Perham Health
Perham, MN
Operations Committee of the Board
Minutes

Date: September 30, 2026
Time: 5:00 p.m.
Place: St. James A/B

Present:
Alisyn Keil
Tom Meyer
Allan Berube
Eugene Jahnke
Cyndy Rastedt (TEAMS)
Arvin Widness (TEAMS)
Mike Lee
Rich Richter
Alana Van Watermulen
Spencer Schram
Jared Bachelder
Sue Huebsch (TEAMS)
Dan Olson
Dr. Sannes-Vanhuisen
Dr. Witt (TEAMS)
Dr. Glawe (TEAMS)
Sonda Tolle
Chuck Hofius
Sadie Christiansen
Jill Oseien
Bill Stoderl
Tracy Hendrickx
Scott Whitmore (Norson)
Eric Lein (Norson)
Michael Austin

Excused: Mike Brasel, Terry Marthaler

A. Call to Order

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

B. Board Education

Michael Austin, Director of Pharmacy, presented board education on the hospital pharmacy and answered any questions that Board members had.

C. Additions or Deletions to the Agenda

D. Old/Other Business

1. Hospital Building Project Update
   See below in the Maintenance/Supply Chain building bids section.

E. New Business

1. Credentialing

ACTION ITEM: Upon recommendation from the Executive Committee of the Medical Staff, a motion was made by Dr. Sannes-Venhuizen, seconded by Richter, to approve medical staff privileges for Kari Sikkink, MD (09.30.2026-05.31.2028). All in favor. Motion carried.

2. Maintenance/Supply Chain Building Bids

Whittmore reviewed Norson's recommendation, bid came in over budget. They recommend doing some value engineering and including this project with the big project going forward.

ACTION ITEM: A motion was made by Richter, seconded by Jahnke, to recommend to the District Board to reject any and all bids at this time, with the intent to rebid at a later date. Roll call vote was done. All in favor. Motion carried.

3. *Capital Purchase | Cepheid GX16 | $125,679.11*
   2027 budgeted item that is grant funded, comes to full board prior to Finance Committee because we were recently informed of a benefit for us to purchase it in early October, prior to October board meeting.

   ACTION ITEM: A motion was made by Schram, seconded by Berube, to approve the capital purchase for a Cepheid GX16 for $125,679.11 as presented. Roll call vote was done. All in favor. Motion carried.

4. *Board Bylaws*
   Hofius reviewed proposed changes to the Bylaws. Various changes were made to verbiage to help align to CMS criteria or Joint Commission standards.

   ACTION ITEM: A motion was made by Bachelder, seconded by Schram, to recommend the Board Bylaws to the District Board as presented. Roll call vote was done. All in favor. Motion carried.

5. *Board Policies*
   All Board policies were reviewed. Changes recommended for the Board District Levy Policy to include history of the levy.

   ACTION ITEM: A motion was made by Lee, seconded by Van Watermulen, to recommend the Board Policies to the District Board as presented. Roll call vote was done. All in favor. Motion carried.

6. *Quality in Action*
   Hofius, Matzke and Tolle highlighted recent surveys (trauma, baby friendly and lab joint commission) that we had in the last three weeks.

F. <u>Consent Agenda</u>

ACTION ITEM: A motion was made by Richter, seconded by Meyer, 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 August had income from operations of $121,000, which brings the year-to-date operating margin to a positive $51,000.

   b. Patient Services
      No additions to the report.

   c. Long Term Care
      No additions to the report.

   d. Clinic Operations
      Coordinating a few site visits for this fall.

e. Human Resources
Working on benefit open enrollment.
Annual increases are in the works to start on 10/1.

2. *CEO Report*
Hofius reported that there has been a lot of activity surrounding recruiting. Also, he will begin to do community presentations on the building project in the months of October and November.

3. *Medical Staff Report*
   a. *Monthly Update*
   Update on Nocturnist program.
   Update on provider morale.
   b. Recruitment Update
   No updates at this time.

4. Sanford Report
Olson reported that the merger with North Memorial has been finalized. Also provided an update on finances.

H. Comments

1. Public
None
2. Board

I. Information Items

J. Adjournment

There being no further business, the meeting adjourned at 6:30 p.m.

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Terry Marthaler, Chair

_____
Alisyn Keil, Clerk

_____
Erika Altstadt, Recorder

Perham Hospital District Board
Wednesday, August 26, 2026 – 5:00 p.m. St. James A/B

Attendance: Jared Bachelder, Al Berube, Gene Jahnke, Rich Richter, Sue Huebsch (TEAMS), Alisyn Keil, Spencer Schram, Mike Lee, Cyndy Rastedt (TEAMS), Arvin Widness (TEAMS), Tom Meyer, Alana Van Watermulen, Chuck Hofius, Bill Stoderl, Tracy Hendrickx and Erika Altstadt
Excused: Terry Marthaler, Mike Brasel

A. Call to Order

Keil called the meeting to order at 6:31 pm.

B. Maintenance/Supply Chain Building Bids

ACTION ITEM: A motion was made by Jahnke, seconded by Schram, to reject any and all bids at this time, with the intent to rebid at a later date. Roll call vote was done. All in favor. Motion carried.

C. Board Bylaws

ACTION ITEM: A motion was made by Meyer, seconded by Berube, to approve the Board Bylaws as presented. Roll call vote was done. All in favor. Motion carried.

A motion was made by Schram, seconded by Bachelder to waive the second reading of the Board Bylaws and cast a unanimous ballot. Roll call vote was done. All in favor. Motion carried.

D. Board Policies

ACTION ITEM: A motion was made by Lee, seconded by Van Watermulen to approve the Board Policies as presented. Roll call vote was done. All in favor. Motion carried.

*****Closed Session*****

E. The meeting will be closed under Minn. Stat. 144.581, subd. 5(a) to discuss specific marketing activities and contracts in areas where Perham Health is in competition with other health care providers such that disclosure of information would cause harm to Perham Health's competitive position.

F. Adjournment

Keil adjourned the meeting at 6:40 pm.

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Terry Marthaler, Chair

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Alisyn Keil, Clerk

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Erika Altstadt, Recorder