

WinnMed Board of Trustees Minutes
Wednesday, October 4, 2023
Conference Room B2/B3
4:00-5:30 p.m.

Minutes

Topic	Presenters	Purpose
Call to Order	Clark, Chairperson	
Clark, Chairperson, called the meeting to order at 4:00 p.m.		
Moment for Mission	Kathy Moritz	Information
Kathy shared a heartfelt message from a family thanking the team for the care they received.		
Consent Agenda	Clark, Goltz, Chairperson	Approval
Action: A motion was made by Justin Gullekson, seconded by Jan Heikes, to approve the Board Minutes, Board Finance Committee Minutes, Medical Executive Committee Minutes, Compliance Committee Minutes, and Policy approvals. All other voting, aye. Motion carried.		
Transforming Tomorrow Project	Josh Ripplinger	Information
Josh Ripplinger, from Wold, presented an update on the Transforming Tomorrow project. 2017 was the first draft of the master facility plan. Since that time, quite a few updates and adjustments have been made. Josh shared the design, including the mother & baby suite, surgery, central sterile processing, and the primary care areas. Josh and Ben shared the benefits of Dirtt walls, including the efficiencies of the prefabricated concept. Value engineer assessments from internal and external areas were completed, which provided valuable insights. The assessment included testing to ensure rigidity and the durability of the materials being used for the project.		
Accreditation & Compliance Annual Compliance Report	Carmen Krivachek	Approval
We are validating the master contract list to ensure an accurate list of contracts. We will implement an electronic system to manage these in the future. We hired PYA to conduct an external risk assessment of our compliance program. The focus will be on compliance management, risk management, OIG work plan, vendor contract management, and EMTALA. Action: A motion was made by Karen McLean, seconded by Britt Rhodes, to approve the Annual Compliance Report as presented. All other voting, aye. Motion carried.		
Audit Presentation	Joe Splinter	Approval
Joe Splinter presented the FY23 Audit. Joe did share that a single audit will be completed in a separate report due to a rule on single audit requirements. The Board requested clarification on our significant deficiencies. The Board was informed that since WinnMed does not have its own CPA, Joe and his team are required to complete the audit. Ben and his team then review the audit and ensure it matches at year-end. The Finance Committee shared that they had the opportunity to speak with Joe. Questions about the Transforming Tomorrow project were asked, which left the committee optimistic about the future. Context and value were added to the knowledge of the IPERS contributions and how to communicate that to the public. Action: A motion was made by Justin Gullekson, seconded by Mark Jensen, to approve the FY2023 Financial Audit as presented. All other voting, aye. Motion carried.		
Surgical Wet Procedure Room Risk Assessment	Kathy Moritz	Approval
Action: A motion was made by Britt Rhodes, seconded by Justin Gullekson, to approve the Surgical Wet Procedure Room Risk Assessment as presented. All other voting, aye. Motion carried.		
IPAC Program Supervisory Appointment	Kathy Moritz	Approval
Action: A motion was made by Jan Heikes, seconded by Britt Rhodes, to approve the IPAC Program Supervisory Appointment of Maggie Busta as presented. All other voting, aye. Motion carried.		

