

Crawford County Memorial Hospital

Board of Trustees

October 30, 2023

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, October 30, 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, 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, Andrew Segebart (Pharmacy Manager), Dan Mundt (Denison Free Press), and Carmen Swertzic.

Present via Webex was Jon Schuttinga.

CALL TO ORDER: The Board of Trustees meeting was called to order at 5:30 p.m. by Mendlik.

APPROVAL OF PREVIOUS MONTH'S MINUTES

A motion was made by Reisz, second by Leise, to approve the September 25, 2023, minutes as presented. Motion carried unanimously.

COMMUNITY

Board Chair Comments

Mendlik spoke on the short agenda, good things happening.

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 the recent HCAHPS Fiesta Party themed celebration, PFAC activities and DNV accreditation.
- Recommend Board action regarding Medical Staff Accountable Care Committee recommendations for approval of Medical Staff privileges and appointment/re-appointment applications.

Medical Staff Report

Wright gave a summary of the recent Medical Staff meeting which included staffing updates, IT updates and the naming of Director of Anesthesia, Randy Kilnoski.

PATIENT EXPERIENCE

5-Star Journey Update

Muck gave an update on the 5-Star Journey. The following employees have been awarded the Custom Learning Systems Pinnacle Achievers Award and are in the running for the Summit Award at this year's Health Care Service Excellence Conference (HCSEC)

- Exceptional Employee, Clinical -- Danielle Watts, BSN, RN
- Exceptional Nurse -- Dana Neemann, BSN, RN
- Customer Focused Provider -- Jill Kierscht, ARNP
- Customer Focused Physician -- Michael Luft, DO

In addition to the HCSEC in November, we will also be having our Year IV Accountability Audit and are planning an internal award ceremony for submissions and nominations.

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PEOPLE

Credentialing

A motion was made by Leise, second by Schultz, to approve Medical Staff appointment of Barnhill and reappointments of Armbruster, E Simons, Guynan as presented. Motion carried unanimously.

Mission Committee Report

Muck shared a recap of the Mission Committee meeting including the DNV accreditation and continued recruiting efforts.

Board Bylaw Changes

The bylaw changes being proposed are clarification of Board member replacement and the Executive Authority Limitation Policy, which clarifies guidelines and spending amounts that are not included in the Board approved budget.

A motion was made by Leise, second by Schuttinga, to approve the Board bylaw changes. Motion carried unanimously.

GROWTH

Department Reports

Pharmacy

Segebart shared new patient education initiative and the recent HVAC upgrade to the pharmacy to compliance requirements.

340B

Segebart shared the hiring of Rita Keiner as 340B Coordinator and the recent savings of the program.

CEO Report

Muck shared the CEO report. She shared the current EMR and master facility planning progress.

FINANCIAL STABILITY

Finance Committee Report

1. Total Payroll & Accounts Payable of \$3,003,221.68 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 \$3,003,221.68. Motion carried unanimously.

Executive Authority Limitation Policy

Muck shared the Executive Authority Limitation Policy, which would increase the CEO spending limit from \$25,000 to \$75,000 for purchases that are not included in the Board approved budget. It also addresses creating an Executive level position and decisions regarding lawsuits.

A motion was made by Schultz, second by Leise, to approve the Executive Authority Limitations Policy. Motion carried unanimously.

ADJOURNMENT

A motion was made by Schultz, second by Schuttinga, that the meeting be adjourned at 6:15 p.m. Motion carried unanimously.