

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES
MEETING MINUTES
August 05, 2020 – 5:30pm

PRESENT: Linda Chastain, Denise Elefson, Sheri Frost, Guy Clark, Larry Griffin, and Travis Miller

ABSENT: Teri Foster

OTHERS PRESENT: Mike Johnston (CEO), Tara Spidle (CFO), Arlene Ranes (CNO), Shannon Erb (Director of Marketing and Business Development), Dr. Ed Wehling (Chief of the Medical Staff), and Dr. Erika Brown (CMO).

I. CALL TO ORDER
Linda Chastain called the meeting to order at 5:30 p.m.
II. AGENDA APPROVAL
Guy Clark moved to approve the meeting agenda as published. Denise Elefson seconded the motion. Motion carried.
III. PUBLIC COMMENT
Denise Elefson brought to the Board's attention a new dual-enrollment opportunity for high school students in Lamoni. Beginning August 26, 2020, students can take a basic Emergency Medical Technician (EMT) class while concurrently earning school credits. Linda Chastain discussed the notion of holding virtual "Dine with DCH" educational events. Instead of bringing the public on-site, a selected speaker would hold a live, interactive event on-line which community members could join from home.
IV. CONSENT AGENDA
Denise Elefson made a motion to approve the following Consent Agenda items with a second by Larry Griffin: (1) Regular Meeting Minutes June 2020 (2) June 2020 Accounts Payable \$947,238.64 (3) June 2020 Payroll \$418,958.00 (4) Accounts Receivable Write-Offs June 2020 \$25,617.00. Motion carried.
V. MEDICAL STAFF REPORT
Dr. Wehling presented the Medical Staff report. He reviewed the salient points from the regular meeting of the DCH Medical Staff held on July 21, 2020 for the Board members. The Medical Staff re-appointment and the provider transitions form "provisional" to "full status" as described on the Board agenda were presented. Dr. Wehling noted that each of these had been approved by the Medical Staff at the July 21, 2020 meeting. Sheri Frost made a motion to approve each of these items as presented with a second from Denise Elefson. Motion carried.
VII. MERCYONE REPORT
No MercyOne Representative was present at the meeting.
VIII. CEO UPDATE

Mike Johnston presented the CEO Update as follows:

The Board of Trustees was provided with an overview of performance metrics related to strategic goals and priorities set at the beginning of Fiscal Year (FY) 2020.

Other Updates:

- The hospital took delivery of a new ambulance on July 29, 2020. The chassis is a 2019 Ford F-450 4x4 with just over 7,000 miles and was purchased for \$212,919.00. This was just over \$37,000 under the budget amount of \$250,000.
- Three (3) temperature screening kiosks were installed at DCH on July 31, 2020. Two (2) were placed at the main registration desk with the third at the employee entrance.
- The community transportation van provided its 1000th ride on July 23, 2020. As of August 04, 2020, the van has provided 1,055 rides to 109 passengers from eight (8) different cities and townships in Decatur County. Total mileage traveled is more than 15,600 miles in the twenty-eight and one-half (28.5) weeks the program has been in operation.
- Construction on the new provider house is essentially complete and it has been placed into service.
- The next regular meeting of the Board of Trustees will be on Wednesday, August 26, 2020 at 5:30 p.m.
- Shannon Erb, Director of Marketing and Business Development for the hospital was formally introduced to the Board. She provided a brief overview of her new role at DCH and some projects on which she is currently working.

VIII. FINANCIAL REPORT

Tara Spidle presented the financial report for June of 2020:

Total gross revenue was \$2.58 million in June. Operating loss of \$830,021.00 although this was predominantly the result of a reclassification of certain revenues from "operating" to "non-operating" revenue and did not represent an actual loss. Net gain in June of \$300,350.00.

Larry Griffin made a motion to approve the financial report for June 2020 with a second from Guy Clark. Motion carried.

