

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

April 27, 2023 at 12 Noon

Board Room

ATTENDANCE	
Board Members Present:	Michelle Sprague, Marlene Ballou, Philip Beisswenger, Vicky Robinson, Anne Miller
Board Members Absent:	Brett Irlmeier, Mark Kessler
Staff Present:	Suzanne Cooner, Paul Topliff, Melinda Alt, Haillie Bruch
I. CALL TO ORDER	
Michelle Sprague, Board Chair, called the meeting to order at 12:02 p.m.	
II. AGENDA APPROVAL	
Vicky Robinson made a motion, seconded by Marlene Ballou to approve the agenda in accordance with the Code of Iowa Open Meetings Law. Motion carried.	
III. PUBLIC COMMENTS	
No public comments.	
IV. CONSENT AGENDA	
Vicky Robinson made a motion, seconded by Philip Beisswenger to approve the March 23, 2023 meeting minutes. Motion carried.	
Marlene Ballou made a motion, seconded by Philip Beisswenger to approve the Executive Closed Session meeting minutes from March 23, 2023. Motion carried.	
VI. FINANCIAL REPORT	
Melinda Alt, CFO reviewed the financial reports and budget scorecard. The financial report for the month of March 2023 Operating Statement "excess of revenue over expenses" for the month was a positive \$14,656.00. YTD is a positive \$243,678.00 compared to the budget of \$46,328.00.	
Vicky Robinson made a motion seconded by Philip Beisswenger to approve the financials. Motion carried.	
The Board of Trustees reviewed the options from the Request For Proposals submitted for wealth management financial services. The Board of Trustees agreed that if they were to move forward with pursuing options involving wealth management financial services, they would engage the services of Jenny Johnson, from Ameriprise, LLC, in Atlantic, Iowa. Suzanne will contact the businesses that submitted proposals to inform them of the final decision. Jenny Johnson will be asked to come to the July meeting of the board to discuss current options for wealth management.	
Vicky Robinson made a motion, seconded by Marlene Ballou to engage the services of Jenny Johnson, with Ameriprise, LLC, in Atlantic, Iowa, if the board decides to move forward with investments in wealth management financial services. Motion carried.	

VII. MEDICAL STAFF REPORT AND CREDENTIALING

Suzanne Cooner, CEO, gave the medical staff report and credentialing recommendations. The following initial appointment and resignation from the medical staff were reviewed:

Initial Appointment to Consulting Medical Staff:

1. Ann-Marie Busick, D.O. (Curative)

Resignation:

1. Amber Shupe, ARNP (Flowstate Health)

Based on this review, it is the Board's opinion that the above applicant meets the requirements for Medical Staff initial appointment and resignation of clinical privileges.

Anne Miller made a motion, seconded by Marlene Ballou to approve the above credentialing. Motion carried.

Suzanne Cooner, CEO, informed the Board of Trustees that beginning June 1, 2023, the DEA (Drug Enforcement Administration) is requiring all providers who hold a DEA license to complete a one-time training in order to renew their Federal DEA license. The Iowa Radiology providers do not prescribe narcotics. If physicians do not want to complete training to renew their federal DEA, the Iowa Board of Medicine offers a waiver. The Medical Staff have approved the request of the Iowa Radiologists credentialed at ACMH do not require the active DEA license to be credentialed at ACMH.

Vicky Robinson made a motion, seconded by Marlene Ballou to approve the request by Iowa Radiology to not require DEA licenses for Radiologist credentialing. Motion carried.

Paul Topliff presented the Summary of Operations Report (see attached).

VIII. COMPLIANCE/QUALITY/RISK MANAGEMENT REPORT

Paul Topliff gave the Risk Management Report.

Paul Topliff gave the Quality Report (see attached).

IX. APPROVALS

Paul Topliff presented the following PAC Policies for approval:

- Point of Care Blood Glucose Monitoring – updated
- VapoTherm (Non-Invasive High flow respiratory support system) – updated
- Ultraviolet C (UV-C) Sterilization UV Robots) – updated
- Environmental Services Cleaning and Disinfection – updated

Marlene Ballou made a motion, seconded by Vicky Robinson to approve the PAC Policies for approval. Motion carried.

Paul Topliff presented agreements Access Systems, Inc, and PharmServ - Pharmacy Support agreement. He also presented the request to purchase a new pickup truck with new snow plow and sander attachments for approval.

Anne Miller made a motion, seconded by Philip Beisswenger to approve the Access Systems, Inc, agreement, the PharmServ – Pharmacy Support agreement and the purchase of a new pickup truck with snow plow and sander attachments for approval. Motion carried.

X. CEO REPORT

CEO Board Report – April 27, 2023

1. New Employees – Rachel Kenyon, Medical Coder – PRN
2. Employee Resignations – Nathan Moser, IT Director (4-25-23); Tammy Douglas-Hill, Respiratory Therapist (06-11-2023).
3. The Laboratory Department had a successful CLIA recertification survey this month.
4. Sydnee Young, Radiology Tech, successfully passed her CT board exams.

XII. BOARD COMMENTS:

Melanie Larsen, Compliance Officer, presented one compliance issue that occurred in April. Suzanne Cooner, CEO, and the Board of Trustees discussed provider staffing, cyber security, plan for IT management, and challenges with staffing primarily in clinical department.

XIII. ADJOURNMENT

The meeting adjourned at 1:45 p.m. with a motion by Phillip Beisswenger and seconded by Anne Miller. Motion carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer