

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES
MEETING MINUTES
May 25, 2022 – 5:30pm

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

ABSENT: Larry Griffin

OTHERS PRESENT: Mike Johnston (CEO), Tara Spidle (CFO), Kelly Barker (CNO), Shannon Erb (Chief Human Resources and Marketing Officer), 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

Guy Clark made a motion to approve the agenda and Sheri Frost made the second. Motion carried unanimously.
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III. PUBLIC COMMENT

Linda Chastain and Rebekah Mendenhall each commented separately on positive experiences in the Emergency Department of which they had been made aware.
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IV. CONSENT AGENDA

Guy Clark made a motion to approve the following Consent Agenda items with a second by Rebekah Mendenhall: (1) Regular Meeting Minutes April 2022 (2) April 2022 Accounts Payable (AP): \$1,050,662.00 (3) April 2022 Payroll: \$487,952.00 (4) Accounts Receivable Write-Offs April 2022: \$70,969. Motion carried unanimously.
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<i>Note: The April 2022 Board Minutes were approved subject to the correction of one (1) minor, typographical error which did not alter the content of the minutes themselves.</i>
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V. MERCYONE REPORT

Candy Jordan presented the MercyOne report.

VI. MEDICAL STAFF REPORT

Dr. Wehling presented the Medical Staff report. The Decatur County Hospital Medical Staff held their regular meeting on Wednesday, May 18 2022 beginning at 8:30am. During that same meeting, the following appointments et. al. were unanimously approved by the Medical Staff:
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<u>Medical Staff Appointments:</u>

Kalee Gerdes, PA (Oncology)

Haytham Kwaji, MD (Endocrinology)

Cory Wiederin, CRNA

<u>Medical Staff Reappointments:</u>

Stephen Barnes, DO (ED/ Hospitalist)

Jeff Hartung, DO (ED/ Hospitalist)

From Provisional to Full Status:

Tawnya Bauch, ARNP (Oncology)

Scott Hoffman, DO (ED/ Hospitalist)

Additional Privileges:

Ashley Brown, ARNP (Dermatology)

Dr. Wehling noted the approval of the Medical Staff for the above referenced appointments, reappointments, status changes, and additional privilege request. He recommended that the Board of Trustees confirm the same. Sheri Frost made a motion to approve the appointments et. al. as previously described and Teri Foster made the second. Motion carried unanimously.

Dr. Wehling additionally discussed our new full time ED/ Hospitalist provider, Dr. Lonny Miller, who will join DCH beginning on or about August 15, 2022 as well as current education initiatives with respect to the use of ultrasound in the Emergency Department.

VII. CEO UPDATE

Mike Johnston presented the CEO Update to the Board of Trustees as below:

- As part of their Board packet, the Trustees received a copy of the results of the recent recertification survey conducted at Decatur County Hospital between May 02, 2022 and May 05, 2022 by the Iowa Department of Inspection and Appeals. The State Fire Marshal conducted a Life Safety Inspection at the facility on May 06, 2022 and this report was also included in the Board packet for the members to review. The Board of Trustees has no questions concerning either report.
- Mike Johnston discussed the planned hospital diversion and power outage scheduled to begin at 11:00pm on May 26, 2022. The expected duration is approximately one (1) hour while the electrical systems of the existing hospital building are connected to those of the new Outpatient building now under construction. With the time required to complete the work and restart sensitive electrical equipment within the facility, the hospital is scheduled to be fully operational again by approximately 1:30am on May 27, 2022.
- Dr. Lonny Miller, a new full-time physician in the ED/ Hospitalist role, is scheduled to start work at Decatur County Hospital in the week of August 15, 2022.

ACTION ITEMS:

Approval of the Resolution for the Appointment of Deanna Stone as the Infection Prevention Nurse for Decatur County Hospital: Linda Chastain made a motion to approve with a second from Teri Foster. Motion carried unanimously.

Approval of Resolution for the Appointment of New HIPAA Privacy and Security Officers and Confirming the Reappointment of a Compliance Officer. With the retirement of Jo Beth Smith, the positions of HIPAA Privacy Officer and HIPAA Security Officer were vacated. Shannon Erb was nominated to the Board as the hospital's new HIPAA Privacy Officer and Stacy Webb was nominated as the new HIPAA Security Officer. Tara Spidle

was reappointed to the role of Compliance Officer for Decatur County Hospital. Sheri Frost made a motion to approve both appointments and the reappointment with a second from Linda Chastain. Motion carried unanimously.

