

**Audubon County Memorial Hospital Board of Trustees**  
**Meeting Minutes**  
October 24, 2024, at 12 Noon  
Board Room

<b>ATTENDNACE</b>	
<b>Board Members Present:</b>	Michelle Sprague, Marlene Ballou, Brady Griffin, Brett Irlmeier, Vicky Robinson, Mark Kessler
<b>Absent:</b>	Anne Miller
<b>Staff Present:</b>	Suzanne Cooner, Melanie Larsen, Al Comito, Melinda Alt, Haillie Bruch
<b>I. CALL TO ORDER</b>	
Michelle Sprague, Board Chair, called the meeting to order at 12:00 p.m.	
<b>II. AGENDA APPROVAL</b>	
Vicky Robinson made a motion, seconded by Brady Griffin, to approve the agenda, in accordance with the Code of Iowa Open Meetings Law. Motion carried.	
<b>III. PUBLIC COMMENTS</b>	
No public comments.	
<b>IV. CONSENT AGENDA</b>	
Mark Kessler made a motion, seconded by Marlene Ballou to approve the September 26, 2024, meeting minutes. Motion carried.	
<b>V. ANNUAL FINANCIAL AUDIT REPORT</b>	
Jeremy Behrens, CPA, from Eide Bailly presented the Audubon County Memorial Hospital and Clinics Annual Financial Audit report for FY 2023-2024.	
<b>VI. FINANCIAL REPORT</b>	
<p>Melinda Alt, CFO, reviewed the financial reports, budget scorecard, balance sheet, monthly cash summary, and accounts receivables. The financial report for the month of September 2024 Operating Statement was a positive \$3,106.00 and YTD is a positive \$161,633.00. Mark Kessler made a motion, seconded by Brett Irlmeier, to approve the financials. Motion Carried.</p> <p>Melinda Alt presented the recommendations of investment options from Jenny Johnson through Ameriprise Financial.</p> <p>Vicky Robinson made a motion, seconded by Mark Kessler to place \$1,000,000.00 into investment options for mid-term ranges, coordinated through Jenny Johnson with Ameriprise Financial. Motion carried.</p> <p>CD #39158 for \$729,225.28 came up for renewal at Audubon State Bank. Renewal rates at Audubon State Bank 4.4%, Landmands Bank 4.2%, and Exchange State Bank 4.0%. The CD was reinvested at the highest rate of 4.4% at Audubon State Bank for one year.</p>	

CD #39157 for \$341,139.12 came up for renewal at Audubon State Bank. Renewal rates at Audubon State Bank 4.4%, Landmands Bank 4.2%, and Exchange State Bank 4.0%. The CD was reinvested at the highest rate of 4.4% at Audubon State Bank for one year.

## **VII. MEDICAL STAFF / CREDENTIALING / REPORT**

Suzanne Cooner gave the Medical Staff report and credentialing recommendations. The following requests for privileges for the medical staff were reviewed:

Initial Appointment to Consulting Medical Staff:

1. Elizabeth Matthews, MD (Avel eHospitalists)
2. Jeffrey Malik, MD (Pathology)

Initial Appointment to Allied Health Staff:

3. LeAnn Hindman, ARNP (AFHC locums' coverage)

Reappointment to Consulting Medical Staff:

1. Shibu Skaria, MD (VeeOne – Pulmonology)
2. Iowa Heart Center Cardiologists (See list attached).

Reappointment to Allied Health Staff:

1. Erica Kitt, CRNA (Heartland Anesthesia)

Action: Based on this review, it is the Board's opinion that the above applicants meet the requirements for Initial Appointment to Consulting and Allied Health and Reappointment to Consulting and Allied Health Staff privileges based on the supporting documentation, and documented appropriate education, training, experience, and current competency, from information received during the privilege process.

Brett Irlmeier made a motion, seconded by Brady Griffin, to approve the above credentialing recommendations. Motion carried.

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

Melanie Larsen reported on the September Quality meeting.  
Melanie Larsen reported on MIPS and Promoting Interoperability data.  
Melanie Larsen gave the Risk Management Report.  
Melanie Larsen gave the Compliance Report.

Melanie Larsen presented the Summary of Operations Report (see attached).

## **IV. APPROVALS**

Melanie Larsen presented the PAC policies for approval.

- Photography and Videotaping of Patients – Updated
- Radiology – CT Oral Contrast with Ready to Drink Omnipaque – New
- Nutrition – Meal Service, Diet Manual – Updated

Action: Mark Kessler made a motion, seconded by Marlene Ballou, to approve the PAC policies as presented. Motion carried.

Suzanne Cooner presented the LED lighting project at the cost of \$73,340.87 after rebate from MidAmerican Energy through Yellow Blue LED for approval.

Brett Irlmeier made a motion, seconded by Brady Griffin to approve the contract for the lighting project with Yellow Blue LED for \$73,340.87. Motion carried.

**X. CEO REPORT**

CEO Board Report:

1. It is with deep sorrow that we share the passing of Dr. Michelle Rebelsky on October 7, 2024 in Grinnell, Iowa.
2. New Employees: Pam Steckler, FT, Executive Assistant to the CEO in Administration; Kimberly Wilson, Part-time Surgical Technician in OPC/Surgery; and Kate Mass, FT, Registered Nurse in Med/Surg/ED.
3. Employee Resignations: Loreen Benton, RN Nights on Med/Surg and Amy Gilbert, FT CNA/Ward Clerk Nights on Med/Surg.
4. ACMH staff participated in the annual Career Day at the Agri Hall on October 4<sup>th</sup>.
5. Welcome to Medicare Seminar will be held on October 24<sup>th</sup> by Anna Kaufman, SHIP Counselor.
6. ACMH staff will host Trunk or Treat for the children and grandchildren of ACMH staff on October 27, 2024.

**XI. Executive Annual Bonus**

Suzanne Cooner requested to remain in open session for the executive annual bonus discussion. Suzanne presented the accomplishments of the established bonus criteria for 2023-2024 in which all goals were met.

Suzanne Cooner presented the 2024-2025 Executive Bonus Goals.

Vicky Robinson made a motion, seconded by Brady Griffin to approve the 2023-2024 Executive Bonus 20% to be split in two separate checks over two pay periods, and the 2024-2025 Executive Bonus Goals. Motion Carried.

**XII. BOARD COMMENTS:**

The Board of Trustees discussed moving the November Board meeting to Thursday, November 14, 2024, due to the possibility of a lack of quorum. Board members agreed to the date change.

**XIII. ADJOURNMENT**

The meeting was adjourned at 2:15 p.m. with a motion Marlene Ballou and seconded by Vicky Robinson. Motion carried.

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Michelle Sprague, Board Chair

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Marlene Ballou, Board Secretary/Treasurer