

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES

MEETING MINUTES

February 22, 2023 – 5:30pm

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

ABSENT: None

OTHERS PRESENT: Mike Johnston (CEO), Tara Spidle (CFO), Kelly Barker (CNO), Shannon Erb (Chief Human Resources and Marketing Officer), Dr. Maher Loutfi (Neurologist), and Kassi Hoxmeier (MercyOne – via Zoom)

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 Teri Foster made the second. Motion carried unanimously.

III. PUBLIC COMMENT

Denise Elefson reported that the school nurse position in Lamoni is currently open.

IV. CONSENT AGENDA

Sheri Frost made a motion to approve the following Consent Agenda items with a second by Rebekah Mendenhall: (1) January 2023 Regular Meeting Minutes (2) January 2023 Accounts Payable (AP): \$2,621,495.00(3) January 2023 Payroll: \$565,485.00 (4) January 2023 Accounts Receivable Write-Offs: \$59,817.00. Motion carried unanimously.

V. MEDICAL STAFF REPORT

Dr. Wehling was absent due to a previously planned vacation. In his stead, Dr. Loutfi presented a report to the Board of Trustees on the current state and growth of the Neurology program at Decatur County Hospital. Discussion noted that reports from various sources place the wait time to see a Neurologist in Des Moines between six (6) and eight (8) months. As a result, the program at DCH with its expanded days (from five (5) to eight (8) beginning in February 2023) is attracting patients from a wide service area and we are seeing a significant increase in both patient volumes and referrals. Dr. Loutfi advocated to the Board that they approve the purchase of the electroencephalogram (EEG) machine as listed on the agenda. From a non-surgical perspective, the addition of this equipment adds one missing component to create a very comprehensive Neurology service offering at Decatur County Hospital. Following a brief discussion, Dr. Loutfi departed the meeting.

VI. PUBLIC HEARING – PROPOSED COUNTY BUDGET FOR FISCAL YEAR (FY) 2024

Denise Elefson opened the public hearing on the proposed county budget for FY 2024 at approximately 5:42pm. She stated that the Leon Journal-Reporter published timely notice of the hearing as required by law on February 08, 2023. No member of the public were noted present for the hearing. The Board received copies of the proposed FY 2024 county budget in their packets prior to the meeting and had an opportunity for review and to ask any questions. Mike Johnston noted for the Board that as the public had been previously assured, there was no change to the tax (mil) rate from the previous budget year. Ms. Elefson asked the assembled members of the Board of Trustees if they received objections or comments either verbally or in writing from any member(s) of the public. No such objections or comments were reported by any Board member. With no members of the public present and no

comments or objections received through the Board of Trustees, the public hearing closed. Teri Foster made a motion to approve the county budget as presented and Guy Clark made the second. Motion carried unanimously.

VII. CEO UPDATE

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

Action Items:

- **Approval of Purchase – Cadwell EEG Unit:** The acquisition cost of the equipment as quoted us \$25,216.69 with an approximate two (2) to four (4) week lead time. While the purchase price includes training on the specific equipment, it is exclusive of training for hospital personnel on conducting the actual EEG testing. This is currently being negotiated separately through a third-party but is estimated to cost around \$5,000.00. Sheri Frost made a motion to approve the purchase and Rebekah Mendenhall made the second. Motion carried unanimously.
- **Disposal of the Existing Stress Testing Equipment (Treadmill and Computer):** The existing stress test treadmill is currently out of service and non-functional. Given the age of the unit, it is impractical to repair it and a replacement system is currently under consideration. Mike Johnston requested that the Board approve disposal of the current equipment. The unit is approximately twelve (12) years old having been purchased in 2011 at a cost of \$8,355.00. It is fully depreciated. Guy Clark made a motion to approve the disposal of the equipment with a second from Teri Foster. Motion carried unanimously.

VIII. FINANCIAL REPORT

Tara Spidle presented the financial report for January 2023 as follows:

Total gross revenue was \$3.16 million in January 2023. Operating loss of \$138,836.00 with a net loss of \$30,780.00.

Larry Griffin made a motion to approve the financial report for January 2023 with a second from Sheri Frost. Motion carried unanimously.

IX. 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 January 2023:

- 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 through December 2022.

X. HR AND MARKETING REPORT

Shannon Erb provided the HR and Marketing Report as follows:

- January 2023 employee turnover data.
- Welcome to Karen Richardson, MT (Lab), Paige Phillips, PM (EMS) and Geordon Roberts (Lab).

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.

XI. CLOSED SESSION – Iowa Code 21.5(1)(L)

At approximately 6:15pm, 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)

The vote results were: Denise Elefson – aye; Sheri Frost – aye; Guy Clark – aye; Teri Foster – aye; Larry Griffin – aye; Rebekah Mendenhall – aye; and Cheryl Zach – aye. Those present in addition to the Board members listed were Mike Johnston, Tara Spidle, Kelly Barker, and Shannon Erb.

With a consensus of the Board members to do so, the Board returned to open session at approximately 7:36pm. Those present at the time were the same as listed above when the Board of Trustees entered closed session.

Following the return to open session, Sheri Frost made a motion to approve the Strategic Plan as presented and Teri Foster made the second. Motion carried unanimously.

The meeting adjourned at 7:38 p.m.

Guy Clark, Secretary