDITION TO THE AGENDA
   ACTION ITEM: A motion was made by Huebsch, seconded by Rastedt to accept the 2025 strategic goals as presented. All in favor. Motion carried.

5. *Certify Initial 2025 Tax Levy*
   Recommend holding flat for another year at $820,473.00

   ACTION ITEM: Upon recommendation of the Finance Committee, a second was made by Berube, to recommend the certification of the initial 2025 tax levy at $820,473.00 to the District Board. All in favor. Motion carried.

6. *Operating Expense Approval | HRIS/Paycom contract fee | $193,000 annually*
   This is for a new payroll system. As stated in our expenditure of funds policy this is something that we need to bring to the Board for approval. Our current system is very outdated and Sanford does not intend to switch us to their current system anytime soon.

   ACTION ITEM: Upon recommendation of the Finance Committee, a second was made by Nelson, to approve the operating expense of the HRIS/Paycom contract fee of $193,000 annually as presented. All in favor. Motion carried.

7. *Perham Living Quality of Life Scores*
   Hendrickx highlighted recent QOL scores that came out from MDH for Perham Living.

8. *Finance Minute*
   Stoderl presented a finance minute on our financial assistance program and answered any questions that Board members had.

9. *Quality in Action*
   Hendrickx shared a story of how Elevate made an impactful difference for a community member.

F. Consent Agenda

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

G. Reports

1. *Operating Reports*
   a. Fiscal and Support Services
      July saw income from operations of over $500,000 this brings year to date income from operations to $340,000.

   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*
   No additions to the report.

3. *Medical Staff Report*
   a. *Monthly Update*
      No updates at this time.
   b. Recruitment Update
      No updates at this time.

4. *Sanford Report*
   Discontinuing contract with humana for medicare advantage plan.
   Went live with EPIC platform in family healthcare in Fargo

5. *EMS Report*
   No additions to the report.

6. *Quarterly Quality Report*
   Riepe reported on a recent OSHA complaint that was received.

   ACTION ITEM: A motion was made by Jahnke, seconded by Richter, to accept the quality 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 6:26 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, August 28, 2024 – 5:00 p.m. St. James A/B

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

Excused: Ryan Strugar, Dean Simpson

A. Call to Order

Marthaler called the meeting to order at 6:27 pm.

B. 2025 Tax Levy

ACTION ITEM: Upon recommendation of the Operating Committee, a second was made by Keil, to certify the initial 2025 tax levy at $820,473.00 as presented. All in favor. Motion carried.

C. FY 2025 Operating Budget

ACTION ITEM: Upon recommendation of the Operating Committee, a second was made by Berube, to accept the FY 2025 operating budget as presented. All in favor. Motion carried.

D. FY 2025 Capital Budget

ACTION ITEM: Upon recommendation of the Operating Committee, a second was made by Jahnke, to accept the FY 2025 capital budget as presented. All in favor. Motion carried.

E. *Addition:* 2025 Strategic Goals Approval

ACTION ITEM: Upon recommendation of the Operating Committee a second was made by Huebsch to accept the 2025 Strategic Goals as presented. All in favor. Motion carried.

F. Adjournment

Marthaler adjourned the meeting at 6:29 pm.

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Terry Marthaler, Chair

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Alisyn Keil, Clerk

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Erika Altstadt, Recorder