

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES

MEETING MINUTES

April 27, 2022 – 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), Kelly Barker (CNO), Jo Beth Smith (CHRO), and 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
Sheri Frost made a motion to approve the agenda and Linda Chastain made the second. Motion carried unanimously.
III. PUBLIC COMMENT
Linda Chastain noted positive comments received about improvements in Dietary.
IV. CONSENT AGENDA
Larry Griffin made a motion to approve the following Consent Agenda items with a second by Beka Mendenhall: (1) Regular Meeting Minutes March 2022 (2) March 2022 Accounts Payable (AP): \$1,320,119.00 (3) March 2022 Payroll: \$754,531.00 (4) Accounts Receivable Write-Offs March 2022: \$14,953.00. Motion carried unanimously.
V. MERCYONE REPORT
There was no MercyOne representative present at the meeting.
VI. MEDICAL STAFF REPORT
Dr. Wehling presented the Medical Staff report. The next regular meeting of the DCH Medical Staff is scheduled for Wednesday, May 18 2022.
VII. CEO UPDATE
Mike Johnston presented the CEO Update to the Board of Trustees as below: <ul style="list-style-type: none">- Update on construction progress for the new Outpatient Clinic building and second (2nd) operating room. Despite some minor issues with materials, we remain on schedule for completion in September 2022 and expect to be moved in and operational no later than November 2022.- Urology – April 27, 2022 represented the first month in which Dr. Gallagher was onsite for two (2) days. In this first additional day, he saw twenty-three (23) patients and performed one (1) surgical procedure. In May of 2022, Dr. Gallagher will switch to the second (2nd) and fourth (4th) Tuesday of

each month. As of today, both May 2022 clinic days are almost fully booked with surgical procedures scheduled for both days as well. Thus far, this supports the decision to add a second day for Dr. Gallagher as his practice here at Decatur County Hospital continues to grow and serves an important need within the community.

- A discussion was held concerning the new Tactical Paramedic Program collaboration with the Decatur County Sheriff's Office.
- With the movement to make hospital policies fully electronic via PolicyStat, Mike Johnston inquired of the Board their preference for policy reviews. As the Board is ultimately responsible for approving all of the hospital's policies, the specific process by which this is handled was the subject of discussion. Further activity to follow.

ACTION ITEMS:

Approval of Revised Organizational Chart to be Effective May 01, 2022: Teri Foster made a motion to approve the revised organizational chart as presented with a second from Larry Griffin. Motion carried unanimously.

VIII. FINANCIAL REPORT

Tara Spidle presented the financial report for March 2022:

Total gross revenue was \$3.2 million in March 2022. March had an operating loss of \$151,242 with a net loss of \$60,751.

Linda Chastain made a motion to approve the financial reports for March 2022 with a second from Teri Foster. Motion carried unanimously.

IX. CLINICAL AND QUALITY IMPROVEMENT INITIATIVES

Kelly Barker updated the Board as to current clinical and quality improvement initiatives as follows:

Our information submission for chest pain accreditation is generally complete and currently under review. Performance metrics for March 2022 were reviewed with the Board of Trustees. These metrics include the following:

- Door to EKG time less than ten (10) minutes;
- Door to Troponin Accession;
- Heart score documentation;
- Non-invasive ischemia evaluation discussion with the primary care provider;
- "Door-In, Door-Out" times for STEMI patients;
- "Door to Needle" time; and
- Review of any thirty (30)-day episodes of readmission.

Kelly reported to the Board of Trustees on the following quality indicators for March 2022:

- Quality Assurance/ Performance Improvement (QAPI) departmental-specific quality measures;
- 30-day readmissions;
- Medical error tracking;
- Adverse drug events;

- Patient falls;
- 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;
- Antibiotic “time-outs” performed during morning patient rounds;
- Hand hygiene monitoring; and
- Interdisciplinary Bedside Rounding

X. HR UPDATES

Jo Beth Smith provided the HR Update as follows:

- DCH hosted eleven (11) job shadow students on April 27, 2022. They rotated through various departments to learn about the different aspects of jobs within the hospital setting and the educational requirements to work in them.
- March 2022 employee turnover data.
- Welcome to Nancy Peterson, part time admissions clerk and to Kendra Euritt, full time LPN in the Outpatient Clinic.
- Jo Beth expressed her appreciation for her twenty-four (24) years at Decatur County Hospital as she comes to her retirement. The Board of Trustees thanked her for her many years of service to the hospital and the community and wished her well in the future.

XI. 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.

XII. CLOSED SESSION

At approximately 6:23pm, a roll call vote was called for the Board to go into closed session for discussion under the following exemptions:

- Iowa Code 21.5(1)(L); and
- Iowa Code 21.5(1)(J).

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, Kelly Barker, Jo Beth Smith, Shannon Erb, and Dr. Wehling.

With a consensus of the Board members obtained to do so, the Board returned to open session at approximately 6:50pm. 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.

After the return to open session, Sheri Frost made a motion to authorize the Chief Executive Officer to proceed with the action discussed during the closed session. Rebekah Mendenhall made the second. Motion carried unanimously.

XIII. ADJOURNMENT

The meeting adjourned at 6:55pm.

Guy Clark, Secretary