

Crawford County Memorial Hospital

Board of Trustees

December 18, 2023

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, December 18, 2023, in Hospital Board Room D at Crawford County Memorial Hospital, Denison, Iowa, and via WebEx.

Present on site during the meeting were Jay Mendlik, David Reisz, Amy Schultz, Jon Schuttinga, Heather Rasmussen (Chief Quality & Ancillary Services Officer), Theresa Sheer (CNO), Dr. David Wright (Chief of Staff), Dr. Michael Luft (Chief Medical Officer), Erin Muck (CEO) and Heather Wight (Recorder). In addition, Macy Waldemar (interim HR Manager arrival at 5:33), Ana Zarazua (Medical Interpreter arrival at 5:46 and left at 6:08), Irajai Corona (Medical Interpreter arrival at 5:46 and left at 6:08) and Dan Mundt (Denison Free Press arrived at 5:43). Not in attendance were Rachel Melby (CFO) and Vernon Sid Leise.

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 Schuttinga, second by Schultz, to approve the November 20, 2023, minutes as presented. Motion carried unanimously.

COMMUNITY

2024 Board Meeting / Committee Schedule – Election of Officers – Assignment of Committees

A motion was made by Reisz, second by Schuttinga, to approve the 2024 Board Meeting / Committee Schedule as presented. Motion carried unanimously.

Election of Officers

A motion was made by Reisz, and seconded by Schuttinga, for officers to retain their positions (Mendlik as Chairperson, Leise as Vice Chair/Secretary and Schultz as Treasurer) for the coming year. Motion carried unanimously.

The committees were structured as follows:

GOVERNANCE/EXECUTIVE

Jay Mendlik – Chairperson
Sid Leise

FINANCE

Amy Schultz - Chairperson
Jon Schuttinga
Erin Muck
Rachel Melby
Provider Representative

MISSION

Jay Mendlik – Chairperson
David Reisz
Erin Muck
Provider Representative

QUALITY

Sid Leise - Chairperson
Jay Mendlik
Erin Muck
Theresa Sheer
Heather Rasmussen
Provider Representative

FOUNDATION REPRESENTATIVE

Jon Schuttinga

A motion was made by Schultz, second by Reisz, to approve the committees as presented. Motion carried unanimously.

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Board Chair Comments

Mendlik spoke on the challenging year that we have had and overcome and how overall impressed he is.

Public Comments

There were no public comments.

QUALITY CARE AND SERVICES

BioVigil Hand Hygiene Solution

Rasmussen gave a summary of the BioVigil Hand Hygiene Solution that has been implemented and its progress.

Infection Preventionist Authorization

Rasmussen gave a summary of the role of Infection Preventionist Authorization and nomination of Heather Rasmussen by the Medical Staff.

A motion was made by Schultz, second by Reisz, to approve the Infection Preventionist Authorization and nomination of Rasmussen as Infection Preventionist. Motion carried unanimously.

Medical Staff Report

Wright gave a summary of the recent Medical Staff which included BioVigil Hand Hygiene education.

PATIENT EXPERIENCE

5-Star Journey Update

Muck gave an update on our inpatient Press Ganey scores, which is where our star rating comes from, and the improvement in each domain of the clinic scores from 2022.

PEOPLE

Credentialing

A motion was made by Schuttinga, second by Schultz, to approve Medical Staff reappointment of Gregory Beyer as presented. Motion carried unanimously.

GROWTH

Department Reports

HR

Waldemar shared the progress of the interpreting software Propio, employee statistics and the creation of a clinical and non-clinical intern program.

Interpreters

Corona and Zarazua gave a summary of the services that they offer patients including returning phone calls, scheduling, and accompanying patients during appointments.

CEO Report

Muck shared that with Terry Welker retiring in January, Macy Waldemar will be interim Human Resources manager. EMR training is in full swing. The kickoff call with Main Street Health was today with middle of March for implementation and finishing up design process for the proposed building project.

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FINANCIAL STABILITY

Finance Committee Report

Due to no committee meetings in December, Muck gave a verbal finance report. November statistics are still lagging behind last years by 5.13%. As a result, Gross Patient Revenue was under budget by \$855,000. Contractual adjustments were down 42% and expenses were under budget by \$260,000. The net loss for the month was \$80,893.

1. Total Payroll & Accounts Payable of \$2,851,657.68 for payment.

A motion was made by Reisz, second by Schuttinga, to approve the financial report, total payroll, and accounts payables in the amount of \$2,851,657.68. Motion carried unanimously.

Wireless Internet Upgrade Capital Purchase

Andersen shared details regarding the need for the upgraded wireless internet and associated costs. The current wireless coverage is insufficient to support the new EMR.

A motion was made by Schuttinga, second by Schultz, to approve the capital purchase of wireless internet upgrade not to exceed \$220,000. Motion carried unanimously.

ADJOURNMENT

A motion was made by Schultz, second by Reisz, that the meeting be adjourned at 6:44 p.m. Motion carried unanimously.