

DECATUR COUNTY HOSPITAL BOARD OF TRUSTEES
MEETING MINUTES
October 25, 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), Shannon Erb (Chief Human Resources and Marketing Officer), Ed Wehling, DO (Chief of the Medical Staff), Mike Trachta (MercyOne), and Randy Hoffman* (Eide Bailey).

Randy Hoffman was present only until after the audit report presentation after which he departed the meeting.

I. CALL TO ORDER

Denise Elefson called the meeting to order at 5:30pm.

II. AGENDA APPROVAL

Mike Johnston requested to add an item to the meeting agenda – “Approval of Sale of Morton Storage Building to Infinity Health and Order to Set Public Hearing on the Same”. This item to be added to the “CEO Report” section of the published agenda.

Larry Griffin made a motion to approve the agenda as amended and Cheryl Zach made the second. Motion carried unanimously.

III. CONSENT AGENDA

Teri Foster made a motion to approve the following Consent Agenda items with a second by Sheri Frost: (1) September 2023 Regular Meeting Minutes (2) September 2023 Accounts Payable (AP): \$1,070,704.00 (3) September 2023 Payroll: \$515,047.00 (4) September 2023 Accounts Receivable Write-Offs: \$226.00. Motion carried unanimously.

IV. PRESENTATION OF DRAFT FISCAL YEAR (FY) 2023 AUDIT REPORT

Randy Hoffman from Eide Bailey presented the Board of Trustees with the draft audit report for FY 2023 and a brief discussion followed. Randy Hoffman departed the meeting following his presentation and the aforementioned discussion.

V. MEDICAL STAFF REPORT

Dr. Wehling presented the Medical Staff Report to the Board. He indicated that there was no meeting of the Active Medical Staff in October 2023 but discussed several training initiatives currently underway with providers and clinical staff to include:

- Invasive and non-invasive techniques to include, but not necessarily limited to, central line placement, arterial lines, and ventilator use/ management; and
- Treatment of patients with renal disorders.

VI. MERCYONE REPORT

Mike Trachta gave the MercyOne Report.

VII. CEO REPORT

Action Item: Approval of Sale of Morton Storage Building to Infinity Health and Order to Set Public Hearing on the Same.

Decatur County Hospital currently owns a “Morton”-style storage building that sits on the campus of Infinity Health at 302 NE 14th Street, Leon IA. The hospital owns the building itself; however, Infinity owns the land on which it sits and have made a request through their CEO, Samantha Cannon, to purchase the building. Mike Johnston reported to the Board of Trustees that the building is used only for storage and since the construction of the new maintenance shop across Church Street from the hospital, is no longer used frequently. He stated there was no objection from Administration if the Board determined to sell the structure. An appraisal report was presented at that time and reviewed by the Board. In accordance with state law, a public hearing would need to be scheduled; following which the Board of Trustees could make a final determination and, if applicable, approve the sale by resolution.

After a brief discussion, Sheri Frost made a motion to approve the sale of the building and to order a public hearing be set regarding the same. In order to ensure compliance with public notice as to the schedule of the hearing, it was recommended that it coincide with next regular meeting of the Board of Trustees on November 29, 2023. Rebekah Mendenhall made the second and the motion carried unanimously. The Chief Executive Officer was instructed to set the hearing date and publish notice in a timely manner as required by law.

VIII. FINANCIAL REPORT

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

Total gross revenue was \$3.1 million in September 2023. Operating loss of \$135,804.00. A net loss of \$25,611.00 was realized after tax revenue. Larry Griffin made a motion to approve the financial report for September 2023 with a second from Guy Clark. Motion carried unanimously.

IX. CLINICAL AND QUALITY REPORT

Mike Johnston presented the clinical and quality reports for September 2023 as prepared by hospital staff as follows:

- Medical error tracking;
- Adverse drug events;
- Patient falls;
- Blood incompatibility;
- Foreign objects retained after surgery;
- Air embolisms;
- Stage III or IV pressure ulcers;
- Blood culture contamination rates through September 2023; and
- A written report from the Quality Coordinator on current initiatives.

A written report prepared by the Infection Prevention Nurse was presented to the Board of Trustees by Mike Johnston with respect to the following:

- The results of the hospital’s ICAR survey by the Iowa Department of Public Health on August 15, 2023 and follow-up items related thereto;
- Community outreach activities related to hand hygiene;
- Annual TB risk assessment;
- Infection control audits of indwelling catheter insertions, central line dressing changes, and donning/ doffing of PPE;
- Antimicrobial Stewardship meeting held on October 25, 2023; and
- The next Infection Prevention meeting is scheduled for November 15, 2023 following Medical Staff.

X. HR AND MARKETING REPORT

Shannon Erb provided the HR and Marketing Report as follows:

- September 2023 employee turnover data.
- Welcome to new employees: Mike Durell (PRN Van Driver), Misty Skinner (Admit Clerk), Jessie Ricker, CNA, Laura Henderson, LPN, and Angela Allton, CNA.

Shannon presented the marketing report for September 2023 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

At approximately 6:39pm, a roll call vote was called for the Board to enter closed session for discussion under the following exemption(s):

- Iowa Code 21.5(1)(i): Personnel. **The closed session was requested by the individual/ personnel member to be discussed.*

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 were Mike Johnston and Mike Trachta. Mike Johnston left the closed session at approximately 7:01pm.

With a consensus of the Board members obtained to do so, the Board returned to open session at approximately 7:28pm on the same date. The Board members present when the open session reconvened were Denise Elefson, Sheri Frost, Guy Clark, Teri Foster, Larry Griffin, Rebekah Mendenhall, and Cheryl Zach. Mike Trachta was also present when the Board reconvened in open session.

Following the return to open session, the Board accepted MercyOne’s recommendation as to the CEO’s compensation package for the coming year. Sheri Frost made the motion to accept/ approve with a second by Cheryl Zach. Motion carried unanimously.

XII. ADJOURNMENT

The meeting adjourned at 7:30pm.

Guy Clark, Secretary