

Winneshiek Medical Center Board of Trustees Minutes

Wednesday, December 7, 2022

Conference Room B2/B3

4:00-5:30 p.m.

Minutes

<u>Topic</u>	<u>Presenters</u>	<u>Purpose</u>
Call to Order	Clark Goltz, Chairperson	
Clark Goltz, Chairperson, called the meeting to order at 4:00 p.m.		
Moment for Mission	Steve Slessor,	Information
Thanks were shared to the Senior Health Insurance Information Program volunteers for all they do for the community members during Medicare open enrollment and all year round.		
Welcome New and Potential Trustees	Clark	Information
The Trustees welcomed Jan Heikes, Mark Jensen, and Britt Rhodes to the Board Meeting.		
Auxiliary Annual Report	Laurie Bulman	Information
The Auxiliary Annual Report was presented, sharing an update on membership status, fundraisers completed in 2022, gift shop statistics, and how the Auxiliary gives back to departments at WMC.		
WMC Bylaws	Clark	Action
Updates to the Winneshiek Medical Center Bylaws were included in the Trustees packets.		
Action: Motion was made by Karl Jacobsen, seconded by Karen McLean to approve the updates to the Bylaws. All other voting aye. Motion carried.		
Foundation	Steve	Action
Action: Motion was made by Steve Hildebrand, seconded by Karl Jacobsen to appoint Rick Burras to serve a three-year term and reappoint Kerbie Dahlen and Heidi Miller-Olinger to another three year term. All other voting aye. Motion carried.		
Committee Assignments	Clark	Action
Action: Motion was made by Karen McLean, seconded by Tim Schweizer to assign officers and committee membership for 2023-2024 as listed below. All other voting aye. Motion carried.		
o President: Clark Goltz		
o Vice President: Karen McLean		
o Secretary/Treasurer: Justin Gullekson		
1. <u>Finance Committee</u>		
• Justin Gullekson – Chair		
• Mark Jensen		
2. <u>Board Governance Committee</u>		
• Clark Goltz - Chair		
• Jan Heikes		
3. <u>Quality and Patient Safety Committee</u>		
• Karen McLean - Chair		
• Britt Rhodes		
4. <u>Foundation Representatives</u>		
• Karl Jacobsen		
5. <u>Board Representative to the Medical Staff</u>		
• Board Member (rotating)		
Consent Agenda	Clark, Goltz, Chairperson	Approval
Action: Motion was made by Karen McLean, seconded by Steve Hildebrand to approve the Board Minutes, Board Finance Committee Minutes, and Medical Executive Committee Minutes. All other voting aye. Motion		

carried.		
Board Education: Industry Challenges & Strategic Next Steps	Steve Slessor	Information
Information was shared on industry changes with workforce and financials, how they are affecting WMC and steps WMC is taking to address the challenges.		
Department Presentation: Home Health/Hospice	Nancy Haberichter	Information
An overview of the Home Health and Hospice Department was shared, reviewing the staff members, patient statistics, and the department strategic dashboard.		
Appoint New Trustee	Clark	Action
Action: Motion was made by Karen McLean, seconded by Tim Schweizer to appoint Jan Heikes to fulfill the remainder of Lora Friest’s term through December 2024. All other voting aye. Motion carried.		
October Finance Report	Ben Stevens, Chief Financial Officer	Information
The Income Statement and Balance Sheet were reviewed. Inpatient revenues for the month were above budget by \$150,738 (11.95%). Outpatient revenues for month were \$657,754 (6.43%) above budget. Total Gross Patient Revenue was \$731,567 above budget for the month (5.17%). Total operating income for the month was a profit of \$16,598. Revenues in excess of expenses for the month was a profit of \$165,321. Cash decreased by \$348,940 from the prior month. \$220,505 was spent on routine capital. \$214,321 was spent on strategic capital items for the “Transforming Tomorrow” project.		
Foundation Updates	Karl Jacobsen, Trustee	Information
The Annual Fund campaign is underway.		
Administrative Reports	Leadership Team	Information
<p>Chief Administrative Officer Steve Slessor reported:</p> <ul style="list-style-type: none"> • Board Orientation for new Trustees is being planned and will be scheduled for January. <p>Chief Medical Officer Dr. Tom Marquardt reported:</p> <ul style="list-style-type: none"> • A Dermatologist recently visited WMC who will be moving forward with a formal interview. <p>Chief Financial Officer Ben Stevens reported:</p> <ul style="list-style-type: none"> • The cost reports was finalized and submitted. • The Finance Committee approved updates to the WMC capital policy to change the requirement for Board approval to greater than \$100,000 for budgeted and greater than \$50,000 for unbudgeted. <p>Chief Nursing Officer Kathy Moritz reported:</p> <ul style="list-style-type: none"> • Doing well with nursing staffing. <p>Administrator of Operations Dave Rooney reported:</p> <ul style="list-style-type: none"> • Many recruitment efforts continue. • Staffing challenges currently in the Lab and Respiratory Therapy. <p>Director of Human Resources Laurie Bulman reported:</p> <ul style="list-style-type: none"> • No questions 		
Executive Session	Clark Goltz, Chairperson	Approval

At 5:35 p.m., Board members went into Closed Session pursuant to Iowa code 21.5 (1) (l) to discuss patient care quality and process improvement initiatives in a meeting of a public hospital.

Motion: Made by Karen McLean, seconded by Steve Hildebrand to enter a Closed Session. Roll Call Vote: Jacobsen, aye; McLean, aye; Schweizer, aye; Goltz, aye; Hildebrand, aye; Gullekson, aye. Motion carried.

Return to Regular Session	Clark Goltz, Chairperson	Approval
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At 5:55 p.m. Board members returned to regular session.

The Medical Staff Report was included in the packet.

Action: Motion made by Karen McLean, seconded by Tim Schweizer to appoint, grant membership and privileges as listed on the Medical Staff Report. All voting aye. Motion carried.

Adjournment		
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The meeting adjourned at 5:59 p.m.

Action: Motion made by Tim Schweizer, seconded by Steve Hildebrand to adjourn the meeting. All voting aye. Motion carried.

Members || O = Absent, X = Present

Clark Goltz, Chairman	X	Steve Hildebrand, Board member	X	Dave Rooney, Administrator of Operations	X	Eric Crockett, Regional Chair of Admin-MCHS SEMN	O
Karen McLean, Vice-Chair	X			Kathy Moritz, Chief Nursing Officer	X	Dr. Albright, MCHS SEMN Regional Vice President	O
Tim Schweizer, Secretary-Treasurer	X	Steve Slessor, Chief Administrative Officer	X	Ben Stevens, Chief Financial Officer	X	Kristin Johnson, MCHS SEMN Vice-Chair Administration	O
Justin Gullekson, Board member	X	Thomas Marquardt, DPM, Chief Medical Officer	X	Anna Ryan, MD, President, Medical Staff	X		
Karl Jacobsen, Board member	X	Laurie Bulman, Director of Human Resources	X	Rachel Schmitt, Executive Assistant	X		

Guests: Paul Scott, Decorah News; Nancy Haberichter

Recording: Rachel Schmitt, Executive Assistant

Justin Gullekson, Secretary