X. CLINICAL SERVICES AND QUALITY REPORT

Arlene Raney presented the report on Clinical Services and Quality Improvement Initiatives.

The Board of Trustees was provided with a comprehensive quality report as part of their electronically-distributed packet prior to the meeting. Due to its length and in the interest of time, the Board members were asked to review the information ahead of time and present any questions they might have during the regular session. A brief discussion was held concerning this report.

Med-Surg Unit:

- Desiree Dominguez has stepped down from her position as the Med-Surg/ Emergency Department (ED) Manager. She indicated that she would like to spend more time with her family and still be able to follow her passion for bedside nursing. Desiree will be remaining on staff as a nurse in the ED.
- One (1) Med Surg/ED day shift nurse off for twelve (12) weeks on maternity leave.
- Interdisciplinary patient rounds will transition from their current location in the Med-Surg staff breakroom to the patient bedside. This new process greatly increases the individual patient involvement in their health care decisions while also improving the quality of communication between clinicians and patients.
- COVID-19 testing is being conducted on all patients admitted to Med-Surg where respiratory-related symptoms are present. To date, all results have been negative.
- Total Swing Bed-patient admissions since January 2020 = 21

Emergency Department:

- The Emergency Department (ED) Committee continues to meet on a monthly basis under Dr. Brown's leadership. The recently initiated gap analysis is now complete and the results will be discussed with the ED Committee to identify areas for improvement.
- ED performance metrics currently under evaluation include Emergency Department throughput times, Laboratory turnaround times, and Radiology response times.
- The use of "Provider Scorecards" has resumed on a regular basis with results sent directly to the applicable provider. Quality metrics include:
 - STEMI transfer times
 - Time from chest Pain to EKG
 - Stroke: Arrival time to needle and "last-known well" documentation
 - Sepsis: Three (3)-hour bundle – antibiotics, lactate trending, and fluids.

Surgery:

- Dr. Gallagher has added "prostate biopsy" to his procedure list and will do his first (1st) procedure here at DCH on September 02, 2020.
- Dr. Stritholt has recently completed multiple arthroscopies, surgically corrected two (2) fractured hips from Emergency Department (ED) patients, and has performed several carpal tunnel surgeries. He is great to work with and patients have commented that they enjoy his relaxed bedside manner.
- Our elective surgeries continue to increase. PPE usage and current inventory levels are reviewed prior to each case.
- We are in the process of organizing supplies, refining processes, preference cards, and workflows for Dr. Foster, our new spine surgeon. We now have a surgical microscope in-house for his use.
- Melissa Graham successfully passed her board exam for Certified Instrument Specialist (CIS). The CIS exam is used to test knowledge of (among other related items) surgical instrument cleaning, the decontamination process, instrument identification, preparation and packing, and sterilization procedures.

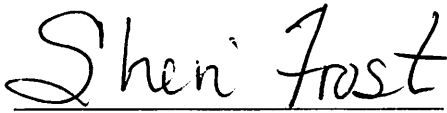
XI. HR UPDATES

- Auxiliary hosted their annual Golf Tournament on Saturday, August 1, 2020 at the Leon Golf and Country Club. This event raised approximately \$8500!

- Welcome to Micah Kohlwey, Physical Therapist! Micah joined DCH on July 20, 2020. His wife Taylor is an Occupational Therapist and will be joining DCH the middle of August.
- Welcome to Alayna Link, Senior Life Office & Patient Coordinator! Alayna joined DCH June 29, 2020.
- Tiffani Evans will be joining the Business Office as a Financial Counselor on Monday, August 10.
- DCH has partnered with Graceland University on a grant that provides meals to approximately 120 families in the community. Auxiliary and DCH Dietary helped to assemble the food packages and Graceland is distributing.

XII. ADJOURNMENT

The meeting adjourned at 6:40 p.m.

A handwritten signature in cursive script that reads "Sheri Frost". The signature is written in black ink and is positioned above the printed name.

Sheri Frost, Secretary