

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES
MEETING MINUTES
July 28 2021 – 5:30pm

PRESENT: Denise Elefson, Sheri Frost, Linda Chastain, Larry Griffin, and Rebekah Mendenhall

ABSENT: Guy Clark, Teri Foster

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. Ed Wehling (Chief of the Medical Staff).

I. CALL TO ORDER

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

II. AGENDA APPROVAL

Larry Griffin made a motion to approve the agenda as presented and Linda Chastain made the second. Motion carried unanimously.
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III. PUBLIC COMMENT

Denise Elefson reported that Lamoni EMS has passed it recent recertification survey from the State of Iowa with zero (0) deficiencies noted.
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IV. CONSENT AGENDA

Linda Chastain made a motion to approve the following Consent Agenda items with a second by Sheri Frost (1) Regular Meeting Minutes June 2021 (2) June 2021 Accounts Payable (AP): \$1,034,899.00. (3) June 2021 Payroll: \$485,631.00 (4) Accounts Receivable Write-Offs June 2021: \$152,334.00. Motion carried unanimously.
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V. MEDICAL STAFF REPORT

Dr. Wehling provided the Medical Staff update to the Board of Trustees as follows:
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| <ul style="list-style-type: none">- The Medical Staff held its regular meeting on July 20, 2021.- Dr. Wehling 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 July 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.- The hospital conducted a full mock trauma drill on July 27, 2021. The drill was designed to be as comprehensive as possible involving not only Emergency Department (ED) and Emergency Medical Service (EMS) staff members, but also ancillary departments such as Radiology and Lab. Participation was excellent and the feedback received from staff following the event was very positive. Future drills, both announced and unannounced, are scheduled. |
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ACTION ITEM(S):

- **Approval of Medical Staff Appointments:** Sheri Frost made a motion to approve and Rebekah Mendenhall made the second. 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:

- The Buildings and Grounds Committee met just prior to the regular Board meeting at 4:30pm on July 28, 2021 to review the latest iteration of the plans for the new Outpatient Clinic Building. Mike Johnston presented this same information to the full Board of Trustees. An updated cost analysis on the project was obtained in light of recent dramatic fluctuations in the cost of building materials. This was to ensure that the projected expense had not changed substantially since the original estimates were received in April of 2021. The updated projects received in July 2021 reflected a modest price increase of approximately 2.4% mostly due to choices made as the design development process has continued. The new project cost estimates do not substantially alter the financial modeling used.
- Mike presented the Board with an analysis of gross revenue for DCH from fiscal year (FY) 2018 to FY 2021. Because of a substantial expansion/ growth in services during that period, gross revenue has increased by a rounded forty-six (46) percent.
- Mission Cancer (formerly MOHA) for whom Dr. Jawa works is terminating their services in both Wayne and Ringgold counties as of the end of August 2021. Mission's outreach clinic will be consolidated to Decatur County Hospital and see patients from all three facilities. Beginning September 1 2021, Dr. Jawa will increase his schedule to three (3) days onsite per month from the existing two (2).
- Beginning September 03 2021, we will augment our Cardiology services with a telehealth clinic on the first Friday of each month. Dr. From will continue to be onsite two (2) days per month yielding three (3) total days of available Cardiology services each month at DCH.
- Dr. Tessier will no longer be providing Hospitalist services at Decatur County Hospital. We are vetting Dr. Hoffman in August of 2021 for several shifts. Depending on the results of this process, we may enter into a more permanent arrangement with him moving forward.

Action Item:

Contract with Dr. Loutfi (Neurology): Mike Johnston presented the Board of Trustees with a draft proposal/independent contractor agreement for Dr. Maher Loutfi (Neurology). A physician-provider company currently employs Dr. Loutfi and his services are retained through a daily rate with this vendor. He will; however, be ending his relationship with this company and notice has been received from them as such. Based on the multiple advantages that Neurology as a service and Dr. Loutfi as a provider have brought to our community and hospital, Mike Johnston recommended to the Board that Dr. Loutfi be retained through a negotiated agreement directly with him. The monthly expense will be reduced but a one-time contract buyout of \$60,000 is required. Mike requested that the Board authorize him to conclude the draft arrangement based on the terms discussed, obtain Dr. Loutfi's assent to the contract, and to pay the buyout as previously described. Sheri Frost made a motion to approve and Larry Griffin made the second. Motion carried unanimously.

IX. FINANCIAL REPORT

Tara Spidle presented the financial report for June 2021:

Total gross revenue was \$2.97 million in June. June had an operating loss of \$256,095 with a net loss of \$133,935. This loss; however, did not represent actual cash and was due to the annual required accounting entry to represent IPERS expense under the GASB68 rule. For FY 2021 this amount was \$384,000 and was applied in June 2021 as the last month in the fiscal year. Excluding this entry, June had gains in both operating and overall margins. Linda Chastain made a motion to approve the financial report for June 2021 with a second from Sheri Frost. 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: Our application process is now 35% complete. Mark is currently working to develop annual education plans for both the hospital staff and the community as a whole.
- Ongoing staff education initiatives;
- The Johnson and Johnson COVID vaccine is available to hospital patients in the emergency department (ED) and on the Med Surg floor upon request;
- Professional Advisory Committee (PAC); and
- Grant initiative for cardiac simulation training device.

Quality Report:

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

- 30-day readmissions;
- 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);
- Clostridioides difficile (C-DIFF) infections; and
- Antibiotic “time-outs” performed during morning patient rounds.

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 June 2021.

XI. HR UPDATES

Jo Beth Smith provided the HR Update as follows:

- Work continues on the implementation of the new hospital human resources (HR), payroll, and time and attendance system.

- Welcome to our new employees: Lisa Leonard (EVS/ Floor Tech), and Randi Parker (Business Office Clerk).
- The 15th annual Hospital Auxiliary Golf Tournament is scheduled for Saturday, August 7th 2021 at the Leon Golf and Country Club.

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 grants – Decatur County Foundation Grant, Foundation for Rural Service/ GRM Networks Grant, and the 5210 Program and Partnership;
- VA Mobile Clinic;
- Proposed Bariatric Treatment Program; and
- Back to School – School Supply Events: DCH is sponsoring the meal and has donated additional school supplies to support the Leon event on August 10, 2021. As there is no similar event in Lamoni, the hospital donated \$600 to the Lamoni Food Pantry to support their initiative to purchase school supplies for at-risk students.

XIII. CLOSED SESSION

At 6:43 p.m., a roll call vote was called for the Board to go into closed session to discuss the following:

- Discussion of Confidential Records Pursuant to Iowa Code 22.7: Iowa Code 21.5(1)(k)

The vote results were: Denise Elefson – aye; Sheri Frost – aye; Linda Chastain – aye; Larry Griffin – aye; and Rebekah Mendenhall – aye. In addition to the Board members named immediately above, Mike Johnston (CEO) was present.

With a consensus of the Board members to do so, the meeting returned to open session at 7:09 p.m. Present when the open session reconvened were Denise Elefson, Sheri Frost, Linda Chastain, Larry Griffin, Rebekah Mendenhall, and Mike Johnston. No action of the Board was required when the open session resumed.

XIV. ADJOURNMENT

The meeting adjourned at 7:10 p.m.

Guy Clark, Secretary