

Audubon County Memorial Hospital Board of Trustees

Meeting Minutes

July 27, 2023 at 12 Noon

Board Room

ATTENDANCE	
Board Members Present:	Michelle Sprague, Brett Irlmeier, Marlene Ballou, Vicky Robinson
Board Members Absent:	Mark Kessler, Philip Beisswenger, Anne Miller
Staff Present:	Suzanne Cooner, Paul Topliff, Al Comito, Haillie Bruch
I. CALL TO ORDER	
Michelle Sprague, Board Chair, called the meeting to order at 11:59 a.m.	
II. AGENDA APPROVAL	
Brett Irlmeier 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	
Marlene Ballou made a motion, seconded by Brett Irlmeier to approve the June 22, 2023 meeting minutes. Motion carried.	
VI. FINANCIAL REPORT	
Suzanne Cooner, CEO reviewed the financial reports and budget scorecard. The financial report for the month of June 2023 Operating Statement "excess of revenue over expenses" was a positive \$366,871.00. YTD is a positive \$669,410.00 compared to the budget of \$5,148.00.	
Brett Irlmeier made a motion seconded by Marlene Ballou to approve the financials. Motion Carried.	
VII. MEDICAL STAFF REPORT AND CREDENTIALING	
Suzanne Cooner gave the medical staff report and credentialing recommendations. The following initial appointments and reappointments to the medical staff were reviewed: Initial Appointments to Consulting Medical Staff: <ol style="list-style-type: none">1. Joseph Ayoub, MD2. Robert Armbruster, MD Initial Appointment to Allied Health Staff: <ol style="list-style-type: none">3. Brittany Bremser, ARNP Reappointments to Active Medical Staff: <ol style="list-style-type: none">1. Stephanie Vampola, DO (ACMH) Reappointment to Courtesy Medical Staff: <ol style="list-style-type: none">1. Avel eHospitalists (see attached) Reappointments to Allied Health Staff: <ol style="list-style-type: none">1. Kelli Borkowski, ARNP Based on this review, it is the Board's opinion that the above applicant meets the requirements for Medical Staff initial appointments and reappointments of clinical privileges.	

Brett Irlmeier made a motion, seconded by Marlene Ballou to approve the above 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 and Quality Report.
Suzanne Cooner gave a Compliance update.

IX. APPROVALS

Paul Topliff presented the PAC policies for approval (see list below).
After review of the PAC policies, Brett Irlmeier made a motion, seconded by Marlene Ballou to approve the PAC policies as presented. Motion carried.

Paul presented the Heartland Group Ultrasound Agreement for approval.
Brett Irlmeier made a motion, seconded by Vicky Robinson to approve the Heartland Ultrasound Agreement. Motion Carried.

Paul Topliff presented the Relief Pharmacist Agreement for approval.
Marlene Ballou made a motion, seconded by Brett Irlmeier to approve the Relief Pharmacist Agreement. Motion Carried.

X. CEO REPORT

New Employees

1. New Employees –
 - Mackenzie Karsten, full time Financial Counselor, started July 10, 2023
 - Tammy Allen, full time Insurance Authorization Specialist, started July 10, 2023
 - Emma Corbin, part-time Physical Therapy Assistant, started July 10, 2023
 - Kimberly Larson, PRN RN-Med-Surg/ED, started July 10, 2023
 - Marie Nelson, RN, will be returning to ACMH to work full time in OPC/Surgery on August 14, 2023.
 - Angela Albertsen, RN-OPC/Surgery, will begin full time employment in August.
 - Brittany King, RN – OPC/Surgery, began full time employment on July 17th.
 - Brittany Bremser, ARNP ED/Hospitalist will begin full time employment on August 1st.
2. Current traveler staff with Fusion include Alden Totman, Surgical Tech, who will be at ACMH until October 21, 2023. Delaney Bowers, Radiology Technician will be here to cover weekends until the end of September, and Alicia Schneckloth, Lab Technician will be here to cover weekends until the end of September.
3. The concrete work is being completed this week in the main parking lot.
4. The Revenue Cycle department including the supervisor, biller, coders, and preauthorization specialist have been moved upstairs to the old HIM area.
5. Al Comito, our new CIO, gave an update on the current state of the IT department.
6. The hospital has made plans for a potential UPS Strike.
7. The hospital will be interviewed by the White House as a success story for use of the USDA Rural Emergency Health grant.
8. ACMH staff participated in the Exira 4th of July parade this year.

XII. BOARD COMMENTS:

Brett Irlmeier asked about the remodel for the Rehab Services Department. Paul Topliff gave an update on the remodel and the plan moving forward.

XIII. ADJOURNMENT

The meeting adjourned at 1:26 p.m. with a motion by Marlene Ballou and seconded by Brett Irmeier.
Motion carried.

Michelle Sprague, Board Chair

Marlene Ballou, Board Secretary/Treasurer

PAC Policies:

- Holiday decorations- new
- Infant/Child Abduction – new
- Helicopter Safety – new
- Safety Management – updated
- Leadership Structure – updated
- Authority in the Absence of the CEO – updated
- Scope of Services – updated
- Administrator on Duty – updated
- Authority of the Governing Body – updated
- Emergency Management and Continuity Plan – updated
- Chain of Command – updated
- Coordination Emergency Response Plan – updated
- On-Call Physicians – updated
- On-Call Surgery – updated
- AMA/Elopement – updated
- Restraints and Seclusions – updated