

**WinnMed Board of Trustees Minutes**

**Wednesday, June 5, 2024**

**Conference Room B**

**4:00 – 6:00 p.m.**

**Minutes**

<b><u>Topic</u></b>	<b><u>Presenters</u></b>	<b><u>Purpose</u></b>
<b>Call to Order</b>	C. Goltz, Chairperson	
Clark Goltz, Chairperson, called the meeting to order at 4:00 p.m.		
<b>Moment for Mission</b>	K. Moritz	Information
Kathy highlighted the Daisy Award and our first recipient, Ellie Kuenne. Kathy also shared a submission for a MedSurg RN, Toni Kurtze.		
<b>Consent Agenda</b>	G. Goltz, Chairperson	Approval
<b>Action:</b> A motion was made by Mark Jensen seconded by Jan Heikes, to approve Board Minutes, Board Committee Minutes, Medical Executive Committee Minutes, and Policy Approvals. All other voting, aye. Motion carried.		
<b>Board Education/Discussion – Governance of Quality Assessment Tool</b>	K. McLean, Vice Chairperson	Information
Karen shared information on the Institute for Healthcare Improvement’s Governance of Quality Assessment Tool. This assessment was recommended by Dr. James Moses. The Trustee’s and Leadership are encouraged to complete the assessment and submit responses to BreAnna.		
<b>Board Education/Discussion – Statewide Trends, Issues &amp; Advocacy</b>	C. Mitchell	Information
Chris Mitchell, President and CEO of the Iowa Hospital Association, presented an IHA overview and shared IHA’s strategic and policy priorities for FY24 and FY25. Chris encouraged the Board to be a strong advocate and voice healthcare concerns with local government officials.		
<b>Capital Request – Storz Urology Surgical Equipment</b>	K. Moritz	Approval
This capital request was initially in the FY25 budget; however, with the delay in the nutrition project (moving from FY24 to FY25), we have available funds to complete this request in FY24. <b>Action:</b> Motion made by Karen McLean, seconded by Justin Gullekson to approve the capital request for the Storz Urology Surgical Equipment as presented. All voting, aye. Motion carried.		
<b>April Finances</b>	B. Stevens	<b>Information</b>
April was a busy month. Outpatient revenues for the month were 18% above budget. Net patient revenues were above budget. Operating expenses over budget, primarily driven by supplies. This is anticipated as our volumes continue to increase. Total operating income for the month was a loss of \$150,000. Bottom line for the month was ~\$90,000 profitable. Cash increased from the prior month, second month in a row. Accounts receivable increased.		
<b>FY25 Budget</b>	B. Stevens	<b>Action</b>
Ben gave thanks to all Department Directors, as well as Andy Bernhard, for their coordination and dedication to the budget. Budgeting \$4 Million in routine capital. Anticipating 60 total capital projects, compared to 20 capital projects last year. Projects totaling greater than \$200,000 were reviewed. \$20.9 Million in strategic capital, \$183,000 of that will be for the Mayo Dialysis Emergency Power. Revenue budget, anticipate a 3% price increase. While we anticipate growth in most areas, we do anticipate continued decrease revenues with skilled patients. Projecting \$10.76 Million increase in net patient revenues from FY24. Projecting \$10 Million increase in total operating expenses from FY24. Non-operating		

revenues are projected to decrease from FY24. Overall projecting \$97 Million in net patient revenues in FY25 and anticipating just under \$2 Million operating income. A total bottom line of about \$4 Million projected in Revenues for FY25. Anticipate 120 days cash on hand, three-day variance from the feasibility study.

The Finance Committee spent significant time reviewing the budget with Ben and completed a side-by-side comparison to the feasibility study. With that, the Committee shared their support for the budget as presented.

**Action:** Motion made by Mark Jensen, seconded by Jan Heikes to approve the FY25 Budget as presented. All voting, aye. Motion carried.

<b>Foundation Updates</b>	K. Jacobsen	Information
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The Foundation was awarded a grant from our local Wal-Mart for recycling education and bins. A follow up thank you will be going out to all our 2023 Annual Fund donors highlighting the OB renovation. Amy Breitsprecher donated memorial money to several WinnMed departments.

<b>Administrative Reports</b>	Leadership Team	Information
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**Chief Administrative Officer**

Steve Slessor:

- Introduced Emily Jensen, administrative Intern that will be with us for the summer.
- Possible special board meeting in June for Credentialling.

**Chief Medical Officer**

Dr. Marquardt:

- Recruitment update: Our Orthopedic recruit has officially accepted. Our Rheumatology candidate has not signed however we remain confident. This will be a shared position with LaCrosse. We plan to reach out to our second General Surgery candidate. Our ER Physician declined our offer.

**Chief Financial Officer**

Ben Stevens:

- “Ship to Bill to” is a program that we are exploring to leverage our 340B with our retail pharmacy.
- Construction is going well. Rain has been a bit of a barrier. First OB mockup walk through scheduled for tomorrow.

**Chief Nursing Officer**

Kathy Moritz:

- Public Health in Winneshiek County is stepping away from in home nursing visits at the end of June. We anticipate ~30 patient referrals. We have admitted eight at this time. We will try to help as many patients as we can.

**Administrator of Operations**

Dave Rooney:

- Completed over 500 sport physicals onsite at Upper Iowa and Luther.
- Kudos to our Department Directors for really running and owning their efforts to build on the organization’s strategic tactics.
- Recruiting an APP in the ED.

**Director of Human Resources**

Laurie Bulman reported:

- Annual benefits open enrollment kicked off today.
- Third year in a row no increase on healthcare premiums for us as the employer or for our employees.
- Building out details on the staff wage adjustments.

<b>Executive Session</b>	C. Goltz, Chairperson	Approval
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At 5:56 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.

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.

Patient Safety, Patient Experience, and Performance Excellences updates held in closed session. Intent: To discuss patient care quality and process 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 Karl Jacobsen, seconded by Karen McLean to enter a Closed Session. Roll Call Vote: Goltz, aye; Gullekson, aye; McLean, aye; Jacobsen, aye; Jensen, aye; Heikes, aye, Rhodes, aye. Motion carried.

<b>Return to Regular Session</b>	C. Goltz, Chairperson	Approval
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At 6:11 p.m. Board members returned to the regular session.

**Action:** Motion made by Karl Jacobsen, seconded by Jan Heikes to appoint, grant membership and privileges as listed in the Medical Staff Report. All voting, aye. Motion carried.

**Action:** Motion made by Karen McLean, seconded by Britt Rhodes to approve the Quality Assurance and Performance Improvement (QAPI) as presented. All voting, aye. Motion carried.

<b>Adjournment</b>	C. Goltz, Chairperson	Approval
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**Action:** Motion made by Mark Jensen, 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	Laurie Bulman, Director of Human Resources	X
Karen McLean, Vice-Chair	X	Mark Jensen, Board member	X	Kathy Moritz, Chief Nursing Officer	X	Karl Jacobsen, Board member	X
Justin Gullekson, Secretary-Treasurer (Virtual)	X	Steve Slessor, Chief Administrative Officer	X	Ben Stevens, Chief Financial Officer -	X	BreAnna Sovereign, Executive Assistant	X
Britt Rhodes, Board member	X	Thomas Marquardt, DPM, Chief Medical Officer	X	Catherine Nelson, DO President, Medical Staff	X		

**Guests:** Chris Mitchell, Tasha Croell, Alexander Rosenow, Emily Jensen

Recording: BreAnna Sovereign, Executive Assistant

Justin Gullekson, Secretary