

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES
MEETING MINUTES
FEBRUARY 24, 2015
5:30 P.M.

PRESENT: Guy Clark, Leon Kessel, Cayle Buckingham, Linda Chastain, Rudy Evertsen,
Carrie Melcher, Travis Miller

ABSENT:

OTHERS PRESENT: Suzanne Cooner, Tara Spidle, Jo Beth Smith, Andi Masters, Dr. Ed
Wehling, Amy Grimes

I. CALL TO ORDER

Guy Clark called the meeting to order at 5:30 p.m.

II. AGENDA APPROVAL

It was moved by Linda Chastain and seconded by Rudy Evertsen to approve the amended agenda to include XI ½ Committee Selection and an additional action item, Investing in Treasury Funds in accordance with the Code of Iowa Open Meetings Law. Motion carried.

III. PUBLIC COMMENT

Cayle Buckingham expressed a concern that came from DCH employees that they were upset the board of trustees and medical staff were not invited to the DCH holiday gathering in January. Suzanne Cooner stated she would ensure this inadvertent oversight would not happen again. Cayle also expressed concern about a consultant matter that had already been handled by the CEO. There were no further public comments.

IV. PUBLIC HEARING COUNTY BUDGET

Guy Clark, President, opened the Public Hearing at 5:32 p.m. for the comments of the proposed 2015-2016 hospital budget.

Guy Clark stated that timely notice of this public hearing has been published in the Leon Journal Reporter and asked the secretary for any written objections or comments. Tara Spidle shared with the group that Decatur County Hospital's tax rate has not changed since 2005. It would have been possible to ask for another \$0.43 but the hospital chose not to at this time. There being no objections or other comments, as well as, there being no persons present to speak for or against the budget, the public hearing was closed at 5:40 p.m.

It was moved by Cayle Buckingham and seconded by Linda Chastain. Motion carried.

V. CONSENT AGENDA

It was moved by Leon Kessel and seconded by Travis Miller to approve the following Consent Agenda items: (1) Meeting Minutes for January 26, 2015; (2) January Accounts Payable \$573,263.26 (3) Payroll \$357,144.36 (4) Accounts Receivable write-offs \$40,315.49

VI. MERCY REPORT

Amy Grimes gave the Mercy Report.

VII. CEO/QUALITY REPORT

1. Due to the upcoming retirement of Kevin Frost, the Ambulance Department is making the transition to a new leadership team approach. The leadership team consists of Dr. Wehling, Medical Director; Christine Rosheim, ARNP, EMS supervisor; Teresa Mathews, Paramedic, EMS Clinical Lead; and Troy Armstrong, AEMT, EMS Administrative Lead.
2. DCH welcomes Christel Wehling as the new staff educator. Christel will train staff in all areas of the organization.
3. Amanda Edsall, EMT, joined the Ambulance Department full time in February.
4. The ambulance that was in the accident in December is still out of service for repair. We had it back for one day and it had to be sent back due to problems identified with the heating unit.
5. Our newest allied health practitioner on the medical staff, Crystal Johnson, ARNP, attended her first medical staff meeting in February.
6. Tara Spidle was recognized for passing the exam for Certified Health Finance Professional. Tara is one of the few in the state with this level of certification. We are very proud of her hard work to achieve this status!
7. The Cholesterol Screening week was very successful again this year as the Auxiliary Bake Sale on Friday, February 13th. We appreciated all the hard work that went in to this by our Auxiliary and staff.

Suzanne Cooner gave the Quality Report.

VIII. STRATEGIC INITIATIVE COMMITTEE REPORTS

The following committee reports were given for the three strategic planning initiatives for 2014-2016: Melissa Smith gave a report on expanding clinical services.

Paul Jacobson gave a report on medical staff development.

Kelli Vellinga gave a report on employee engagement.

XI. PAC POLICIES

It was moved by Linda Chastain and seconded by Rudy Evertsen to approve the revised PAC policies and procedures as approved and recommended by the Professional Advisory Committee. Motion carried. (See minutes of the PAC meeting for a list of the said policies and procedures).

X. FINANCIAL REPORT

Tara Spidle presented the financial report for the month of January. Total operating revenue for January was \$1,035,545 with operating expenses totaling \$1,058,767. Non-operating revenue was \$59,719. Net income for the month was \$36,497. Year to date net loss is \$ -208,127 and operating EBIDA income is \$620,693. EBIDA income is obtained by adding the non-cash expense back into the year to date net loss. Debt covenants were met with days cash at 174 days and a YTD debt service coverage of 1.30. It was moved by Cayle Buckingham and seconded by Leon Kessel to approve the financial report for January. Motion carried.

XI. ACTION ITEMS

A motion was made by Linda Chastain and seconded by Cayle Buckingham to continue with Seim Johnson as our audit firm. Motion carried.

A motion was made by Rudy Evertsen and seconded by Travis Miller to appoint Tara Foster, HIM Director as Privacy Officer. Motion carried.

A motion was made by Linda Chastain and seconded by Leon Kessel to approve investing in treasury funds for a little better interest rate than currently being offered by CDs which required a new bank resolution and signature cards.

XII. MEDICAL STAFF REPORT

Dr. Wehling reported that several clinical protocols have been established for diagnosis that are key to evidence based care and the initiation of rapid response team protocols. He also explained the new hospitalist model of care being implemented at DCH and the multidisciplinary rounds that occur with communication to the family physician. He noted that the physician can still choose to follow the patient in the hospital if determined to be necessary by the physician. An internal medicine/hospitalist physician will be interviewing for a position at DCH in mid-April.

XIII. MEDICAL STAFF APPOINTMENT

Following acknowledgment that the proposed appointment application of Terrilee Jackel, ARNP and Crystal Johnson, ARNP to the DCH Medical Staff was recommended by the Medical Staff; Linda Chastain moved and Travis Miller seconded the motion. Motion carried.

XIII ½. COMMITTEES

Guy Clark tabled making a decision on the committees until next month.

XIV. EXECUTIVE CLOSED SESSION 21.5 1A-PEER REVIEW

Travis Miller moved and Cayle Buckingham seconded the motion to go in to closed session according to Iowa Code 21.5 1A Peer Review. At 7:45 p.m. a roll call vote was called: Guy Clark - aye; Linda Chastain – aye; Rudy Evertsen – aye; Leon Kessel – aye; Travis Miller – aye; Carrie Melcher – aye; Cayle Buckingham – aye.

The Board returned to open session at 7:53p.m.

XV. ADJOURNMENT

The meeting adjourned at 7:54p.m.

Cayle Buckingham, Secretary