

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES

MEETING MINUTES

October 27 2021 – 5:30pm

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

ABSENT: None

OTHERS PRESENT: Mike Johnston (CEO), Tara Spidle (CFO), Jo Beth Smith (CHRO), Shannon Erb (Director of Marketing and Business Development), Dr. Erika Brown (CMO), Candy Jordan (MercyOne), and Jeremy Behrens (Seim Johnson).

**I. CALL TO ORDER**

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

**II. AGENDA APPROVAL**

Guy Clark made a motion to approve the agenda as presented and Rebekah Mendenhall made the second. Motion carried unanimously.

**III. PUBLIC COMMENT**

Sheri Frost discussed a recent experience of an acquaintance of hers in the Emergency Department.

**IV. CONSENT AGENDA**

Sheri Frost made a motion to approve the following Consent Agenda items with a second by Linda Chastain (1) Regular Meeting Minutes September 2021 (2) Special Meeting Minutes October 13 2021 (3) September 2021 Accounts Payable (AP): \$965,441.80. (4) September 2021 Payroll: \$772,887.00 (4) Accounts Receivable Write-Offs September 2021: \$42,426.15. Motion carried unanimously.

**V. PRESENTATION OF DRAFT FISCAL YEAR (FY) 2021 AUDIT REPORT – SEIM JOHNSON**

Jeremy Behrens from the accounting firm Seim Johnson presented the Board of Trustees with the draft audit report for FY 2021 and a brief discussion followed. The final audit report is expected in January or February 2022. Jeremy left the meeting following his presentation.

**V. MEDICAL STAFF REPORT**

Dr. Wehling was not present at the meeting due to an emergent surgical case. Dr. Brown presented the Medical Staff report in his absence. There was no meeting of the Medical Staff in October 2021. In order to accommodate Dr. Homedan’s clinic and surgical days, Dr. Wehling has altered his on-site schedule. His clinic and surgery visits will now be the first (1<sup>st</sup>) and third (3<sup>rd</sup>) Monday, the second (2<sup>nd</sup>) and fourth (4<sup>th</sup>) Tuesday, and each Wednesday of the month. As a result, the regular Medical Staff meeting has been moved to the third (3<sup>rd</sup>) Wednesday of every other month at the same start time of 8:30am.

**VI. MERCYONE REPORT**

Candy Jordan presented the MercyOne Report.

## **VII. CEO UPDATE**

Mike Johnston queried the Board members as to whether or not they had any questions or if any further discussion was required for items contained in their weekly Board update emails since the previous meeting. No questions were presented and no further discussion was required.

In the interest of time and the length of the meeting, Mike indicated that the remainder of his report would be directly relevant to the closed session and discussed at that time.

## **IX. FINANCIAL REPORT**

Tara Spidle presented the financial report for September 2021:

Total gross revenue was \$3.0 million in September. September had an operating loss of \$128,859 with a net loss of \$37,469. This was primarily attributable to September being a three (3) pay period month. Larry Griffin made a motion to approve the financial report for September 2021 with a second from Teri Foster. Motion carried unanimously.

## **X. CLINICAL SERVICES AND QUALITY REPORT**

Mike Johnston presented the Board with a report (prepared by Mark Mattes) and update on current clinical initiatives as follows:

- American College of Cardiology – Chest Pain Center Accreditation Process: Our application process is now 58% complete. Relevant metrics presented include door to EKG time, door to troponin accession, heart score documentation, non-invasive ischemia evaluation, door to needle time where appropriate, and review of thirty (30)-day readmission episodes.
- Education with respect to the emergency severity index (ESI) is to be conducted with staff and providers in the Emergency Department (ED).

Quality Report:

Mike Johnston reported to the Board of Trustees on the following performance metrics for September 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, Mike provided the Board members each with a written copy of the total hospital performance improvement metrics (by department) current through the end of September 2021 and a copy of quarterly HCAHPS scores to-date.

## **XI. HR UPDATES**

Jo Beth Smith provided the HR Update as follows:

- Welcome to Daniel Diaz (EMT), Autumn Vanderflight (Cook), and Shawn Harrah (Plant Ops Mechanic);
- Congratulations to Karl Bradford for obtaining his Paramedic certification.
- The second round of interviews for our CNO candidate is scheduled for next week. She will meet with selected department heads and line staff.

## **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.

## **XIII. CLOSED SESSION**

At approximately 6:54pm, a roll call vote was called for the Board to go into closed session to discuss the following:

- Marketing and Similar Proprietary Information: Iowa Code 21.5(1)(L)

The vote results were: Denise Elefson – aye; Sheri Frost – aye; Guy Clark – aye; Linda Chastain – aye; Teri Foster – aye; Larry Griffin – aye; and Rebekah Mendenhall – aye. Those present in addition to the Board members were Mike Johnston, Tara Spidle, Jo Beth Smith, Shannon Erb, Erika Brown, and Candy Jordan.

With a consensus of the Board members obtained to do so, the Board returned to open session at approximately 8:01pm. The Board members present when the open session reconvened were Denise Elefson, Sheri Frost, Linda Chastain, Guy Clark, Teri Foster, Larry Griffin, and Rebekah Mendenhall. Others present were the same as listed above when the closed session convened. No action was required of the Board of Trustees following the return to open session.

## **XIII. ADJOURNMENT**

The meeting adjourned at 8:03pm.

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Guy Clark, Secretary