

Audubon County Memorial Hospital Board of Trustees
MEETING MINUTES

March 26, 2020
12 Noon

ATTENDANCE

Present: Board Members: Vicky Robinson, Michelle Sprague, Marlene Ballou, Anne Miller, Mark Kessler
Absent: Denise Kilworth, Brett Irlmeier
Others Present: Suzanne Cooner, Susan Stetzel, Melinda Alt, Kolton Hewlett

I. CALL TO ORDER

Vicky Robinson called the meeting to order at 12 p.m.

II. AGENDA APPROVAL

Suzanne Cooner, CEO requested that board not be call for a Closed Session for her evaluation. With that one change, Michelle Sprague made a motion, seconded by Anne Miller to approve the agenda with approval in accordance with the Code of Iowa Open Meetings Law. Motion carried.

III. PUBLIC COMMENTS

No public comments.

IV. CONSENT AGENDA

It was moved by Marlene Ballou and seconded by Michelle Sprague to approve the Meeting Minutes of Annual February 27, 2020. Motion carried.

V. FINANCIAL REPORT

The financial reports and budget scorecard were reviewed.

The Provider Productivity report was reviewed.

The financial report for the month February Operating Statement “excess of revenue over expenses” for the month is a \$4,888.44. YTD is \$196,898.06 compared to budget of \$76,532.66.

CD #38336 for \$481,765.17 matured on 03/02/2020 at Audubon State Bank. The rate for Landmands Bank is 1.5%, Audubon State Bank is 1.20% and Exchange State Bank is 1.25%. The CD was invested at the highest rate of 1.5% at Landmands Bank for 12 months.

CD #38335 for \$109,787.02 matured on 03/02/2020 at Audubon State Bank. The rate at Audubon State Bank is 1.20%, Landmands Bank is 1.55% and Exchange State Bank is 1.25%. The CD was invested at the highest rate of 1.55% at Landmands Bank for 12 months.

CD #38337 at Audubon State Bank matured on 03/02/2020 for \$709,182.40. Audubon State Bank rate is 1.20%, Exchange State Bank 1.25% and Landmands Bank passed. The CD was invested at the highest rate of 1.25% at Exchange State Bank for 12 months.

CDs at Audubon State Bank matured on 03/05/2020 #38341 for \$602,321.04 and #38342 for \$405,551.30. The rate at Audubon State Bank is .50%, Exchange State Bank .75% and Landmands Bank passed. Both CDs were invested at the highest rate at Exchange State Bank at .75% for 12 months.

CD# 38368 matured on 3/23/2020 at Audubon State Bank. With the Audubon State Bank closed to walk-ins due to the Covid 19 the CD was cashed and put in checking. The CD will be reinvested at a later date.

Suzanne announced that all capital expenditures are put on hold as are all unnecessary expenses until the full effect of the COVID-19 pandemic response is identified. All non-routine expenditures over \$500 must now be approved by the CEO prior to purchase.

A discussion was held about the audit firm, BKD who performed the hospital's financial audit last fiscal year. The board instructed Melinda Alt to get three bids for this year's audit and present to the board in the April meeting for consideration.

VI. MEDICAL STAFF CREDENTIALING

Appointments, Reappointments and Resignations from Medical Staff:
Resignation from Allied Health Staff:

- a. Jill Konfrst, ARNP

Board members reviewed the applications, the supporting documentation, the Chief of Medical Staff's recommendations from the Medical Staff, and information received during the credentialing and privileging processes. Based on this review, it is the Board's opinion that the above applicants meet the requirements for Medical Staff resignation. Motion was made by Marlene Ballou and seconded by Mark Kessler to approve the above credentialing. Motion carried.

VII. APPROVALS

- Apollo, Inc. Beta Testing Site – Mark Kessler made a motion, seconded by Anne Miller to approve the Apollo, Inc. Beta Testing Site. Motion carried.
- Life Serve Blood Center Agreement – Mark Kessler made a motion, seconded by Anne Miller to approve the Life Serve Blood Center. Motion carried.

VIII. REVIEW OF REPORTS

Quality/Compliance/Risk Management Reports:

The Quality Report for March 2020 Quality Committee Meeting was reviewed.

The Compliance Report for March 2020 was reviewed.

Risk Management Summary – as of March 22, 2020 was reviewed.

Risk Management report given.

CEO Report:

Suzanne Cooner gave an update on the hospital's preparation for the COVID-19 emergency response. The hospital will discontinue all elective surgeries deemed non-emergent until further notice through the COVID-19 emergency response. Plans are in place to re-open the Exira Clinic on a limited basis as soon as we can safely do so with enough PPE.

An update was given on Dr. Maire being shared temporarily with St. Anthony's in Carroll.

IX. CEO EVALUATION

The board gave Suzanne Cooner her annual evaluation. A motion was made by Mark Kessler and seconded by Marlene Ballou to approve a 3% annual adjustment to Suzanne's salary effective April 1, 2020. Motion carried.

X. BOARD COMMENTS

There were no further comments from the board.

XI. ADJOURNMENT:

The meeting adjourned at 2:10 p.m. with a motion by Marlene Ballou and seconded by Michele Sprague. Motion carried.

Vicky Robinson, Board of Trustees Vice Chair

Marlene Ballou, Board of Trustees Secretary