Crawford County Memorial Hospital
Board of Trustees
July 28, 2025
A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, July 28, 2025, in Hospital Board Room D at Crawford County Memorial Hospital, Denison, Iowa.

Present on site during the meeting were Jay Mendlik (arrived at 5:38), David Reisz, Amy Schultz, Theresa Sheer (CNO), Heather Rasmussen (Chief Quality Officer), Rachel Melby (CFO), Erin Muck (CEO), Dr. David Wright (Chief of Staff), and Heather Wight (Recorder). Also in attendance were Don Luensmann (Executive Director of Marketing and Development left at 6:00), Dustin Durbin (Volunteer Services and Outreach Coordinator left at 6:00) and DeAnn Reetz (Thrift Shop Manager left at 6:00). Not in attendance were Vernon Sid Leise and Dr. Michael Luft (Chief Medical Officer).

CALL TO ORDER: The Board of Trustees meeting was called to order at 5:35 p.m. by Schuttinga.

APPROVAL OF MINUTES
A motion was made by Reisz, second by Schultz, to approve the June 30, 2025, minutes as presented. Motion carried unanimously.

QUALITY CARE AND SERVICES
Quality Committee Report
- Rasmussen gave a brief update of the Quality Committee activities including the May 2025 scores where all questions were scored 98/99%. Our rating remains 4 Stars.
- 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 announced that the integration between Cerner and IRIS (Iowa's Immunization Registry Information System) has been successfully completed. Previously, staff had to manually enter vaccination records into both Cerner and IRIS, which was time-consuming and increased the risk of errors. With this new interface, vaccine records are automatically transferred from Cerner to IRIS when administered, improving efficiency for nursing staff and enhancing patient safety by reducing manual data entry.

PATIENT EXPERIENCE
5-Star Journey Update
Muck shared that the Patient Experience Committee received updates from the departments ranking less than 50% in their overall HCHAPS scores. This was implemented a few months ago and is going well. The monthly Synergy meeting with current and previous 5-star trainers was held and shared topics for the employee forums in August. Our surveyor, DNV, was onsite last week and will return in a few weeks to complete this year's survey. Thank you to those who were able to attend the intern graduation and Dr. Ranniger's celebration, which was well attended and deserved.

PEOPLE
Credentialing
A motion was made by Schuttinga, second by Reisz, to approve Medical Staff reappointments of Cutler, Cypher, Gengel, Luft, Peterson-Jones, Ranniger and Wright. Motion carried unanimously.

Mission Committee Report

Muck shared that Dr. Andrew Rinek started orientation in the ER this week and will be full-time in our ER in August. An interview was held on Friday for another ED provider and there is a tentative date of August 25 for a family medicine provider onsite interview. Interviews for the Community Liaison have started and the Director of Marketing and Foundation interviews will start next week.

GROWTH

Department Reports

Thrift Shop

Reetz shared that The Good Samaritan Center Thrift Shop is operated by the Hospital Foundation of Crawford County and has been serving the community for over nine years, supporting Crawford County Memorial Hospital through proceeds from donated items like clothing, furniture, and housewares. Staffed by full- and part-time employees and volunteers, including students and adults, the shop logs about 120 volunteer hours monthly. It actively engages in community events, offers disaster relief support, and collaborates with local organizations to assist those in need. Upcoming activities include participation in the Cat 'n Dog Days retail promotion, coupon distribution at the Crawford County Fair, and a volunteer fair on July 25.

Volunteer Services

Durbin shared a key achievement of Crawford County Memorial Hospital is the Transportation Service, which has provided 582 rides to 293 patients and covered over 10,000 miles since January 2025, supported by 34 active volunteers. The program's 10-year milestone will be celebrated on July 25th. Durbin also helped develop the fully volunteer-driven Patient Partners Program, which continues to thrive and positively impact patient care. Community outreach efforts include hosting senior coffee events, coordinating booths at local fairs and veteran events, and increasing CCMH's visibility. Additionally, the SHIIP program assisted 307 clients last year and is projected to serve 400 in 2025.

CEO Report

Muck shared our current employee turnover rate is 3.36%, which is a little higher than previous quarters but still below our 5% threshold.

FINANCIAL STABILITY

Finance Committee Report

1. Total Payroll & Accounts Payable of $2,924,018.74 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 $2,924,018.74. Motion carried unanimously.

Capital Purchase – Updates

The quotes for 2 surgical capital purchases that were approved for purchase in this fiscal year have increased and need board approval. The original amounts approved were $5,300 for a System Battery Charger and $14,000 for Steri-Shield Hoods. The updated quotes are $5,670.42 and $15,033.75 (excluding shipping).

A motion was made by Schultz, second by Schuttinga, to approve the updated capital purchase amounts in the amounts of $5,670.42 (excluding shipping) and $15,033.75 (excluding shipping). Motion carried unanimously.

Policy 105.05 Limitations on Executive Authority
Policy 105.05 Limitations on Executive Authority is reviewed annually. No updates are suggested to the policy at this time.

A motion was made by Reisz, second by Schultz, to approve the Limitations on Executive Authority as proposed. Motion carried unanimously.

COMMUNITY
Board Chair Comments
Mendlik shared his apologies for running late. A lot of great things are going on and we are doing the work that needs to be done.

ADJOURNMENT
A motion was made by Schultz, second by Schuttinga, that the meeting be adjourned at 6:25 p.m. Motion carried unanimously.