

WinnMed Board of Trustees Minutes

Wednesday, August 7, 2024

Conference Room B

4:00 – 6:00 p.m.

Minutes

<u>Topic</u>	<u>Presenters</u>	<u>Purpose</u>
Call to Order	C. Goltz, Chairperson	
Clark Goltz, Chairperson, called the meeting to order at 4:00 p.m.		
Introduction – Brittane Samuelson	Dr. Marquardt	Information
Dr. Marquardt introduced Dr. Brittane Samuelson to the Board. Dr. Samuelson is WinnMed’s first full-time hospitalist and currently covering her first rotation. Dr. Samuelson knew WinnMed was where she wanted to be and is happy to be here.		
Moment for Mission	Jean Irvin	Information
Jean Irvin shared a patient story that truly reflects how our staff live out the organization’s mission with our patients every day. Diabetic Education and Nutrition Services were able to team up and help a 33-year-old completely change his lifestyle and own his success story.		
Consent Agenda	G. Goltz, Chairperson	Approval
Action: Motion made by Justin Gullekson, seconded by Mark Jensen to approve Board Minutes, Board Committee Minutes, Medical Executive Committee Minutes, Compliance Committee Minutes, and Policy Approvals. All other voting, aye. Motion carried.		
Foundation – Gift Name Opportunity Agreement	H. Kanengieter	Approval
Holly presented the Gift Naming Opportunity Agreement to the Board of Trustees. Action: Motion made by Britt Rhodes, seconded by Jan Heikes to approval the Gift Naming Opportunity Agreement as presented. All voting, aye. Motion carried.		
Foundation Naming Levels	H. Kanengieter	Approval
The Foundation is proposing the following dollar amounts for naming levels: Clinic Waiting Area \$100,000; OB-Nursery \$75,000; OB-Birthing Suite \$50,000; Clinic Patient Care Rooms \$10,000. The Board recommended the following to be consider by the Foundation: <ul style="list-style-type: none">• An “honor of” donation opportunity• Naming opportunities for a wing/suite• Consider naming a room after historic donors• Evaluate Surgical naming opportunities Action: Motion made by Mark Jensen, seconded by Britt Rhodes to approval the Foundation Naming Levels as presented. All voting, aye. Motion carried.		
Foundation Updates	H. Kanengieter	Information
Holly shared the general brochure that will be utilized for their fund-raising campaign and donor recognition over the next two years. The Foundation was awarded the Winneshiek County Foundation grant. These dollars were utilized to purchase a cuddle cot. The Foundation plans to purchase new bassinets once the OB renovations are complete. Guy Johnson endowment is under review to begin utilizing the interest sooner rather than continue to try to grow the endowment.		
Appoint a Foundation Representative	C. Goltz, Chairperson	Approval
Deferred to next month.		

