

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

July 23, 2020 at 12 Noon

Board Room

ATTENDANCE

Board Members Present: Vicky Robinson, Michelle Sprague, Marlene Ballou, Denise Kilworth, Mark Kessler

Board Members Absent: Brett Irlmeier, Anne Miller

Staff Present: Suzanne Cooner, Melinda Alt, Kolton Hewlett, Haillie Bruch, Dr. Jeff Maire

I. CALL TO ORDER

Vice Chair, Vicky Robinson, called the meeting to order at 12:00 Noon.

II. AGENDA APPROVAL

Michelle Sprague made a motion, seconded by Vicky Robinson 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 Michelle Sprague and seconded by Marlene Ballou to approve the Meeting Minutes of June 25, 2020. Motion carried.

V. FINANCIAL REPORT

Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month for May Operating Statement "excess of revenue over expenses" for the month was \$155,482.81. YTD is \$220,830.02 compared to budget of \$114,191.18. Discussed current process for annual audit and Melinda reported that the auditors are currently working on the FY 2019-20 financial audit.

VI. MEDICAL STAFF REPORT AND CREDENTIALING

Dr. Jeff Maire, Chief of Medical Staff, gave the medical staff report and credentialing recommendations. The following appointments, reappointments, and resignations from the medical staff were reviewed:

Initial Appointment to Courtesy Medical Staff:

1. Nathan Woodward, MD
2. Mohamed Humad, MD

Initial Appointment to Provisional (Active) Medical Staff

1. James Cooper, MD

Initial Appointment for Consulting Medical Staff

1. Muhammad Abdul-Wahab, MD
2. Ross Bacon, MD
3. Patrick Kelly, MD

Resignation from Courtesy Medical Staff

1. Amr Essa, MD

Board members reviewed the applications, the supporting documentation, the 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 resignations and approval of updated privileges. Motion was made by Denise Kilworth and seconded by Mark Kessler to approve the above credentialing. Motion carried.

VII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Kolton Hewlett, Senior Dir. Administration/Compliance Officer, reviewed the compliance, quality, and risk management reports. Trends in incident reports, current patient safety, and quality initiatives were reviewed and discussed. The process for patient satisfaction surveys were reviewed, including conducting patient satisfaction surveys in our emergency department and in the rural health clinics. The patients in the ER and rural health clinics will receive their survey via text message and the inpatients will have their survey conducted over the phone. Current and upcoming compliance activities were discussed. Discussed one reported compliance concern that was deemed to be unfounded.

VIII. APPROVALS

The following policies were presented to the board for approval. The policies have already been approved by the Professional Advisory Committee (PAC) and the medical staff.

- Self-Administration of Medications – Swing Bed
- Free Choice of Attending Physician – Swing Bed

An updated copy of the organizational chart was presented to the board for approval.

The agreement for Orthopedic Surgeon coverage with Dr. Jay Thomas Strittholt was reviewed with the board.

A motion was made by Mark Kessler and seconded by Michelle Sprague to formally approve all approval items. Motion carried.

IX. CEO REPORT

Suzanne Cooner, CEO, provided the following report:

- Dr. Cooper and his wife Rebekah have arrived in town and are moving into their new house. His first day will be August 10, 2020.
- We have interviewed a new orthopedic surgeon, Dr. Jay Thomas Strittholt. Dr. Strittholt does the full range of orthopedic procedures including knees, hips, and shoulders. We have started the credentialing process and anticipate a September start date.
- We will begin telemedicine with Sanford Health for the specialties of Pulmonology and Vascular services starting in late August.
- Susan Stetzel retired on July 16th after 38 years of service to ACMH. Teresa Eddy, Business Office will be retiring in August. Tina Gehling, Respiratory Therapist, has resigned effective August 25th and will be working at Cass County Hospital.
- We have hired a few new physicians: Dr. Humad (ED/Hospitalist), Dr. Woodward (ED/Hospitalist), Dr. Butts (ED/Hospitalist); Dr. Ross Bacon – Sanford Health – Pulmonology and Dr. Patrick Kelly – Sanford Health - Vascular
- Dr. Burkett's last day is July 31, 2020.
- New staff hired this month include Haillie Bruch, Administrative Assistant; Meagan Baysinger, RN, Med/Surg; Abby Elmquist, RN, Med/Surg; Janie Flinn – Environmental Services; and Jackie Renshaw – Nutrition Services.
- Our Pharmacy had its regularly scheduled inspection by the Iowa Board of Pharmacy this past week and passed with no deficiencies.

- We are continuing to work on planning, preparedness, and response to COVID-19. We are working with the schools to assist them with their efforts for returning to school.
- Starting in August, Dr. Maire will only be going to St. Anthony Regional Hospital one day a week which will be Thursday.

X. BOARD COMMENTS

There were no further board comments.

XI. ADJOURNMENT:

The meeting adjourned at 12:55 p.m. with a motion by Michelle Sprague and seconded by Denise Kilworth. Motion carried.

Brett Irlmeier, Board of Trustees Chairman

Marlene Ballou, Board of Trustees Secretary