

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES
MEETING MINUTES
MAY 22, 2019
5:30 P.M.

PRESENT: Linda Chastain, Denise Elefson, Sheri Frost, Teri Foster, Larry Griffin, and Travis Miller

ABSENT: Guy Clark

OTHERS PRESENT: Mike Johnston (CEO), Tara Spidle (CFO), Amy Sherman (CNO), Jo Beth Smith (CHRO), Arlene Raney (CQO), and Dr. Ed Wehling

I. CALL TO ORDER

Linda Chastain called the meeting to order at 5:30 p.m.

II. AGENDA APPROVAL

Linda Chastain announced three (3) changes to the previously published meeting agenda as follows:

1. Sara Hawk, CRNA was added to the list of providers under “Medical Staff Reappointments”;
2. An action item for approval of the 2019 Community Health Needs Assessment (CHNA) Report was added; and
3. The action item “Surgery Table” was removed from the agenda.

It was moved by Teri Foster to approve the meeting agenda with the revisions noted above. The motion was seconded by Sheri Frost and carried by unanimous consent.

III. PUBLIC COMMENT

- Denise Elefson reported on the very positive comments she received from an EMS student who had participated in clinical rotations at Decatur County Hospital. The student mentioned how much she enjoyed her time at the hospital.
- Sheri Frost indicated that she had recently had a discussion with a patient who previously mentioned that she would never return to DCH for services. After hearing positive information in the community about the many changes occurring at the hospital, the individual decided to give Decatur County Hospital another chance. Her experience was very positive and the patient stated to Sheri Frost that she would be using services here at home in the future as well.

IV. CONSENT AGENDA

It was moved by Sheri Frost and seconded by Teri Foster to approve the following Consent Agenda items: (1) Meeting Minutes April 2019 (2) April Accounts Payable \$812,567.67 (3) April Payroll \$397,521.00 (4) Accounts Receivable Write-Offs April \$12,047.00.

V. MEDICAL STAFF REPORT

Dr. Wehling was unable to attend the meeting due to a surgical case.

VI. MERCYONE REPORT

There was no MercyOne representative in attendance at the meeting.

VII. CEO UPDATE

Mike Johnston gave the CEO Update as follows:

New Outpatient Clinics Update:

- Urogynecology: Dr. Pescatore's clinic started May 13th and is available on a weekly basis (every Tuesday). His first (1st) surgical procedure at DCH is scheduled for next week.
- Orthopedic Surgery: Dr. Anderson and Dr. Beard will begin their orthopedic clinic/ surgery practice at Decatur County Hospital on June 27th, 2019. Dr. Anderson will be here the 27th and 28th. Dr. Beard will begin two (2) weeks later on July 11, 2019. Thereafter, each provider will be here for a two (2) day stretch once per month. This means orthopedic surgery will be available here at DCH four (4) days out of each month.
- Chronic Pain Management: This new clinic complements (not competes with) the services that Jay Brewer provides here at DCH. Jay was involved in the decision process for this new clinic and we believe that referrals will flow between the chronic pain provider and Jay in a bi-directional manner depending on the services required. Chronic pain will be here on the (1st) Monday and third (3rd) Friday of each month beginning July 01, 2019. Jay Brewer has also increased his availability to two (2) full days falling on the second (2nd) and fourth (4th) Monday of each month. He has been averaging 10 to 12 patients per day since the mailers were sent to regional providers.
- Rheumatology: Rheumatology services will be offered one (1) day per month with the anticipation of building to a weekly clinic. The provider has been selected and a start date is currently pending. A first clinic day sometime in July of 2019 is likely.
- Neurology: A contract has been signed for a neurology clinic and we are currently in the process of vetting potential providers. A start date is pending that decision.

Additional Updates:

- Iowa Orthopedics: As a result of our new orthopedic surgery clinic, our contractual arrangement with Iowa Orthopedics has been canceled. A thirty (30)-day notice was given as required with the termination date set at June 10, 2019. Dr. Kinney's last visit to Decatur County Hospital will be on June 04, 2019.
- New Surgical Table: We are in the process of evaluating new surgical tables for the OR. The existing table was a reconditioned unit purchased in 2011 and due to mechanical issues it has been removed from service in the interest of patient safety. We are currently using a loaner table until such time as a new one is evaluated and purchased. This has been added to the capital budget request for FY 2020.
- Telemetry System Acquisition: We have obtained both quotes and in-person product demonstrations for the staff from three (3) separate vendors – MindRay, Fukuda, and Philips. Further negotiation will now be conducted to ensure the best value possible and a purchase made.
- Employee Council: The second (2nd) monthly meeting of our newly-formed Employee Council was held on May 20, 2019. The meeting continues to be well attended with good interaction from the staff members. Education on hospital finances and basic financial report interpretation was conducted as a part of this meeting.

Mercy Management Agreement Renewal for FY 2020:

Mike Johnston reported that he and Linda Chastain, Board Chairperson, had met with Mike Trachta, Vice-President of Network Affiliates for MercyOne to discuss the proposed revisions to the Mercy Management Agreement up for renewal as of July 01, 2019. The proposed changes include:

- 5-Year Term (90-day out without cause remains);
- If the hospital were ever put up for sale, Mercy has the first right of refusal on the purchase;
- Requires participation in the Mercy Accountable Care Organization (ACO); (DCH is already participating in this group);
- Acceptance of co-branding for signage, logo, etc.;
- Participation in Mercy Culture Training, Key Results, and overall Strategic Plan;
- Non-compete/ solicitation agreement for all Mercy Employees by Affiliate Hospital; and
- Cost per year to be based on a percentage of hospital expenses (net of required GASB entries).

