

# Audubon County Memorial Hospital Board of Trustees

## Meeting Minutes

June 24, 2021 at 12 Noon

Board Room

### ATTENDANCE

**Board Members Present:** Brett Irlmeier, Vicky Robinson, Marlene Ballou, Michelle Sprague, Rev. Philip Beisswenger  
**Board Members Absent:** Anne Miller, Mark Kessler  
**Staff Present:** Suzanne Cooner, Kolton Hewlett, Melinda Alt, Paul Topliff, Dr. Michelle Rebelsky  
**Others Present:**

### I. CALL TO ORDER

Board Chair, Brett Irlmeier, called the meeting to order at 12:00 p.m.

### 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 Marlene Ballou and seconded by Brett Irlmeier to approve the Meeting Minutes of May 27, 2021. Motion carried.

### VII. FINANCIAL REPORT

Melinda Alt, CFO, reviewed the financial reports and budget scorecard. The financial report for the month of May Operating Statement "excess of revenue over expenses" for the month was \$18,858.57. YTD is a positive \$484,217.29 compared to budget of \$92,503.71.

CD #23578 for \$621,170.10 matured at Landmands Bank on 05/29/2021. Rates at Landmands Bank 0.15%, Exchange State Bank 0.05% and Audubon State Bank passed on bidding. The CD was reinvested at the highest rate of 0.15% at Landmands Bank for another 12 months. Melinda also provided information on CARES Act Provider Relief Funding (PRF) spending and reporting.

Michelle Sprague made a motion, second by Vicky Robinson to approve the financials. Motion carried.

### VIII. MEDICAL STAFF REPORT AND CREDENTIALING

Dr. Michelle Rebelsky gave the medical staff report and credentialing recommendations. The following appointments, reappointments, and resignations from the medical staff were reviewed:

Initial appointment to Consulting Medical Staff:

1. Alexander Stone, MD (Diagnostic Imaging Associates)

Initial Appointment to Courtesy Medical Staff:

1. Michael Burns, MD (Weatherby Healthcare)

Initial Appointment to Allied Health Staff:

1. Heidi Bradley, ARNP (Integrated Telehealth Partners)
2. Kenneth Tierney, ARNP (Wapiti Medical Staffing)

Reappointment to Consulting Medical Staff:

1. Ryan Cook, MD (Diagnostic Imaging Associates)
2. Roman Mirsky, MD (Diagnostic Imaging Associates)
3. Kyle Ulveling, MD (Iowa Heart Center)

Board members reviewed the application, 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 applicant meets the requirements for Medical Staff Reappointments, Resignations, and Leave of Absence.

Vicky Robinson made the motion and seconded by Marlene Ballou to approve the above credentialing. Motion carried. Motion carried.

Dr. Rebelsky reported that she has worked with the medical staff to update privilege sheets for the Advanced Practice Providers. Dr. Rebelsky reported that they have purchased a trauma mannequin to be used for training and competency assessment. She also provided an update on current provider staffing and recruiting.

#### **IX. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT**

Kolton Hewlett, Senior Director of Administration/Compliance Officer provided the compliance, quality, patient safety and risk management reports. The following annual written reports were presented.

- Annual Integrity and Compliance Report
- Annual Quality (QAPI) Report
- Annual Safety/Risk Management Report
- Annual Utilization Review Report
- Annual Infection Prevention Report
- Annual Peer Review and Credentialing Report

#### **X. REVIEW AND APPROVALS**

Melinda Alt presented the FY 2022 Operating and Capital Budget with the Board of Trustees. After review and discussion, Vicky Robinson made a motion and seconded by Michelle Sprague to approve the FY 2021 Operating and Capital Budget as presented.

Kolton Hewlett presented the FY 2022 Quality Assurance and Performance Improvement (QAPI) Plan and the FY 2021 Integrity and Compliance Program Work Plan with the Board of Trustees. The Board of Trustees assessed the performance and credentials of the Compliance Officer and re-appointed Kolton Hewlett as the Compliance Officer for Audubon County Memorial Hospital and Clinics as outlined in the compliance plan. After review and discussion, Marlene Ballou made a motion, seconded by Vicky Robinson to approve both the FY 2022 Quality Assurance and Performance Improvement (QAPI) Plan and the FY 2021 Integrity and Compliance Program Work Plan. Motion carried.

Kolton Hewlett presented the Multiview and UKG Agreements to the Board of Trustees. This is part of the E.H.R. migration and will facilitate accounting, general ledger, budgeting, HR, and inventory processes. After review and discussion, Marlene Ballou made a motion, seconded by Vicky Robinson to approve both the Multiview and UKG Agreements as presented. Motion carried.

Suzanne Cooner reviewed the Professional Advisory Committee (PAC) committee meeting minutes and Annual Contract Review document. The Professional Advisory Committee met on Tuesday, June 15, 2021, to review and approve all organizational policies. Suzanne reported that she completed a review of all current organizational contracts. Any non-active contracts were terminated. Suzanne Cooner, CEO reported that the patient care contracts have all been approved by the Medical Staff. After reviewing the PAC meeting minutes and changes to organizational policies, and the annual contract review document, Michelle Sprague, made a motion, seconded by Rev. Phillip Beisswenger to approve as presented. Motion carried.

Paul Topliff presented the Neptune 3 Rover and Docking Station information, Vital Monitors/Mindray information, and LRS Healthcare Agreement to the Board of Trustees. After review and discussion, Brett Irlmeier made a motion, seconded by Marlene Ballou to approve the purchase of the Neptune Rover and Documentation, Vital Monitors, and LRS Healthcare Agreement as presented. Motion carried.

Dr. Michelle Rebelsky reviewed the Dr. Patrick Luft, MD, ED/Hospitalist Agreement with the Board of Trustees. After discussion, Vicky Robinson made a motion, seconded by Rev. Phillip Beisswenger to approve entering into an agreement with Dr. Patrick Luft, MD, for ED/Hospitalist services. Motion carried.

## **XII. CEO Report**

Suzanne Cooner, CEO provided the following report:

- ACMH is proposing to partner with Guthrie County Public Health to assume responsibilities for Audubon County Public Health after the resignation of the current administrator. ACMH would not provide administrative oversight of the agency but rather provide services the hospital is already doing for public health as a subcontractor. A meeting will be held with the Audubon County Board of Health on June 25, 2021 to decide whether to accept the proposal.  
Action: A motion was made by Brett Irlmeier and seconded by Vicky Robinson to accept the proposal as presented. The board would still need to approve the subcontract if that is approved by the Board of Health. Motion carried.
- Kelli Borkowski, ARNP will be starting in the ED-Hospitalist position in July.  
Ashley Lytte, LPN will be starting as a prn nurse on Med/Surg in July. She is currently in RN nursing school.
- Update was provided on the Audubon County Foundation Board and its function related to purchasing equipment for the hospital. The Foundation Board has approved the Microdebrider which was requested last year.

## **XIII. ADJOURNMENT:**

The meeting adjourned at 1:45 p.m. with a motion by Brett Irlmeier and seconded by Marlene Ballou. Motion carried.

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Brett Irlmeier, Board Chair

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Marlene Ballou, Board Secretary/Treasurer