

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES
MEETING MINUTES
March 22, 2023 – 5:30pm

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

ABSENT: Rebekah Mendenhall

OTHERS PRESENT: Mike Johnston (CEO), Tara Spidle (CFO), Shannon Erb (Chief Human Resources and Marketing Officer), Dr. Ed Wehling, (Chief of the Medical Staff) and Kassi Hoxmeier (MercyOne).

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| I. CALL TO ORDER |
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| Denise Elefson called the meeting to order at 5:30 p.m. |
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| II. AGENDA APPROVAL |
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| Teri Foster made a motion to approve the agenda as presented and Guy Clark made the second. Motion carried unanimously. |
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| III. PUBLIC COMMENT |
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| There was no public comment. |
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| IV. CONSENT AGENDA |
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| Teri Foster made a motion to approve the following Consent Agenda items with a second by Larry Griffin: (1) February 2023 Regular Meeting Minutes (2) February 2023 Accounts Payable (AP): \$21,208,742.32 (3) February 2023 Payroll: \$538,052.00 (4) February 2023 Accounts Receivable Write-Offs: \$404.00. Motion carried unanimously. |
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| V. PUBLIC HEARING – INFUSION AREA RENOVATION PROJECT |
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| Denise Elefson opened the public hearing on the proposed Infusion Area Renovation Project at approximately 5:33pm. She stated that the Leon Journal-Reporter published timely notice of the hearing as required by law on March 15, 2023. No members of the public were noted present for the hearing. Ms. Elefson asked the assembled members of the Board of Trustees if they received objections or comments verbally or in writing from any member of the public. The Board members present reported no such objections or comments. Mike Johnston presented the Board of Trustees with a description of the plans, specifications, form of contract, and estimated costs for this project. The hospital received sealed bids from three (3) general contractors that were opened in a meeting on March 21, 2023 beginning at 2:00pm. The bids of each contractor met the definition for a “responsive” bidder in accordance with Iowa law and Breiholz Construction was the lowest bidder at \$718,500. Mike further presented the Board members with a written, due diligence report as to a determination on whether Breiholz met the definition of a “responsible” bidder as required by Iowa law. Background investigation revealed no disqualifying information. The only item outstanding was reference checks. Mike Johnston reported that he requested the perspective contractor to provide him with no less than three (3) references from projects completed in no more than the last two (2) years. Telephone calls will be scheduled once the references are received. With no members of the public present and no comments or objections received through the Board of Trustees, the public hearing closed and the Board proceeded to the action items as follows: |
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| <ul style="list-style-type: none">- Resolution Adopting Plans, Specifications, Forms of Contract, and Estimated Costs for the Infusion Area Renovation Project: Larry Griffin made a motion to approve the resolution as presented and Teri Foster made the second. Motion carried unanimously. |
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- **Resolution Awarding the Construction Contract for the Infusion Area Renovation Project:** Mike Johnston requested that the Board of Trustees approve this resolution, awarding the construction contract to Breiholz Construction contingent on the successful completion of the aforementioned reference checks and the absence of disqualifying information revealed because of those same checks. Larry Griffin made a motion to approve the resolution under the parameters described immediately above and Sheri Frost made the second. Motion carried unanimously.

VI. MEDICAL STAFF REPORT

Dr. Wehling presented the Medical Staff report. The DCH Medical Staff held its regular meeting on March 15, 2023. Dr. Wehling gave a summary of the meeting and noted the Medical Staff's approval of staff appointments, reappointments, and telemedicine privileges as follows:

Appointments:

W. Keith Barnhill, CRNA

Christine Drake, ARNP (Oncology)

Reappointments:

Matthew Trump, DO (Pulmonology)

Brian Dumstorff, CRNA

Susan Schoening, CRNA

Melissa Snyder, CRNA

Mindy Gingery-Miller, CRNA

Sandra Hall, ARNP (Cardiology)

Zeeshan Jawa, MD (Oncology)

Earle Pescatore, DO (Uro-Gynecology)

Jessica Stark, DDS

Paul Novak, MD (Hospitalist)

Nathan Allen, DO (Hospitalist)

Telemedicine (ITP):

Tara Kane, PMHNP

Teri Foster made a motion to approve the providers listed above with second from Guy Clark. Motion carried unanimously.

Dr. Wehling voiced his support to the Board of Trustees for the Infusion Area Renovation Project; noting his opinion that it would have a positive impact on patient care and the patient experience.

VII. CEO UPDATE

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

The EEG equipment approved for purchase by the Board of Trustees at their regular meeting in January 2023 has been received and set-up by the vendor. Staff training on the unit is scheduled for the second (2nd) week of May 2023. Once the training is complete, the new service of on-site EEG testing can commence immediately.

Neurology: March 2023 marks the second (2nd) month of our expanded Neurology clinic offering with eight (8) working days of on-site coverage per month as opposed to the previous five (5). Dr. Loutfi's March 2023 schedule has one hundred thirty-five (135) patients to-date scheduled for service. Response has been extremely positive especially as providers in surrounding areas learn of this availability versus four (4) to eight (8) month wait times in Des Moines.

Paramedicine: The Paramedicine program currently has ten (10) active patients with an additional ten (10) in the process of being brought in for a prospective total of twenty (20). Endocrinology patients have been added to the eligibility for Paramedicine coverage in addition to chronic Emergency Department (ED) patients as we continue to grow this valuable community service.

Action Items:

- **Approval of 2022/ 2023 Community Health Needs Assessment (CHNA) Implementation Plan:** Larry Griffin made a motion to approve the purchase and Teri Foster made the second. Motion carried unanimously.
- **Resolution Adopting the Decatur County, Iowa Hazard Mitigation Plan, January 2023:** Sheri Frost made a motion to approve the disposal of the equipment with a second from Guy Clark. Motion carried unanimously.

VIII. FINANCIAL REPORT

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

Total gross revenue was \$2.9 million in February 2023. Operating loss of \$77,185.00 with a net gain of \$18,928.00.

Larry Griffin made a motion to approve the financial report for February 2023 with a second from Teri Foster. Motion carried unanimously.

IX. CLINICAL AND QUALITY IMPROVEMENT INITIATIVES

Kelly Barker was not present for the meeting; however, PowerPoint slides prepared prior were available with the applicable report and information available. Mike Johnston updated the Board as to current clinical and quality improvement initiatives through the use of the aforementioned PowerPoint:

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.

Mike reported to the Board of Trustees on the following quality indicators for February 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 February 2023.

X. HR AND MARKETING REPORT

Shannon Erb provided the HR and Marketing Report as follows:

- February 2023 employee turnover data.
- Welcome to Michael Hayes, EMT, Kelsey Sorter, CNA, Tammy Simmons, CNA, Diane Van Laar (EVS), and Brittney Lehman (EVS).

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. MERCYONE REPORT

Kassi Hoxmeier gave the MercyOne report.

The meeting adjourned at 6:20pm.

Guy Clark, Secretary