Board Education: Todd Linden Education Session Topics	C. Goltz, Chairperson	Discussion
<p>Todd Linden has agreed to complete another education session. Trustee’s continue to have interest in learning about community involvement. Steve will obtain a list of additional topics from Todd Linden for the board to consider.</p> <p>Topics to consider:</p> <ul style="list-style-type: none"> • Interaction opportunities with medical staff • Community involvement <p>Possible future education session with another presenter:</p> <ul style="list-style-type: none"> • Staff retention 		
Board Education: Developing a Digital Strategy	E. Jensen	Information
<p>Emily Jensen completed a presentation on Digital Strategy. Nationwide healthcare trends show greatest area of impact are with virtual health, digital front door, and within advanced analytics. Emily shared the benefits and ways WinnMed organization could leverage digital strategy techniques now and in the future as the organization grows.</p>		
Transforming Tomorrow Update, Graham	J. Archer	Information
<p>Jordan Archer provided a Transforming Tomorrow Construction update:</p> <ul style="list-style-type: none"> • Surgery Center: Foundation is complete. Steel framing is going up. Overall things are progressing well and on schedule. • OB: Anticipate construction to conclude at mid/end of December 2024. Next milestone will be completion of above ceiling inspections. • Finances: 50% of construction contingency remaining: \$900,000. From a budget standpoint we are sitting OK as the initial phase of the project is the most critical for identifying the need for contingency usage. • Milestones: Procurement of the Air handling unit. 		
Accreditation and Compliance Quarterly Update	S. Slessor	Information
<p>Steve presented on Carmen’s behalf. We are preparing for the Laboratory biennial survey, anticipating this to occur in January and March 2025. Also preparing for the Critical Access Hospital, Home Health and Hospice, and Durable Medical Equipment surveys, which are anticipated to occur between August and December 2025. A lot of work is being done with the Compliance Workplan. The work being done is in response to the external compliance risk assessment that was conducted last fall. Will continue to educate staff on updates as they happen. Education for the Board will be brought to the September Board meeting.</p>		
Capital Request – Dialysis Emergency Power Lease	B. Stevens	Approval
<p>Capital request presented for \$183,900 for the completion of emergency generator power capabilities to Mayo Dialysis. Mayo Clinic will pay this dollar figure back over a seven-year lease extension with most payback being made in the early years of the lease extension.</p> <p>Action: Motion made by Mark Jensen, seconded by Jan Heikes to approve the capital request for \$183,900 and to enter into a seven-year lease agreement with Mayo clinic. All voting, aye. Motion carried.</p>		
May Finances	B. Stevens	Information
<p>May: Inpatient revenue below budget due to patient days being down. Outpatient revenue above budget. Retail Pharmacy continues to be above budget. Net patient revenue for the month was about \$480,000 above budget. Medicaid Direct Payment program is anticipated to close out at \$3,700,000. Overall, we had a</p>		

\$703,000 operating income for the month of May. Total bottom line for year to date \$3.99 million. Cash increased by \$3.1 million, which increased days cash on hand by 9 days.

Administrative Reports	Leadership Team	Information
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Chief Administrative Officer

Steve Slessor:

- Lot of work being done with the PSA/MSA transition. Assessing the physician compensation plan, developing an employee agreement, and developing a physician benefit package. All these items will come to the board for approval once complete.
- Karen gave kudos to the Marketing Department for their work with the PSA/MSA changes.

Chief Medical Officer

Dr. Marquardt:

- Steve and Dr. Marquardt have met with all the physicians regarding the recent changes. Overall, these meetings have been very positive. Our providers not only enjoy the organization but the community as well.
- Dr. Zack, Dermatology, will be here tomorrow for initial pre-employment work. He officially starts in June of 2025.

Chief Financial Officer

Ben Stevens:

- A potential opportunity to revamp our surgical floorplans to allow for greater storage space and the opportunity for greater growth opportunities in the future. More information to come at a later date.

Chief Nursing Officer

Kathy Moritz:

- Bev Rustad celebrated 35 years of service at WinnMed.
- 20+ Public Health patients transition to WinnMed Home Health services. We had about 800 more visits in the month of June than budgeted.

Director of Human Resources

Laurie Bulman reported:

- Steve highlighted WinnMed’s 12% turnover rate, 2% better than prior year and well above the Iowa Hospital Association averages.
- We anticipate employee surveys will be conducted in October.

Executive Session	C. Goltz, Chairperson	Approval
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At 5:49 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 Karen McLean, seconded by Mark Jensen to enter a Closed Session. Roll Call Vote: Goltz, aye; Gullekson, aye; McLean, aye; Jensen, aye; Heikes, aye, Rhodes, aye. Motion carried.

Return to Regular Session	C. Goltz, Chairperson	Approval
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At 6:06 p.m. Board members returned to the regular session.

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

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

Guests: Amy Schlake, Emily Jensen, Maggie Busta, Holly Kanengieter, Seth Boyes, Jordan Archer, Christopher Miculinich, Dr. Brittane Samuelson, Jean Irvin

Justin Gullekson, Secretary

Recording: BreAnna Sovereign, Executive Assistant