

Crawford County Memorial Hospital

## **Board of Trustees**

August 28, 2023

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, August 28, 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, Jay Mendlik, Heather Rasmussen (Chief Quality & Ancillary Services Officer), Rachel Melby (CFO), Erin Muck (CEO), Theresa Sheer (CNO), and Heather Wight (Recorder). In addition, Terry Welker (Executive Director of Human Resources), Terry Brockman (Laboratory Manager left at 6:02) and Dan Mundt (Denison Free Press). Not present were Amy Schultz, and Dr. David Wright (Chief of Staff).

The Board would like to recognize the passing of Tom Gustafson and therefore a vacant seat on the Crawford County Memorial Hospital Board of Trustees.

**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 Leise, to approve the July 31, 2023, minutes as presented. Motion carried unanimously.

### **COMMUNITY**

#### **Public Comments**

No public comments were heard.

#### **Board Chair Comments**

Mendlik shared the busy upcoming calendar with lots of good things happening.

### **QUALITY CARE AND SERVICES**

#### **Quality Committee Report**

- Rasmussen gave a brief update of the Quality Committee activities.
- Recommend Board action regarding Medical Staff Accountable Care Committee recommendations for approval of Medical Staff privileges and appointment/re-appointment applications.

#### **Medical Staff Report**

Muck gave a summary of the recent Medical Staff meeting.

### **PATIENT EXPERIENCE**

#### **5-Star Journey Update**

Muck gave an update on the 5-Star Journey.

### **PEOPLE**

#### **Credentialing**

A motion was made by Leise, second by Reisz, to approve Medical Staff appointment of Gengel and reappointments of D. Ramos, Rupiper, Bowen, Priluck, Markus, SJ Liu, T. Ramos as presented. Motion carried unanimously.

#### **Mission Committee Report**

Muck shared a recap of the Mission Committee Report.

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**Board Vacancy – Recommendation / Action**

Section 4 of the Board of Trustees By-Laws states:

Vacancies in the Board of Trustees may be filled by appointment, until the next general election, to fill the vacancy by the remaining members of the Board of Trustees or, if few than three Trustees remain on the Board, by the Board of Supervisors for the period until the vacancies are filled.

A motion was made by Reisz, second by Leise to nominate Jon Schuttinga as the appointed member to the Board of Trustees until the next general election. The motion carried unanimously.

**Committee assignments for new board member**

The Board Chair approved Jon Schuttinga to take the committee assignments of Tom Gustafson. Therefore, Schuttinga will be on the Mission Committee.

**GROWTH**

**Department Reports**

- **Radiology**  
Rasmussen shared the progress of the process reviews and updates.
- **Laboratory**  
Brockman shared upgrades to testing equipment in the department.

**CEO Report**

Muck shared the upcoming review at committee meetings of the board bylaws and fiduciary policy as advised by the hospital attorney. We would like to invite Kathi Gustafson to the next board meeting to recognize Tom Gustafson for his years of service on the hospital board.

**FINANCIAL STABILITY**

**Finance Committee Report**

1. Total Payroll & Accounts Payable of \$3,030,545.16 for payment.

A motion was made by Reisz, second by Leise, to approve the financial report, total payroll, and accounts payables in the amount of \$3,030,545.16. Motion carried unanimously.

**Capital Purchase – ENT/Cataract Surgical Equipment**

Due to the increase in number of ENT and cataract surgeries, additional surgical equipment needs to be purchased.

A motion was made by Leise, second by Reisz, to approve the purchase of ENT/cataract surgical equipment not to exceed the amount of \$30,000. Motion carried unanimously.

**ADJOURNMENT**

A motion was made by Reisz, second by Leise, that the meeting be adjourned at 6:38 p.m. Motion carried unanimously.