

Crawford County Memorial Hospital

Board of Trustees

August 26, 2024

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, August 26, 2024, in Hospital Board Room D at Crawford County Memorial Hospital, Denison, Iowa.

Present on site during the meeting were Jay Mendlik, David Reisz, Jon Schuttinga, Amy Schultz, Theresa Sheer (CNO), Erin Muck (CEO), Dr. David Wright (Chief of Staff) and Heather Wight (Recorder). In addition, TJ Hodne (Director of Laboratory left at 6:00), Katie Tremel (Director of Radiology left at 6:00) and Dana Neemann (Director of Education and Patient Experience left at 6:19). Not present were Heather Rasmussen (Chief Quality & Ancillary Services Officer), Rachel Melby (CFO), Dr. Michael Luft (Chief Medical Officer) and Vernon Sid Leise.

CALL TO ORDER: The Board of Trustees meeting was called to order at 5:33 p.m. by Mendlik.

APPROVAL OF MINUTES

A motion was made by Reisz, second by Schuttinga, to approve the July 29, 2024, minutes as presented. Motion carried unanimously.

COMMUNITY

Board Chair Comments

We've had the privilege of celebrating some long tenures recently and we would like to share our appreciation and thanks with them for their dedication to CCMH and our community.

QUALITY CARE AND SERVICES

Quality Committee Report

- Muck gave a brief update of the Quality Committee activities including June HCHAPS scores, highlighting Cleanliness of Hospital Environment's ranking of 99%.
- 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 shared that moving forward, the coding manager will attend Medical Staff to answer questions, share additional education and talk about the top common coding errors. Cerner updates were also shared with the medical staff.

PATIENT EXPERIENCE

5-Star Journey Update

Sheer shared the annual Caregiver Engagement Survey results stayed relatively flat compared to last year even with the building project and Cerner implementation. Continuing work on the HCSEC nominations. Wayfinding and Signage continues to adapt to patient and employee feedback. More handicapped spaces have been added. During our busiest clinic hours, rides have been offered to patients via golf cart to and from their vehicle. Planning for inclement weather is in process.

PEOPLE

Credentialing

A motion was made by Schultz, second by Schuttinga, to approve Medical Staff appointments of Noel and Wieseler and the reappointments of Azpeitia and Sandeep Gupta. Motion carried unanimously.

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Mission Committee Report

Muck shared that while CRNA recruitment is ongoing, Ed Cutler has returned to full-time. There will be a general surgeon candidate on site next week for a visit. We are working with other facilities that have recently transitioned to Cerner for feedback on their processes. The Wellness Center committee meets tomorrow, and they are still waiting for the New Market Tax Credits.

GROWTH

Department Reports

Radiology

Tremel shared that they have recently added two full-time Radiologic Technologists to their team, and they have quickly become valuable assets. A new Cardiac/Vascular Sonographer will join them on September 30 to replace retired David Houle, who has been greatly missed. Additionally, they are in the process of upgrading their old CT machine, with installation expected by the end of October. They are also training new techs for MRI to increase coverage. This expansion in staff supports our growing orthopedic service line. They remain focused on improving quality measures, particularly patient wait times and report turnaround times, and are pleased to share that Alexia Miller passed her CT boards in June.

Laboratory

Hodne shared over the past year the laboratory has undergone significant changes. Terry Brockman retired on June 21, 2024, after 42 years of service, including several years as Director of Laboratory. On June 24, 2024, they implemented Cerner, which has introduced some challenges as they adapt to the new system. Despite these challenges, lab activity increased by nearly 5% in July. Staffing has been an ongoing issue, leading to the hire of two H1B employees in May 2022, who have been excellent additions. The current team includes 1 Director, 3 lab techs, 2 lab assistants, and 1 traveler, with plans to hire two more H1B employees to fill existing vacancies. They also host students to provide them with lab experience. Quality studies this year focused on ensuring blood transfusions comply with AABB guidelines. With the new role of Director, Hodne will be undergoing leadership, quality education, and patient experience training.

CEO Report

Erin shared that Dr. Ingram's farewell party is this Friday, please attend if you are able. The construction work is really getting going with the clinic canopy demo and completion of the upgraded septic system. Dr. Burkett's practice continues to do well. The next community wellness event is September 17 and 18 and the 10th annual Tri-City BBQ fest will be September 21 and 22.

FINANCIAL STABILITY

Finance Committee Report

1. Total Payroll & Accounts Payable of \$3,600,472.53 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 \$3,600,472.53. Motion carried unanimously.

EMR Update

Tabled.

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EXECUTIVE SESSION PURSUANT TO IOWA CODE

Section 21.5 (1)(i) 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. Open Session –Possible Action

The Board went into Closed Session at 6:19 p.m. with a motion made by Reisz, second by Schuttinga. Motion carried unanimously. Members present during the closed session were Jay Mendlik, David Reisz, Amy Schultz, Jon Schuttinga, Erin Muck (left and at 7:21 and returned at 8:03) and Heather Wight (recorder left at 7:21 and returned at 8:03). Present via telephone was Vernon Sid Leise (joined from 7:54 to 8:02).

A motion was made at 8:12 by Reisz, second by Schultz, to return the Board to Open Session. Motion carried unanimously.

A motion was made by Schuttinga, second by Schultz, to approve CEO salary for FY2025, bonus of up to 20% of base salary from FY2024 based on approved goals and a market increase of 4%. Motion carried unanimously.

ADJOURNMENT

A motion was made by Schultz, second by Schuttinga, that the meeting be adjourned at 8:17 p.m. Motion carried unanimously.