

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

July 22, 2021 at 12 Noon

Board Room

ATTENDANCE

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

I. CALL TO ORDER

Board Chair, Brett Irlmeier, called the meeting to order at 12:02 p.m.

II. AGENDA APPROVAL

Mark Kessler made a motion, seconded by Marlene Ballou 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 Mark Kessler and seconded by Michelle Sprague to approve the Meeting Minutes of June 24, 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 \$25,280.14. YTD is a positive \$509,497.43 compared to budget of \$100,894.69.

CD #23467 matured at Landmands Bank on 06/28/2021. 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 Alt stated the Audits will begin August 2, 2021. We will begin the audit process virtually, and if needed the auditors will come onsite.

Michelle Sprague made a motion, second by Mark Kessler 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. Garrett Risley, MD – 3rd year Residency at MercyOne

Initial Appointment to Allied Health Staff:

1. Kelli Borkowski, ARNP (ACMH)
2. Susan Latcham, ARNP (ITP)

Reappointment to Consulting Medical Staff:

1. Stephanie Vampola, DO (ACMH)
2. Mark C. Johnson, MD (Diagnostic Imaging Associates)
3. Janice Hesler, ARNP (ITP)

Resignation form Courtesy Medical Staff:

1. Nathan Woodward, DO

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 Initial Appointment, Reappointments, and Resignations.

Mark Kessler made the motion and seconded by Vicky Robinson to approve the above credentialing. Motion carried.

Dr. Rebelsky discussed the use of Avera's eHospitalist program to the board. This would give us access via telemedicine to a board certified internist 24/7. The contract will be presented to the board in the August meeting after the medical staff has the opportunity to review the service to decide if it will meet our needs.

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 Quality Committee met on Tuesday, July 20 and received reports from nutrition services, pharmacy, and care coordination.
- The Pharmacy department passed their inspection from the Iowa Board of Pharmacy with no deficiencies.
- Eide Bailly completed an onsite revenue cycle compliance assessment and provided their written report this month. There were no compliance issues identified within the revenue cycle. Several best practices related to revenue cycle were provided and the revenue cycle team is reviewing and implementing some of the suggestions.
- The panic buttons are currently not working as there is an issue with the line through Windstream that cannot be fixed. We have purchased four additional panic buttons that will be monitored 24/7 by our security company so we will be immediately notified if they are not working.
- Reviewed summary of risk management activities and patient safety topics.

X. REVIEW AND APPROVALS

The following were presented to the board for approval.

- PAC Policy
 - Blood Transfusion and Administration – Updated

Action: Mark Kessler made a motion seconded by Vicky Robinson to approve the PAC Policy as presented. Motion Carried.

Epic EMR System Project – Kolton Hewlett presented the final agreement for the Epic Electronic Health Record (E.H.R.) System to the Board of Trustees through the University of Iowa Health Care (UIHC) Community Connect Program. The cost remained the same as the initial quote that was approved in May 2021, at \$1,698,445 for implementation and \$398,482.56 for annual maintenance and subscription. Kolton reported that our current E.H.R. System will be sunseting in 2022 and current clients have the option to migrate to one of their other platforms or to another E.H.R. The UIHC team has been onsite and has had several conversations with various departments to finalize our agreement and the implementation plan. We currently have a go live date set for May 6, 2022.

Action: Brett Irlmeier made a motion seconded by Mark Kessler to approve the agreement with University of Iowa Health Care for the Epic Community Connect program as presented per recommendation of the CEO and the medical staff. Motion carried.

Suzanne presented the emergency generator cost of \$17,058.00, for the Exira Medical Clinic, to the Board of Trustees. The Exira Medical Clinic currently does not have a generator in case of emergencies, which is crucial as vaccines are stored there. This expense will be paid through federal COVID grant funding.

Action: Mark Kessler made a motion seconded by Vicky Robinson to approve the purchase of the emergency generator for the Exira Medical Clinic, at a total cost of \$17,058.00. Motion Carried.

Dr. Rebelsky presented the Medical Staff Rules and Regulations additions of Chief Medical Officer Section 2.1 and new language to Sections 2.8, 3.1 and 3.2. (attached)

Action: Michelle Sprague made a motion seconded by Marlene Ballou to approve the changes to the Medical Staff Rules and Regulations. Motion Carried.

XII. CEO Report

Suzanne Cooner, CEO provided the following report:

- Two new employed Nurse Practitioners for the Emergency Department/Hospitalist positions:
 - Kelli Borkowski, ARNP
 - Alindsey Kramer, ARNP
- Two new physicians for the Emergency Department/Hospitalist:
 - Dr. Craig Simons
 - Dr. Garrett Risley

We continue to search for a full time Internal Medicine physician for the clinics and hospital.

The Audubon County Board of Health and Board of Supervisors have selected Guthrie County Public Health to administer the Public Health program for the county in partnership with the hospital. Guthrie County Health Services will serve as the primary administration of the service. They will eventually be located at the hospital to improve ADA access to the public and to be able to work closely with the clinical team at the hospital. The hospital will continue to provide the immunizations, vaccines, emergency preparedness, and community health needs for the county.

Emergency Department is nearing completion. There was a delay of a few weeks due to materials being delayed setting the completion date back to August. We will tour the board in the August meeting.

The retaining wall has been completed. We were able to use the existing bricks which saved a significant amount of money.

We will start the roof replacement shortly after the ER project is finished. We will be meeting with an architect to start the refurbishing project in the storage room. We will make that into vaccine space, conference space, and an office for Public Health. We will be using the conference space for community services such as community education and staff training.

Methodist Jennie Ed is giving us a very large shipment of masks. We have also received large shipments of PPE from the federal government which we will place in a rolling inventory, so it doesn't expire before using it. We will share some of these supplies with our local healthcare partners if needed.

XIII. ADJOURNMENT:

The meeting adjourned at 1:07 p.m. with a motion by Michelle Sprague seconded by Marlene Ballou. Motion carried.

Brett Irlmeier, Board Chair

Marlene Ballou, Board Secretary/Treasurer