Approval of Contract Buy-Out for Elizabeth Allen, ARNP (Rheumatology): Elizabeth Allen, ARNP is the hospital's current provider for Rheumatology services. After negotiation, a contract was agreed to whereby she will become a full-time employee of Decatur County Hospital beginning in August of 2022. A buy-out of her existing contract from her current employer, Premier Specialty Network (PSN), in the amount of \$15,000 is required. Linda Chastain made a motion to approve the buy-out as stated with a second by Teri Foster. Motion carried unanimously.

Approval of Coolief RF Generator Purchase for Interventional Pain Management: Mike Johnston presented the Board of Trustees with a request to purchase the referenced piece of equipment new for \$35,500.00. This machine is used during radio frequency ablation procedures by Jay Brewer, CRNA as part of his interventional pain management clinic/ program. Sheri Frost made a motion to approve the purchase and Teri Foster made a second. Motion carried unanimously.

Approval of the Mercy Management and Affiliation Agreement for July 01, 2022 to June 30, 2024. The current Mercy Management and Affiliation Agreement expires on June 30, 2022 and a renewal agreement for the period stated was submitted to the Board for approval. Guy Clark made a motion to approve with a second from Rebekah Mendenhall. The motion carried by majority vote with Linda Chastain voting against.

VIII. FINANCIAL REPORT

Tara Spidle presented the financial report for April 2022:

Total gross revenue was \$3.6 million in April 2022. April had an operating gain of \$143,613 with a net gain of \$235,303.

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

ACTION ITEMS:

Acceptance and Approval of the Final Audit Report for Fiscal Year (FY) 2021: Sheri Frost made a motion to accept and approve the final FY 2021 Audit Report with a second from Linda Chastain. Motion carried unanimously.

Approval of Seim Johnson to Conduct the FY 2022 Audit and to Prepare and Submit the FY 2022 Cost Report: Guy Clark made a motion to approve and Rebekah Mendenhall made the second. Motion carried unanimously.

Approval of the Hospital Budget for Fiscal Year 2023: Guy Clark reported that the Finance Committee of the Board of Trustees met on May 25, 2022 at 4:00pm with Mike Johnston and Tara Spidle to review the hospital budget for FY 2023. It was the recommendation of the committee that the Board accept and approve the FY 2023 budget as presented and Guy Clark made a motion to do so. Teri Foster made the second and the 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 April 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 eschemia 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 April 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

Kelly Barker reviewed the Quality Assurance/ Performance Improvement departmental scorecard with the Board of Trustees. A written copy of the scorecard was provided to the Board of Trustees as well.

X. HR AND MARKETING REPORT

Shannon Erb provided the HR and Marketing Report as follows:

- Congratulations to Jennifer Barker, LPN, COTA as 2022 Daisy Award winner for Decatur County Hospital. Jennifer was nominated by her peers along with Ali Boswell, RN, BSN, Raven Perkins, RN, Christel Wehling, RN, and Elise Wells, RN, BSN.
- March 2022 employee turnover data.
- Welcome to Gabby Burdess (Cook), Dallas Burdess (Cook), and Katelyn Gibbs (Admissions Clerk).

Shannon 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.

Upcoming Events:

- Dine with DCH on June 07, 2022 will feature Dr. Kawji (Endocrinology) and Linda Klejch (Dietician and Certified Diabetic Educator).
- One June 16, 2022, the hospital will be co-hosting an event at the Lamoni Public Library as part of their summer reading kick-off program.

XI. CLOSED SESSION

At approximately 6:29pm, 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; and Rebekah Mendenhall – aye. Those present in addition to the Board members were Mike Johnston, Tara Spidle, Kelly Barker, Shannon Erb, Candy Jordan, and Dr. Wehling.

With a consensus of the Board members obtained to do so, the Board returned to open session at approximately 7:01pm. The Board members present when the open session reconvened were Denise Elefson, Sheri Frost, Linda Chastain, Guy Clark, Teri Foster, 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. Guy Clark made the second. Motion carried unanimously.

XIII. ADJOURNMENT

The meeting adjourned at 7:03pm.

Guy Clark, Secretary