

Crawford County Memorial Hospital

**Board of Trustees**

May 20, 2024

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, May 20, 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, Dr. David Wright (Chief of Staff left at 6:34), Heather Rasmussen (Chief Quality & Ancillary Services Officer), Theresa Sheer (CNO), Rachel Melby (CFO), Erin Muck (CEO), and Heather Wight (Recorder). In addition, Charles Tasler (Director of Purchasing left at 5:42) and Brooke Tasler (Director of Dietary left at 5:42). Not present were Jon Schuttinga and Dr. Michael Luft (Chief Medical Officer).

Present via Webex was Amy Schultz.

**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 April 29, 2024, minutes as presented. Motion carried unanimously.

**COMMUNITY**

**Board Chair Comments**

Mendlik shared that we should have a quick meeting with a few capital purchases in addition to the budgets. The board would like to have a moment of silence for Laverne Ambrose, who passed recently, and his family. Laverne served on the board for 16 years and was a valued member of our community.

**Public Comments**

There were no public comments.

**GROWTH**

**Department Reports**

**Purchasing**

Chuck Tasler shared an update from the purchasing department with the board. Chuck replaced Sue Mohr last July when she retired and hired Roth Neumann as his replacement. In addition to Chuck and Roth, Brigitte Harnage rounds out the department. The purchasing department handles all the capital purchases, post and receive all mail, and deliver weekly requisitions and daily supplies to over 20 departments. They are excited to work with the new software that comes with the Cerner upgrade and will have more real time tracking of inventory on hand and have a more accurate supply picture. Their training with the new system will start on Wednesday.

**Dietary**

Brooke Tasler shared that in the dietary department there are 9 employees, including herself, and 2 of those employees have over 25 years with CCMH. Brooke is a registered dietitian that oversees the nutritional needs of inpatients, does individual outpatient appointments, and will give community presentations or participate in wellness fairs. They serve approximately 80 meals per day Monday through Friday for staff and are responsible for providing meals and snacks for various meetings that are held on site in addition to serving meals for patients. One area of focus has been the quality and temperature of food with March Press Ganey scores of 99% in both categories. Patient rounding is done routinely by members of the department to get real time feedback from patients to help improve patient satisfaction.

**Board of Trustees**

May 20, 2024

**QUALITY CARE AND SERVICES**

**Quality Committee Report**

- Rasmussen gave a brief update of the Quality Committee activities including review of the March HCHAPS scores which were stellar with willingness to recommend at 96%. Our readmission rate is at 2.55% which is well below our goal of 6%, with the national average of 9%.
- 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 shared that the medical staff was updated on the interviewing process for the registered nurse utilization review opening. There was also discussion concerning Botox for medical use, utilization and associated cost and reimbursement, Cerner updates and where provider offices would be located during the renovation.

**Antibiotic Stewardship Authorization**

Rasmussen shared details of the Antibiotic Stewardship Program.

A motion was made by Leise, seconded by Reisz, to approve Andrew Segebart as lead and approval of the Antibiotic Stewardship program. Motion carried unanimously.

**PATIENT EXPERIENCE**

**5-Star Journey Update**

Sheer shared that we are continuing to work on the rollout of the 5 Star Nurse Program. Surgery has completed theirs and med/surg will be doing theirs at staff meetings. SEA trainings have been completed and everyone did a wonderful job. We recently celebrated the Daisy and Bee Awards in addition to the Hospital Week festivities. The Daisy Award winners are Lana Peterson (Med/Surg), Megan Gorham (Cardiac Rehab), and Sara Gaul (Population Health) and the Bee Award went to Karen Olson (Medical Clinic).

**PEOPLE**

**Credentialing**

A motion was made by Reisz, second by Leise, to approve Medical Staff appointment of Mardian and Patil and the reappointment of Bergh and Shered. Motion carried unanimously.

**Mission Committee Report**

Muck shared our current readmission rate is 2.55% while the national average is 9%. Our HCAHPS scores were above the 90<sup>th</sup> percentile for March and the April scores are looking to be even better. As a facility we are getting better with celebrations and this year's Hospital Week was a great success. We recently celebrated Dr. Ranniger and her nurse, Nicole Dehner, because their patient satisfaction score for the month was 99% and overall score was above 90% for the last quarter. Erin is working with Dr. Michael Luft on individual goals for providers for next year. Phone interviews with providers for the open positions are ongoing and progress will be shared when available.

**GROWTH**

**Building Project**

Muck shared that the bids have been sent out and are due June 19<sup>th</sup> with a special board meeting on July 15<sup>th</sup>. The bids will then need to be approved by the USDA prior to final board approval. Construction documents were approved by USDA and we are continuing to work on the due diligence and bond requirement paperwork. The previous Luft building down the hill is now CCMH Outpatient Services Building and Don and his OASIS team are working on the appropriate signage. The next steps are phasing logistics and meeting with IT and maintenance for anything that is needed.

**Board of Trustees**

May 20, 2024

**CEO Report**

In addition to her written report, Muck shared our emergency services department has partnered with our local police department to supply them with life saving supplies and training like Stop the Bleed. Often police are on scene first and having access to these supplies and training ensures that patients can receive care until EMS arrives to assist with improving patient outcomes of our community members.

**FINANCIAL STABILITY**

**Finance Committee Report**

1. Total Payroll & Accounts Payable of \$2,902,145.62 for payment.

A motion was made by Leise, second by Schultz, to approve the financial report, total payroll, and accounts payables in the amount of \$2,902,145.62. Motion carried unanimously.

**Capital Purchase – Network Connectivity for CCMH Outpatient Services Building**

The proposed network connectivity update will make the outpatient services building function as if it were located on the main campus by extending network, internet, and phone features.

A motion was made by Reisz, second by Schultz, to approve the purchase of additional network equipment not to exceed the amount of \$16,000. Motion carried unanimously.

**Capital Purchase – Ultrasound with Prostate Probe**

The current machine was purchased in 2016 and when the probe broke, it was discovered that there are no longer replacements made. This recommendation is supported by both Dr. Bourne and our Surgery/Anesthesia departments.

A motion was made by Leise, second by Reisz, to approve the purchase of a new ultrasound machine with probes not to exceed the amount of \$76,000. Motion carried unanimously.

**Capital Purchase – Parking Lot Expansion**

Due to the proposed clinic expansion, there is a need for more staff parking so an additional 40 parking spaces will be added to the south parking lot prior to the start of phase 1.

A motion was made by Schultz, second by Reisz, to approve the proposed parking lot expansion not to exceed the amount of \$196,000. Motion carried unanimously.

**FY25 Operating Budget**

Melby detailed the FY25 Operating budget.

A motion was made by Schultz, second by Reisz, to approve the FY25 Operating budget as proposed. Motion carried unanimously.

**FY25 Capital Budget**

Melby detailed the FY25 Capital budget.

A motion was made by Leise, second by Reisz, to approve the FY25 Capital budget as proposed. Motion carried unanimously.

Crawford County Memorial Hospital

**Board of Trustees**

May 20, 2024

**EMR Update**

Muck shared that the individual departments have started end user training with the providers being last in the middle of June. We have the internal staff that will catch things, bring them up and fix them when needed and will work through any challenges presented.

**ADJOURNMENT**

A motion was made by Leise, second by Reisz, that the meeting be adjourned at 6:54 p.m. Motion carried unanimously.