

Crawford County Memorial Hospital

**Board of Trustees**

November 20, 2023

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, November 20, 2023, in Hospital Board Room D at Crawford County Memorial Hospital, Denison, Iowa.

Present on site during the meeting were David Reisz, Vernon Sid Leise, Amy Schultz, Jon Schuttinga, Jay Mendlik, Heather Rasmussen (Chief Quality & Ancillary Services Officer), Rachel Melby (CFO), Erin Muck (CEO), Theresa Sheer (CNO), Dr. David Wright (Chief of Staff) and Heather Wight (Recorder). In addition, Dr. Melissa Willenborg (left at 5:36 p.m.), Dr. Michael Luft (Chief Medical Officer left at 6:14 p.m.), Terry Welker (Executive Director of Human Resources arrived at 5:34 p.m. and left at 5:41 p.m.), Dana Neemann (Director of Education & Patient Experience left at 6:44 p.m.), Danielle Watts (Director of Med/Surg left at 6:44 p.m.), Brooke Schwery (Staff RN), and Dan Mundt (Denison Free Press). Not in attendance was Dr. David Wright (Chief of Staff).

Present via Webex was Katie Carlson (Dorsey & Whitney LLP joined at 6:27 p.m.)

**CALL TO ORDER:** The Board of Trustees meeting was called to order at 5:31 p.m. by Mendlik.

**APPROVAL OF PREVIOUS MONTH'S MINUTES**

A motion was made by Reisz, second by Schuttinga, to approve the October 20, 2023, minutes as presented. Motion carried unanimously.

**COMMUNITY**

**Board Chair Comments**

Mendlik shared we have a pretty light agenda, and with Thanksgiving coming this week he would like to thank the Board for all of their work throughout the year and excited for the year to come. Mendlik would also like to thank the CCMH employees for their continued hard work.

**Public Comments**

There were no public comments.

**QUALITY CARE AND SERVICES**

**Quality Committee Report**

- Rasmussen gave a brief update of the Quality Committee activities including feedback from the Patient and Family Advisory Council (PFAC).
- Recommend Board action regarding Medical Staff Accountable Care Committee recommendations for approval of Medical Staff privileges and appointment/re-appointment applications.

**Medical Staff Report**

Luft gave a summary of the recent Medical Staff meeting which including the conclusion of the paperwork for Kiron ambulance which allows them to transfer patients and the rollout of the Mobile Integrated Health initiative.

**PATIENT EXPERIENCE**

**5-Star Journey Update**

Muck deferred comment to her CEO report.

**PEOPLE**

**Credentialing**

A motion was made by Schultz, second by Leise, to approve Medical Staff appointment of Handke, Shull and Willenborg and reappointments of Andrews and Bourne as presented. Motion carried unanimously.

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**Mission Committee Report**

Muck shared a recap of the Mission Committee meeting including the attendance at the HCSEC in Orlando and recruitment progress.

**GROWTH**

**Department Reports**

**Med Unit**

Watts shared the past year's department activities. Some highlights include implementation of the Huddle Board and the creation of the clothing closet for patients in need with assistance from the Good Samaritan Thrift Shop. They are also revising the new hire orientation process.

**OB**

Schwery shared the recent staff education opportunities including the trauma nurse course and child birthing class.

**CEO Report**

Muck shared the CEO report and feedback from the Custom Learning Systems Healthcare Service Excellence Conference.

**FINANCIAL STABILITY**

**Finance Committee Report**

1. Total Payroll & Accounts Payable of \$2,968,956.18 for payment.

A motion was made by Reisz, second by Schultz, to approve the financial report, total payroll, and accounts payables in the amount of \$2,968,956.18. Motion carried unanimously.

**Baxter Health Corporation**

Melby shared the proposed 5-year contract for purchasing vaporizer gas for anesthesia services with Baxter Health Corporation.

A motion was made by Leise, second by Schuttinga, to approve the signing of the 5-year contract with Baxter Health Corporation. Motion carried unanimously.

**Main Street Health**

Melby shared the proposal of adding Main Street Health health navigators to the clinic. The navigators will assist with care coordination, patient education and value-based care activities. The addition of the navigators will come at no cost to CCMH but does require a 5-year agreement.

A motion was made by Leise, second by Schultz, to approve the Main Street Health contract. Motion carried unanimously.

**EXECUTIVE SESSION PURSUANT TO IOWA CODE – Legal Matters**

**Open Session – Possible Action**

The Board went into Closed Session at 6:44 p.m. with a motion made by Schultz, second by Schuttinga. Motion carried unanimously. Members present during the closed session were Jay Mendlik, David Reisz, Vernon Sid Leise, Amy Schultz, Jon Schuttinga, Erin Muck (CEO).

Present via Webex was Katie Carlson (Dorsey & Whitney LLP).

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A motion was made at 7:58 p.m. by Leise, second by Reisz, to return the Board to Open Session. Motion carried unanimously.

No action was taken.

**ADJOURNMENT**

A motion was made by Schultz, second by Schuttinga, that the meeting be adjourned at 7:58 p.m. Motion carried unanimously.