

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES

MEETING MINUTES

November 30, 2022 – 5:30pm

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

ABSENT: None

OTHERS PRESENT: Mike Johnston (CEO), Tara Spidle (CFO), Kelly Barker (CNO), Shannon Erb (Chief Human Resources and Marketing Officer), Dr. Ed Wehling (Chief of the Medical Staff), and Cheryl Zach. Ms. Zach was elected to the DCH Board of Trustees in November 2022 with her term to commence in January 2023. Mike Trachta (MercyOne) attended the meeting electronically (Zoom) arriving at approximately 6:30p.m.

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 as presented and Teri Foster made the second. Motion carried unanimously.

III. PUBLIC COMMENT

Linda Chastain provided community feedback received as to the services provided by the DCH Outpatient Clinic and the Rehabilitation Department. Denise Elefson initiated a short discussion regarding the care of VA patients. She also reported that a new EMT class will start in Lamoni on January 19, 2023.

IV. CONSENT AGENDA

Teri Foster made a motion to approve the following Consent Agenda items with a second by Larry Griffin: (1) Regular Meeting Minutes October 2022 (2) October 2022 Accounts Payable (AP): \$1,671,540.00 (3) October 2022 Payroll: \$541,097.00 (4) Accounts Receivable Write-Offs October 2022: \$133,212.66. Motion carried unanimously.

V. PRESENTATION OF DRAFT FISCAL YEAR (FY) 2022 AUDIT REPORT

Randy Hoffman from Eide Bailly (formerly Seim Johnson) presented the Board of Trustees with the draft audit report for FY 2022 and a brief discussion followed. The final audit report is expected in January or February of 2023. Randy departed the meeting following his presentation and the aforementioned discussion.

VI. BOARD MEMBERS – OATH OF OFFICE AND DOCUMENT SIGNING

Based on the results of the November 2022 election for the Hospital Board of Trustees, the oath of office was administered to Denise Elefson, Sheri Frost, Guy Clark, Teri Foster, Larry Griffin, and Cheryl Zach. The appropriate documents related thereto were signed and notarized following the oath administration.

VI. MERCYONE REPORT

There was no MercyOne report presented at the meeting. Mike Trachta from MercyOne attended the meeting (Zoom) but did not arrive until approximately 6:30 p.m.

VII. MEDICAL STAFF REPORT

Dr. Wehling gave the Medical Staff Report. A regular meeting of the Decatur County Hospital Medical Staff was held on November 09, 2022 at 8:30 a.m. Dr. Wehling provided a summary of the meeting and noted the Medical Staff's approval of the medical staff appointments, reappointments, telemedicine providers, and movement from provisional to full status as listed on page two (2) of the Board meeting agenda.

VIII. CEO UPDATE

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

Update Items:

- Mike reminded the Board of Trustee members to complete their 2022 Board Self-Assessment Survey so that data could be compiled and available for the January 2023 regular meeting.

Action Items:

- **Approval of Revised Organization Chart:** Guy Clark made the motion to approve the revised chart as presented with a second from Larry Griffin. Motion carried unanimously.
- **Medical Staff Appointments et. al.:** Linda Chastain made a motion to approve the Medical Staff appointments, reappointments, telemedicine providers, and move from provisional to full status as reflected by page two (2) of the Board agenda. Teri Foster made the second. Motion carried unanimously.

IX. FINANCIAL REPORT

Tara Spidle presented the financial report for October 2022:

Total gross revenue was \$3.56 million in October 2022. September had an operating gain of \$82,008.00 with a net gain of \$176,377.00.

Linda Chastain made a motion to approve the financial report for October 2022 with a second from Beka Mendenhall. Motion carried unanimously.

Action Items:

- **Resolution Naming Depositories:** Tara Spidle provided the Board of Trustees with an updated Resolution Naming Depositories resulting from Great Western Bank's acquisition and subsequent name change by and to First Interstate Bank. Sheri Frost made a motion to approve and Beka Mendenhall made the second. Motion carried unanimously.

X. CLINICAL AND QUALITY IMPROVEMENT INITIATIVES

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

Chest Pain performance metrics 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; and
- "Door to Needle" time.

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

- Medical error tracking;

- Adverse drug events;
- Patient falls;
- Blood incompatibility;
- Foreign objects retained after surgery;
- Air embolisms;
- Stage III or IV pressure ulcers; and
- Blood culture contamination rates for October 2022.

XI. HR AND MARKETING REPORT

Shannon Erb provided the HR and Marketing Report as follows:

- October 2022 employee turnover data.
- Welcome to Rick Cowden (Floor Tech) and Megan Woods, RN.

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.

XII. CLOSED SESSION

At approximately 6:41p.m., 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)(I).

The vote results were: Denise Elefson – aye; Sheri Frost – aye; Linda Chastain – aye; Guy Clark – aye; Teri Foster – aye; Larry Griffin – aye; and Rebekah Mendenhall – aye. Those present in addition to the Board members were Mike Johnston and Mike Trachta. Mike Johnston left the closed session at approximately 7:12 p.m.

With a consensus of the Board members obtained to do so, the Board returned to open session at approximately 7:39 p.m. 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. Mike Trachta was also present when the Board reconvened in open session.

Following the return to open session, the Board approved the CEO's compensation package for the coming year. Linda Chastain made the motion with a second from Sheri Frost. Motion carried unanimously.

XI. ADJOURNMENT

The meeting adjourned at 7:42 p.m.

Guy Clark, Secretary