

Crawford County Memorial Hospital

Board of Trustees

April 29, 2024

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, April 29, 2024, in Hospital Board Room D at Crawford County Memorial Hospital, Denison, Iowa.

Present on site during the meeting were Jay Mendlik, David Reisz, Vernon Sid Leise, Amy Schultz (arrived at 5:31), Jon Schuttinga, Dr. David Wright (Chief of Staff arrived at 5:31), Heather Rasmussen (Chief Quality & Ancillary Services Officer), Theresa Sheer (CNO), Rachel Melby (CFO), Erin Muck (CEO), and Heather Wight (Recorder). In addition, Kelly Wieman (Director of Rehab Services left at 6:35), Angie Andersen (Director of IT left at 6:24), and Carmen Swertzic (arrived at 5:32 and left at 7:01). Not present was Dr. Michael Luft (Chief Medical Officer).

Present via Webex were Brandon Griffin (Graham Construction left at 6:36) and Heidi Willis (INVISION joined at 5:47 and left at 6:36).

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

APPROVAL OF MINUTES

A motion was made by Reisz, second by Leise, to approve the March 25, 2024, minutes as presented. Motion carried unanimously.

COMMUNITY

Board Chair Comments

Mendlik would like to remind everyone that we will work through the big changes and will be better for it in the end. He would also like to express the Board’s appreciation of everyone’s hard work through this time.

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 several areas that have increased their HCHAPS scores. These areas include transition of care, responsiveness of hospital staff, communication of about medicines, quietness at night and ambulatory surgery’s Top Box result was 99%. Our response rate was above the national average, which is always good.
- 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 focused mainly on Cerner updates. Some of the discussion included provider order sets and feedback on the preinstalled order sets. Training for the providers is scheduled for the middle of June.

PATIENT EXPERIENCE

5-Star Journey Update

Sheer shared that we are about halfway through our Year 5 Service Excellence Initiative training. This year, we have 2 teams of 4 frontline staff each teaching the workshops. The workshops have been well attended and have had positive feedback. Hospital week is May 13 – 17 and will have activities including a scrub top decorating contest and fashion show of the scrub tops.

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PEOPLE

Credentialing

A motion was made by Leise, second by Schuttinga, to approve Medical Staff appointment of Morse and Hassler and the reappointment of Jensen. Motion carried unanimously.

Mission Committee Report

Muck reviewed the officer scorecard and pointed out that our employee turnover rate is 1.9% this quarter with a goal of 5% or less. We are meeting all quality matrixes with inpatient scores at 90% and we are still at a 4-star hospital rating. The annual Leadership Empowerment Survey was completed and compared to previous years. The responses in 11 of the 13 questions increased. These are the highest overall score that we have ever had. To encourage open and timely communication, we have updated the senior rounding questions to focus on communication. The wellness center committee is still working on the New Market Tax credit in addition to other community fundraising efforts.

GROWTH

Department Reports

IT

Anderson gave an update on the implementation of Oracle Cerner EHR. The 'Go-live' date is set for June 24th and still on track for that date. The IT department has been tasked with managing the entire implementation of the project including workflow and integration, train the trainer and integration testing events. So far, they have conducted over 300 weekly calls with Cerner Solution consultants and over 20 project management meetings to track progress. One of the ways that patients will experience the EHR change is by the accompanying patient-focused patient portal.

Rehab Services

Weiman shared the status of the four disciplines that fall under the rehab services umbrella which are physical therapy, occupational therapy, speech therapy and recently cardiopulmonary rehab. The physical therapy department has continued to grow statistically. They have a new physical therapist starting in July. There are several local students that are in Doctor of Physical Therapy and Occupational Therapy programs or working towards them and we are hopeful that they will chose to continue their education and careers close to home.

Building Project

Griffin and Willis gave an update on the bid packages and answered questions regarding the bid process and timeline. Muck gave an update on the designation for the previous Luft building by the Department of Inspections and Appeals as Hospital Outpatient Services.

Resolution Approving Commencement of Bidding Process Trade and Materials

Resolution approving commencement of bidding process for trade and materials for the proposed hospital improvement project.

A motion was made by Reisz, second by Leise, to approve the Resolution Approving Commencement of Bidding Process Trade and Materials. Motion carried unanimously.

CEO Report

Muck shared information from her recent IHA meeting. She shared that there are approximately 7200 open healthcare positions in the state of Iowa including providers. The target date for the Medicaid Directed Payment Program second quarter payment is set for the end of May. They would like to get another payment in before the end of the fiscal year and another payment in July to get caught up and on track. These payments were decided

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using data from 2021 and the next round of payments will be using data from 2023. IHA is in process of applying to CMS to continue the program in 2025.

FINANCIAL STABILITY

Finance Committee Report

1. Total Payroll & Accounts Payable of \$2,583,597.26 for payment.

A motion was made by Schuttinga, second by Schultz, to approve the financial report, total payroll, and accounts payables in the amount of \$2,583,597.26. Motion carried unanimously.

Forecasted Financial Statements

Melby shared the financial forecast updated by Denman with the Board. This forecast is required by the USDA for the proposed construction project and is complete for five years ending June 30, 2028. Denman used a very conservative approach with the forecast assumptions and believes the proposed project is financially feasible.

EXECUTIVE SESSION PURSUANT TO IOWA CODE

Section 21.5 (1)(I) To discuss marketing and pricing strategies and proprietary information where public disclosure of such information would harm the hospital's competitive position. Open Session – Possible Action

The Board went into Closed Session at 7:24 p.m. with a motion made by Schultz, second by Leise. Motion carried unanimously. Members present during the closed session were Jay Mendlik, David Reisz, Vernon Sid Leise, Jon Schuttinga, Amy Schultz, Rachel Melby (CFO), Erin Muck (CEO), Heather Rasmussen (Chief Quality & Ancillary Services Officer), Theresa Sheer (CNO), and Heather Wight (recorder).

The closed session consisted of continued strategic planning discussions.

A motion was made at 8:26 p.m. by Schultz, second by Leise, to return the Board to Open Session. Motion carried unanimously.

No action was taken.

ADJOURNMENT

A motion was made by Schuttinga, second by Schultz, that the meeting be adjourned at 8:27 p.m. Motion carried unanimously.