

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES

SPECIAL MEETING MINUTES

March 25, 2020 – 5:00pm

PRESENT: Linda Chastain, Denise Elefson, Guy Clark, Sheri Frost, Teri Foster, and Larry Griffin

ABSENT: Travis Miller

OTHERS PRESENT: Mike Johnston (CEO), Arlene Ranes (CNO), Jo Beth Smith (CHRO), 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 5:00p.m.

II. AGENDA APPROVAL

Sheri Frost made a motion to approve the agenda as published with a second from Teri Foster. Motion carried.

III. PUBLIC COMMENT

Public comments centered around questions regarding the hospital's preparedness for COVID-19, testing capabilities etc. These items were covered as later portions of the agenda.

IV. OVERVIEW OF COVID-19 RESPONSE PLAN

Mike Johnston advised the Board of Trustees that the hospital's incident command system (HICS) was activated as of March 17, 2020 at 0900 hours and will remain open for the foreseeable future. In preparation for this meeting, the Board was provided the following documents via email on March 24, 2020:

- DCH COVID-19 Preparedness Plan (Revision Date: 03-23-2020);
- Incident Objectives – Operational Period #002; and
- (Decatur County) Situational Report #2 (Revision Date: 03-24-2020)

These documents were briefly reviewed with the Board and questions entertained. Mike Johnston emphasized that the preparedness plan was a living document and would be revised based on the evolution of the COVID-19 situation on a regular basis.

The HICS group is currently engaged in surge planning related to the pandemic. Under normal operations, DCH is an eleven (11)-bed hospital with a four (4) bay Emergency Department. We have four (4) ventilators on hand plus an additional one (1) transport vent. The transport vent is not designed for long –term support of a patient so the other four (4) ventilators would be relied upon. Surge planning has the goal of adding thirty (30) Med/ Surge (acute) and four (4) intensive care unit (ICU) beds to the hospital's capacity. Normal Emergency Department and Med/ Surg operations would continue with surge units dedicated to the exclusive care of COVID-19 patients. Once complete, this would give Decatur County Hospital the capacity to house a total of forty-one (41) acute patients and four (4) ICU patients for a total capacity of forty-five (45) patients under surge conditions. A written surge plan is being developed and will be sent out to the Board of Trustees as soon as it is completed. Planning is also being conducted in coordination with MercyOne to facilitate the movement of higher acuity patients to Des Moines if required as well as the transfer of lower acuity patients back to Decatur County to save space at MercyOne. This is an ongoing process.

Mike Johnston presented information to the Board of Trustees with respect to current Outpatient Clinic operations and patient volumes. DCH is working to maintain its outpatient clinic services wherever reasonably possible to the benefit of our patients. Government restrictions and some reluctance on the part of the public related to COVID-19 will impact these volumes. This will be an ongoing process for review and monitoring.

V. COVID-19 FINANCIAL RAMIFICATIONS

Mike Johnston presented the financial report for February 2020.

- Total Gross Revenue was \$2.52 million in February. Operating loss of \$21,698 in February, and a net gain of \$65,482 after taxes.

A motion was made by Denise Elefson and seconded by Teri Foster to approve the financials for February 2020. Motion carried.

Mike Johnston provided a brief summary of revenue-to-date in March of 2020. It was noted that the reduction in operational volumes as a result of COVID-19 is only beginning to be felt such that revenue in March is essentially consistent with previous months. Average daily revenue for March 2020 is running at a rounded \$83,100 per day through March 24, 2020. April of 2020; however, will be a full month reflecting volume reductions and restrictions. It is also a three (3) payroll month for the hospital which may serve to compound the effect. At present, there are several funding initiatives before the federal government awaiting action/ approval which may serve to mitigate some of the revenue loss. These include:

- A relief package currently before the United States Senate that includes \$100 billion dollars for hospital relief in light of the lost revenue;
- The option for flexible and/ or accelerated payments through Medicare; and
- Payroll protection loans from the Small Business Administration (SBA).

Updates will be forwarded to the Board of Trustees as the situation develops and as action by the Board may be required.

VI. CLOSED SESSION

At 5:30 p.m., a roll call vote was called for the Board to go into closed session to discuss the following:

- Personnel: Iowa Code 21.5(1)(i)

The vote results were: Linda Chastain – aye; Denise Elefson – aye; Sheri Frost – aye; Guy Clark – aye; Teri Foster – aye; and Larry Griffin – aye. Those present in addition to the Board members were Mike Johnston, Arlene Ranes, Jo Beth Smith, Dr. Ed Wehling, and Dr. Erika Brown.

With a consensus of the Board members obtained to do so, the Board returned to open session at 5:45 p.m. The Board members present when the open session reconvened were Linda Chastain, Denise Elefson, Sheri Frost, Guy Clark, Teri Foster, and Larry Griffin. Those present in addition to the Board members were Mike Johnston, Tara Spidle, Arlene Ranes, Jo Beth Smith, Dr. Ed Wehling, and Dr. Erika Brown. There was no action required of or taken by the Board of Trustees upon return to open session.

VII. ADJOURNMENT

The meeting adjourned at 6:05 pm.

Sheri Frost, Secretary