North Parking Lot Expansion	Ben Stevens	Approval
<p>WinnMed distributed bids on 9/19/2023 with a bid date of 10/3/2023 at 10:00 AM. WinnMed received bids from 5 different vendors. Skyline producing the most favorable bid.</p> <p>Depending on the amount of contingency needed in the project, WinnMed leadership will utilize capital contingency reserves to fund the remaining portion of the project. The project would start construction the week of 10/9/2023. The floor was open for public opinion, no comments were made.</p> <p>Action: Motion was made by Karen McLean, seconded by Karl Jacobsen, to accept the bid from Skyline Enterprises for \$427,387.23. All other voting, aye. Motion carried.</p>		
August Finances	Ben Stevens	Information/Discussion
<p>Ben did a brief overview of the August financials. August was a great rebound from July. Over all Inpatient revenues for the month were below budget. Outpatient revenues for the month were \$1,146,627 (10.6%) above budget; this is due to high ED volumes which also directly impacted Radiology services. CT had a record breaking day in August due to ED volumes.</p>		
Foundation Updates	Karl Jacobsen	Information/Discussion
<p>Knutson Trust is being discussed on how to best utilize their gift. Gift recognition plaques are in the ED entrance and on the wall by the main entrance donor wall. We anticipate this year's campaign will support the OB renovation. Norman Bradish Fund has transitioned to different management. The foundation will either receive a lump sum payment or continue with 2 payments per year (\$300 per payment for a total of \$600/year). These funds have supported the private rooms on the inpatient floor.</p>		
Administrative Reports	Leadership Team	Information
<p>Chief Administrative Officer Steve Slessor reported:</p> <ul style="list-style-type: none"> Discussions on safety report that was included in the Administrator report. This will be included moving forward. <p>Chief Medical Officer Dr. Marquardt:</p> <ul style="list-style-type: none"> No updates: <p>Chief Financial Officer Ben Stevens:</p> <ul style="list-style-type: none"> Mayo DME does not cover oxygen services. Working on what we can do to support oxygen services on a more efficient basis. <p>Chief Nursing Officer Kathy Moritz reported:</p> <ul style="list-style-type: none"> No updates. <p>Administrator of Operations Dave Rooney reported:</p> <ul style="list-style-type: none"> No updates. <p>Director of Human Resources Laurie Bulman reported:</p> <ul style="list-style-type: none"> Hosted over 30 people in our Welcome to Medicare event last night. 		
Executive Session	Clark Goltz, Chairperson	Approval
<p>At 5:51 p.m., Board members went into Closed Session pursuant to Iowa code 21.5 (1) (I) To discuss patient care quality and process improvement initiatives in a meeting of a public hospital.</p> <p>Met in closed session to discuss credentialing. Intent: To evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session.</p> <p>IPAC Quarterly Report was discussion in closed session. Intent: To discuss patient care quality and process</p>		

improvement initiatives in a meeting of a public hospital or to discuss marketing and pricing strategies or similar proprietary information in a meeting of a public hospital, where public disclosure of such information would harm such a hospital's competitive position when no public purpose would be served by public disclosure

Motion: Made by Jan Heikes, seconded by Britt Rhodes to enter a Closed Session. Roll Call Vote: Gullekson, aye; McLean, aye; Jacobsen (virtual), aye; Rhodes, aye; Jensen, aye; Heikes, aye; Goltz, aye. Motion carried.

Return to Regular Session	Clark Goltz, Chairperson	Approval
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At 6:02 p.m. Board members returned to regular session.

Action: Motion made by Justin Gullekson, seconded by Mark Jensen to appoint, grant membership and privileges as listed on the Medical Staff Report. All voting, aye. Motion carried.

Adjournment

The meeting adjourned at 6:02 p.m.

Action: Motion made by Justin Gullekson, seconded by Jan Heikes to adjourn the meeting. All voting, aye. Motion carried.

Members || O = Absent, X = Present

Clark Goltz, Chairman	X	Jan Heikes, Board member	X	Dave Rooney, Administrator of Operations	X	Eric Crockett, Regional Chair of Admin-MCHS SEMN	O
Karen McLean, Vice-Chair	X	Mark Jensen, Board member	X	Kathy Moritz, Chief Nursing Officer	X	Dr. Albright, MCHS SEMN Regional Vice President	O
Justin Gullekson, Secretary-Treasurer	X	Steve Slessor, Chief Administrative Officer	X	Ben Stevens, Chief Financial Officer -	X	Kristin Johnson, MCHS SEMN Vice-Chair Administration	O
Britt Rhodes, Board member	X	Thomas Marquardt, DPM, Chief Medical Officer (Virtual)	X	Catherine Nelson, DO President, Medical Staff	X	BreAnna Sovereign, Executive Assistant	X
Karl Jacobsen, Board member (Virtual)	X	Laurie Bulman, Director of Human Resources	X				

Guests: Carmen Krivachek, Kate Klimesh, Maggie Busta, Greg Bedner (Virtual), Josh Ripplinger, and Joe Splinter (Virtual)

Recording: BreAnna Sovereign, Executive Assistant

Justin Gullekson, Secretary