DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES
MEETING MINUTES
OCTOBER 24, 2018
5:30 P.M.

PRESENT: Linda Chastain, Amy Sherman, Cayle Buckingham, Guy Clark, Rudy Evertsen, Sheri Frost, and
Travis Miller

OTHERS PRESENT: Daren Relph, Mike Johnston, Tara Spidle, Andi Masters, Jo Beth Smith, Dr. Ed
Wehling, Traci Kreuziger

I. CALL TO ORDER
Linda Chastain called the meeting to order at 5:30 p.m.
II. AGENDA APPROVAL
It was moved by Travis Miller and seconded by Sheri Frost to approve the meeting agenda. Motion carried.
III. PUBLIC COMMENT
Sheri Frost presented comments she had received from the public concerning the published minutes of previous Board of Trustee meetings. The consensus was that the minutes for previous meetings were too general in nature. The board requested that future meeting minutes be more specific. Cayle Buckingham and Sheri Frost remarked about a number of patients sent to Ringgold County Hospital for procedures that could have been performed at DCH. Administration is actively collecting data on this issue and will report at the next regularly scheduled board meeting. Linda Chastain inquired about the purchase of a new EKG machine for the hospital.
IV. CONSENT AGENDA
It was moved by Travis Miller and seconded by Cayle Buckingham to approve the following Consent Agenda items: (1) Meeting Minutes September 19, 2018; (2) September Accounts Payable $645,577.47 (3) September Payroll $362,105.00 (4) Accounts Receivable Write-Offs September $54,104.40.
V. MEDICAL STAFF REPORT
Dr. Wehling noted that the Medical Staff of Decatur County Hospital is excited about the prospect of two (2) potential new physicians currently under recruitment. A discussion concerning the status of these efforts was undertaken.
VI. MERCY HEALTH NETWORK REPORT
Traci Kreuziger gave the Mercy Health Network Report. She provided the DCH Board of Trustees with information on the new, electronic Mercy Health Network Board Report. Traci also provided information on the use of social media as a potential recruitment source for new employees.
VIII. CEO UPDATE

Daren Relph gave the CEO Report centered on the recruiting efforts for new physicians. His report blended with the discussion initiated by Dr. Wehling.

IX. ADMINISTRATION REPORT

Mike Johnston gave the Administration Report which included:

- An update on the most recent Community Advisory Council Meeting held Thursday, October 18, 2018;
- A description of a new therapy program the hospital is set to offer at or just after the start of the new year geared toward patients dealing with the debilitating physical effects of Parkinson's disease, stroke and other such neurological issues;
- Discussion concerning a collaboration between the school system and Decatur County Hospital for student athletes;
- The hospital's renewed emphasis on its skilled nursing program as well as the initiative and data collection efforts surrounding same;
- The commencement of quarterly "town-hall"-style meetings to provide an increased communication venue between administration and staff; and
- A report to the board, with presentation of minutes, from the most recent quarterly meeting of the Environment of Care Committee at DCH.

X. FINANCIAL REPORT

Tara Spidle presented the financial reports for the month of September.

Total operating revenue for September was $1,023,047 with operating expenses totaling $1,090,700. Non-operating revenue was $82,327. Net income for the month was $14,674. Year to date net income is $81,814.

A motion was made by Travis Miller and seconded by Sheri Frost to approve the financials for September 2018. Motion carried.

XI. CLINICAL SERVICES AND QUALITY REPORT

Andi Masters gave a report on Clinical Services and Quality Improvement Initiatives. Several new quality initiatives currently being implemented at Decatur County Hospital were described for the board members to include those with a focus on:

- Blood component administration;
- Designating shift-specific goals on the whiteboards in patient rooms;
- Foley catheter usage;
- Patient gowning in the Emergency Department;
- Reassessing a patient's chief complaint in the Emergency Department prior to discharge;
- Repeating lactate measurements on sepsis (or suspected) cases within three (3) hours; and
- A hospital-wide process improvement initiative utilizing the "Plan-Do-Check-Act" (PDCA) management method.

Other information shared in the Clinical Services and Quality Report included the following:

- Nursing staff completion of refresher courses pertaining to the new Cerner Electronic Health Record (EHR);

- Annual Flu Shots and N95 Fit Testing has begun as of this month for hospital personnel and will continue through November of 2018;
- DCH is hosting health occupation students onsite from both Central Decatur and Lamoni schools; and
- Recertification classes in Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), Advanced Trauma Life Support (ATLS), and Pediatric Advanced Life Support (PALS) were recently held onsite at Decatur County Hospital for its staff members.

XII. HR UPDATES

Jo Beth Smith gave the HR Update.   Upcoming DCH events were reported to include the following:

- **October 25th**: The hospital will be hosting a Blood Drive from 9am to 2:45pm with a free lunch provided to the staff and community members on that day;

- **October 29th-30th:** Finalist interviews for the Chief Executive Officer (CEO) position at Decatur County Hospital will be conducted;

- **October 31st:** Employee Chili Cook-Off;

- **October 31st:** DCH will host local preschoolers for Trick or Treating at the facility;

- **November 2nd:** Mercy Health Network Legal Update;

- **November 8th:** Quarterly Employee Town Hall Meetings at 7:30am and 2:pm; and

- **November 20th:** Jewelry sale in the main conference room at the hospital.

Decatur County Hospital is host nursing (RN) students from Southwestern Community College for practical training. The hospital's own Aaron Keeney, RN is serving as their instructor.

DCH welcomes Ashley McCoy, RN, BSN as a newly hired employee.

XIV. ADJOURNMENT

The meeting adjourned at 7:04 p.m.

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Cayle Buckingham, Secretary