Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: May 28, 2025
Time: 5:00 p.m.
Place: St. James A/B

Present:	Terry Marthaler	Dr. Kailey Witt
	Alisyn Keil	Sonda Tolle
	Eugene Jahnke	Chuck Hofius
	Cyndy Rastedt	Sadie Christiansen
	Arvin Widness	Beth Ulschmid
	Mike Lee	Bill Stoderl
	Rich Richter	Tracy Hendrickx
	Spencer Schram	Anthony Conzemius
	Alana Van Watermulen	Brian Viessman
	Sue Huebsch	Katie Hildenbrand
	Dan Olson	Nancy Doyle
Dr. Robert Steininger		Trevor Guck

Excused: Jared Bachelder, Mike Brasel, Al Berube, Tom Meyer and Dr. Brett Glawe

A. Call to Order

Chair Marthaler called the meeting to order at 5:04 p.m.
Introduction to Brian Viessman new Director of Revenue Cycle.

B. Board Education

None, due to master facility planning.

C. Additions or Deletions to the Agenda

None

D. Old/Other Business

1. Legislative Update
   Hofius provided a legislative update and answered any questions that Board members had.

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 Huebsch, to approve medical staff privileges for Kyle Anderson, CRNA (05.31.2025-05.31.2027), Cheryl Braham (05.31.2025-05.31.2027), Dr. Mark Colliton (05.31.2025-05.31.2027), Dr. Jaimie Deraney (05.31.2025-05.31.2027), Dr. Marlee Novak (05.31.2025-05.31.2027), Dr. Bryn Putbrese (05.31.2025-05.31.2027), Dr. Kerry Stevens (05.31.2025-05.31.2027), Julie Tobkin, NP (05.31.2025-05.31.2027) and Marisa Zutter, NP (05.31.2025-05.31.2027). All in favor. Motion carried.

2. Master Facility Plan

HGA in combination with Widseth presented the master facility plan to the Board. Discussion took place and Marthaler asked each Board member to weigh in on their current thoughts. Board

members were unanimous in their support of moving into schematic design. No formal vote was taken since the board had previously given approval to go through schematic design.

3. *Board Self-Evaluation*
   Hofius reviewed the results of the Board self-evaluation. Overall scoring came out well. He reviewed the highest and lowest scorings of the evaluation. The Governance committee recommends that we should make being in person a priority and have a goal of attending a minimum of 8 in-person meetings throughout the year. If you are unable to attend, please send questions to the Board Chair ahead of the meeting. No action is needed tonight; Governance will add these things to policies when they are reviewed in September. Other recommendations included having leaders include both name and title to their board reports and to spell out acronyms.

4. *CAH Annual Policy Review*
   Tolle provided an update on this year's review and answered any questions that Board members had.

   ACTION ITEM: A motion was made by Jahnke, seconded by Keil, to accept the CAH policy changes as presented. All in favor. Motion carried.

5. *OBGYN Coverage*
   Hofius provided an update on OBGYN call coverage.

6. *Quality in Action*
   Ulschmid shared a shout out to Jean Tobkin who received the Pillars of Perham Health Award for her work she does for her patients through the Elevate program.

F. <u>Consent Agenda</u>

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

G. <u>Reports</u>

1. *Operating Reports*
   a. Fiscal and Support Services
      Stoderl reported that April saw income from operations of $79,000 bringing the year-to-date total to $229,000.

   b. Patient Services
      All remodeling projects have been finished.

   c. Long Term Care
      Plan of correction for the Fire Marshall portion of the MDH survey was accepted.
      The Physical Therapy assistant did accept the position today.

   d. Clinic Operations
      No additions to the report.

2. *CEO Report*
   Celebrating some awards at both campuses next week.

Feel like we are headed in a good direction with our ortho program.

3. *Medical Staff Report*
   a. *Monthly Update*
      No additions to the report.

   b. Recruitment Update
      No additions to the report.

4. Sanford Report
Currently waiting for Joint Commission. Reaching out to the Black Hills area and adding them in their service line meetings. First community breakfast was held in Grand Forks today.

5. Quarterly Quality Report
No additions to the report.
ACTION ITEM: A motion was made by Schram, seconded by Huebsch, to accept the Quarterly Quality Report as presented. All in favor. Motion carried.

H. Comments

1. Public
   None
2. Board
   None

I. Information Items

J. Adjournment

There being no further business, the meeting adjourned at 7:17 p.m.

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Terry Marthaler, Chair

_____
Alisyn Keil, Clerk

_____
Erika Altstadt, Recorder