Mike Johnston and Tara Spidle provided education and discussion with the Board as to the particulars of the Home Office Cost Report and Related Party Cost Allocation as it relates to the Mercy Management Agreement. The formal renewal agreement will be presented to the Board at the June 2019 meeting for approval.

ACTION ITEMS

- E-Prescribing for Controlled Substances: The use of electronic prescribing for controlled substances will be mandated by the State of Iowa as of January 01, 2020. The cost of acquisition of the software and licensing in order to comply with the state regulations is \$12,000 through Cerner. Larry Griffin made a motion to approve the purchase which was seconded by Teri Foster. Motion carried.
- PAC Policy Revisions: Mike Johnston presented the Board with the latest policy revisions as approved by the Professional Advisory Committee (PAC) and by the Medical Staff at their May, 2019 meeting. He requested that the Board of Trustees authorize the relevant changes. Travis Miller made a motion to approve the policy revisions as presented which was seconded by Denise Elefson. Motion carried.
- 2019 Community Health Needs Assessment (CHNA) Report: The Board of Trustees was presented with the report from the 2019 CHNA by Mike Johnston. It was requested that the report be approved for adoption and posting to the hospital's website. Larry Griffin made a motion to approve the report which was seconded by Sheri Frost. Motion carried. An implementation plan for action on various sections of the report will be presented at the June 2019 meeting for approval by the Board.

VIII. FINANCIAL REPORT

Tara Spidle presented the financial report for April 2019.

- Total Gross Revenue was \$2.3 million in April. Operating gain of \$21,044 in April, and a net gain of \$104,363 after taxes.

A motion was made by Sheri Frost and seconded by Travis Miller to approve the financials for April 2019. Motion carried.

ACTION ITEM – Fiscal Year (FY) 2020 Budget

- Tara Spidle presented the proposed FY 2020 Hospital Budget to the board members. She reported that the Finance Committee had meet to review the budget on 05-22-2019 at 4:30pm.
- Sheri Frost reported that it was the recommendation of the Finance Committee that the board approve the budget as presented.

Sheri Frost made a motion to approve the submitted budget for Fiscal Year 2020 which Travis Miller seconded. Motion carried.

IX. CLINICAL SERVICES AND QUALITY REPORT

Amy Sherman and Arlene Raney gave a report on Clinical Services and Quality Improvement Initiatives.

- STEMI/ Stroke education will be rolled out to the staff in May of 2019. The Mercy coordinator will be at DCH on May 23, 2019 to provide staff education. Decatur County Hospital will begin conducting drills on STEMI/ Stroke incidents as well as community education on signs/ symptoms and when to call 911.
- DCH has acquired a new training mannequin. This will be utilized for ongoing education and skills testing, hands-on skill assessments for tracheotomy care, NG tube placement, catheter placement, as well as for education and skills related to IVs and injections.
- Med/ Surg posted one (1) open employment position for a full-time, night shift RN.
- Infusion/ Surgery posted one (1) open employment position for a full-time RN.
- Infusion volumes have increased and Dr. Jawa will be adding one (1) extra day per month to his clinic schedule. A further increase in infusions is expected when the new Rheumatology Clinic opens.
- The Pain Management Clinic has increased frequency to two (2) days per month. More than one hundred (100) flyers were mailed out to providers educating them on the availability, frequency, and capabilities of this clinic service.
- Our next “Dine with DCH” will be April 30, 2019 here at Decatur County Hospital. Dr. Wehling will be presenting his community education session entitled “Why Do My Legs Hurt?” on vascular health.
- The previously posted position for a Med/ Surg Manager has been withdrawn due to a reassessment of the internal nurse leadership model. The designation of “Clinical Nurse Leader” will be revived to utilize current nursing staff as well as to provide opportunities for leadership and professional growth.
- Decatur County Hospital hosted students from the Central Decatur Agricultural Job Shadow Program on April 24, 2019 from 8:30 am to 2:00 pm.
- The community Care Coalition meeting is held at DCH on the third (3rd) Thursday of each month from 11:30am to 12:30pm. Thirteen (13) caregivers representing multiple area health care agencies attended the previous meeting. Each session will include a presentation from one (1) of the different agencies within the group. At the last Care Coalition meeting, representatives from the Senior Life Solutions program at Decatur County Hospital provided education to the group.
- Surgery will initiate a “time-out” at the patient bedside, prior to the individual being placed under anesthesia such that the patient can provide input in the process.

X. HR UPDATES

Jo Beth Smith gave the HR Update.

- DCH welcomes our newest RN, Tammy Roberts, who will be working full-time nights on Med/ Surg and in the Emergency Department. Decatur County Hospital also welcomes Kerri Gibson who began her employment as an Admissions Clerk on May 21, 2019.
- The implementation timetable for the coming year of the Ignite the Patient Experience campaign was distributed to and discussed with the board members.
- The 2019 Employee Satisfaction Survey through Press Ganey will start on May 29. Promotional materials to encourage staff participation will be sent out in the coming week.

- The hospital initiative of hanging canvas prints throughout the facility submitted by local photographers and featuring visages from in and around Decatur County is well underway. Some of these prints are now on display in the Infusion area as well as individual rooms within the Outpatient Clinic. They have been well received by our patients and visitors with more to come. Some of the local photographers featured include Lorna Noecker as well as DCH's own Marcey Bell and Kari Byrd.

XI. ADJOURNMENT

The meeting adjourned at 6:59 p.m.

Sheri Frost, Secretary