

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES

MEETING MINUTES

May 26 2021 – 5:30pm

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

OTHERS PRESENT: Mike Johnston (CEO), Tara Spidle (CFO), Mark Mattes (CNO), Jo Beth Smith (CHRO), Shannon Erb (Director of Marketing and Business Development) and Dr. Erika Brown (CMO).

I. CALL TO ORDER

Denise Elefson called the meeting to order at 5:30 p.m.

II. AGENDA APPROVAL

Mike Johnston requested one (1) revision to the meeting agenda as posted, the removal of the action item “Approval of Ultrasound Machine Buyout”. Linda Chastain made a motion to approve the agenda as amended and Larry Griffin made the second. Motion carried unanimously.

III. PUBLIC COMMENT

Denise Elefson informed the Board members that an emergency medical technician (EMT) class for Lamoni high school students begins in the fall of 2021. Participation earns dual high school/ college credits. Sheri Frost stated extremely positive comments about Dr. Loutfi and the care/ attentiveness he provides to his patients based on the experience of a close acquaintance.

IV. CONSENT AGENDA

Sheri Frost made a motion to approve the following Consent Agenda items with a second by Teri Foster: (1) Regular Meeting Minutes April 2021 (2) April 2021 Accounts Payable (AP): \$914,541.60. (3) April 2021 Payroll: \$470,889.00 (4) Accounts Receivable Write-Offs April 2021: \$1,307.00. Motion carried unanimously.

V. MEDICAL STAFF REPORT

Dr. Brown provided the Medical Staff update to the Board of Trustees as follows:

- A review of the minutes and salient details from the meeting of the Medical Staff on May 25, 2021 (the Board members had previously received individual written copies of the minutes);
- Dr. Brown reported the recommendations of the Active Medical Staff with respect to the appointments and reappointments of various providers and physicians as detailed on the Board meeting agenda. The Active Medical Staff of Decatur County Hospital approved each one at their regular meeting in May 2021 as described above and made the recommendation to the Board of Trustees that they grant final approval of the appointments et al as presented.

ACTION ITEM:

- **Approval of Medical Staff Appointments:** Larry Griffin made a motion to approve with a second received from Sheri Frost. Motion carried unanimously.

VI. MERCYONE REPORT

There was no MercyOne representative present at the meeting.

VII. CEO UPDATE

Mike Johnston presented the CEO Update as follows:

- Mike inquired of the Board members if there were any questions or follow-up needed from any of the weekly Board updates which had been distributed since the previous regular meeting of the Board of Trustees. None received.
- Update on the Outpatient Services Building project and discussion of the proposed press release regarding same;
- The City of Leon issued a building permit for the new storage facility across the street;
- Statistics for the community transportation project presented to the Board of Trustees including a cost/benefit analysis for Year 1 and Year 2 (to-date) of that program. We provided our 3000th ride (since the inception of the project) to the community as of May 24, 2021; and
- Our anticipated go-live date on the new Group Purchasing Organization (GPO) is August 01, 2021.

VIII. FINANCE COMMITTEE REPORT ON THE FY 2022 HOSPITAL BUDGET

Guy Clark, as chairperson of the Finance Committee, reported to the Board of Trustees that the committee met with Mike Johnston, CEO and Tara Spidle, CFO at 4:30pm on May 26 2021. Each of the committee members: Guy Clark, Teri Foster, and Rebekah Mendenhall, attended. After receiving and reviewing the proposed hospital budget for Fiscal Year 2022, it was the unanimous recommendation of the Finance Committee that the Board of Trustees approve it.

IX. FINANCIAL REPORT

Tara Spidle presented the financial report for April 2021:

Total gross revenue was \$2.97 million in April. April had an operating gain of \$43,965.00 with a net gain of \$902,981.00. Larry Griffin made a motion to approve the financial report for April 2021 with a second from Linda Chastain. Motion carried unanimously.

ACTION ITEMS:

- **Approval of the Fiscal Year (FY) 2022 Hospital Budget:** Sheri Frost made a motion to approve the FY 2022 hospital budget as recommended by the Finance Committee and Teri Foster made the second. Motion carried unanimously.
- **Approval of Seim Johnson to Conduct the FY 2021 Audit:** Linda Chastain made a motion to approve with a second received from Guy Clark. Motion carried unanimously.
- **Approval of Seim Johnson to Prepare the FY 2021 Cost Report:** Larry Griffin made a motion to approve and Rebekah Mendenhall made the second. Motion carried unanimously.

X. CLINICAL SERVICES AND QUALITY REPORT

Mark Mattes provided the Board with a report and update on current clinical initiatives as follows:

- American College of Cardiology – Chest Pain Center Accreditation Process: Phase I of this process is now complete and the hospital has moved to Phase II. We have three hundred and thirty (330) days in which to achieve successful completion.
- Forty (40) bicycle helmets were given out at an event in Lamoni during the month.
- The Johnson and Johnson (J+J) single-dose, COVID-19 vaccine is now available upon request for patients in the Emergency Department and on the Med Surg Floor.

- The Daisy Award was presented on May 14, 2021 to Haylie Osborn, RN.

Quality Report:

Mark Mattes reported to the Board of Trustees on the following performance metrics for April 2021:

- Medical error tracking;
- Adverse drug events;
- Blood incompatibility;
- Foreign objects retained after surgery;
- Air embolisms;
- Stage III or IV pressure ulcers;
- Catheter-associated urinary tract infections (CAUTIs);
- Central line-associated bloodstream infections (CLABSIs);
- Surgical Site Infections (SSIs);
- Hospital-Acquired Infections (HAIs); and
- Clostridioides difficile (C-DIFF) infections.

In addition to the information reviewed above, Mark provided the Board members each with a written copy of the total hospital performance improvement metrics (by department) current through the end of April 2021.

The Board received individual copies of the minutes from the meeting of the Quality Assurance/ Performance Improvement (QAPI) held on April 27, 2021.

XI. HR UPDATES

Jo Beth Smith provided the HR Update as follows:

- Congratulations to Desiree Dominguez and Haylie Osborn, both of whom successfully passed their Certified Emergency Nurse (CEN) examination.
- Welcome to our new employees: Baylee Vanderflight (Environmental Services) and Maggie Lindsey, RN (Med Surg and ED);

XII. MARKETING REPORT

Shannon Erb presented the marketing report to the DCH Board of Trustees. She provided the Board with an overview of current and planned marketing efforts as well as the results of previous campaigns.

Additional Updates:

- Update on the Aureon grant;
- The first meeting of the Parkinson's Disease and Other Neurological Disorders Support Group was well attended (14 members of the community were present).

XIII. ADJOURNMENT

The meeting adjourned at 6:44 p.m.