

Board of Trustees

September 29, 2025

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, September 29, 2025, in Hospital Board Room D at Crawford County Memorial Hospital, Denison, Iowa.

Present on site during the meeting were Jay Mendlik, Jon Schuttinga, Amy Schultz, David Reisz, Theresa Sheer (CNO), Heather Rasmussen (Chief Quality Officer), Rachel Melby (CFO), Erin Muck (CEO), Dr. David Wright (Chief of Staff left at 5:39), and Heather Wight (Recorder). Also in attendance were Maria Valdez (Community Liaison left at 5:48), Jill Melby (Director of Marketing and Foundation left at 6:29) and Don Luensmann (Executive Director of Marketing and Foundation in at 5:49 and left at 6:29). Not in attendance was Dr. Michael Luft (Chief Medical Officer).

Present via Webex were Vernon Sid Leise (joined at 5:40) and Lori Cole Magerko (MWH Law Group, LLP and left at 7:08).

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 August 25, 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 July 2025 HCAHPS scores, noting several areas had improvement and focus on Quietness at Night with the medical unit.
- 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 Theresa gave updates regarding the emergency room director and EMS coordinator positions. A bariatric bed has been added to the medical unit, and the Hoyer lift has been replaced with a MaxiMove to accommodate higher weight capacity. Patrick Stevens completed the capper fittings, and IT provided departmental updates.

PATIENT EXPERIENCE

5-Star Journey Update

Muck reported that departments continue to make progress, with positive results reflected in current scores. A 5-Star Training session for providers is scheduled for tomorrow during their monthly lunch meeting and the second round of all staff workshops are planned for the end of October. Employee forums began today with focus on Phase 2 of the building project and patient experience celebration nominations.

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PEOPLE

Recruitment Update

Director of Marketing and Foundation

Muck introduced Jill Melby, Director of Marketing and Foundation. Jill has extensive experience in marketing and grant writing and will be a great asset for CCMH.

Community Liaison

Muck introduced Maria Valdez, Community Liaison. Maria has been hard at work meeting different community members and business and familiarizing herself with all the different parts of CCMH.

Credentialing

A motion was made by Schultz, second by Reisz, to approve the Medical Staff reappointments of Barnhill, Guynan, and Haines and the distant site credentialing by proxy of Amin, Baymiller, Bennett, Challa, Dohar, Gill, Jardania, Kory, McGinnis, Salcedo-McDonald, Shea, Stumpf and Wright. Motion carried unanimously.

Mission Committee Report

Administration recently updated the department huddle board to align with our Organization Improvement Plan. A community meet and greet for the new providers is scheduled for Monday, October 13 from 4 -6. The ER director position has been filled and they will work with Sam before she fully transitions to her new role. To celebrate the Revenue Cycle's 50 days is AR, Flaco's Tacos was onsite for staff and was well received.

GROWTH

CEO Report

In addition to Muck's written report, she would like to thank Bob Fink, Director of Plant Operations, for his hard work and attention while DNV was onsite for their resurvey.

FINANCIAL STABILITY

Finance Committee Report

1. Total Payroll & Accounts Payable of \$2,874,668.63 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 \$2,874,668.63. Motion carried unanimously.

COMMUNITY

Community Health Needs Assessment (CHNA)

Luensmann shared CCMH's 2025 Community Health Needs Assessment (CHNA) to the Board.

A motion was made by Schultz, second by Leise, to accept the 2025 Crawford County Memorial Hospital Community Health Needs Assessment as presented. Motion carried unanimously.

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E911 Board Member Assignment

Don Luensmann is currently CCMH's representative on the Crawford County E911 Board and upon his retirement, would like to recommend Theresa Sheer, CNO, as his successor.

A motion was made by Schuttinga, second by Schultz, to appoint Theresa Sheer as Don Luensmann's successor on the Crawford County E911 Board. Motion carried unanimously.

Board Chair Comments

A lot of change and foundational work that is being finalized. The work we are doing is going to pay dividends. We have a little bit of catching up to do as we work through the slow summer months while we wait for the Directed Payment to be finalized but not too concerned due to all of the hard work that is being done. Now that we have built it, they will come.

EXECUTIVE SESSION PURSUANT TO IOWA CODE

Section 21.5 (1)(c) To discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation. Discussion / Action

The Board went into Closed Session at 6:40 p.m. with a motion made by Schuttinga, second by Schultz. Motion carried unanimously. Members present during the closed session were Jay Mendlik, Jon Schuttinga, Amy Schultz, David Reisz, Vernon Sid Leise (via Webex), Erin Muck (CEO) and Heather Wight (recorder).

A motion was made at 7:10 p.m. by Schultz, second by Schuttinga, to return the Board to Open Session. Motion carried unanimously.

No action was taken.

ADJOURNMENT

A motion was made by Reisz, second by Schultz, that the meeting be adjourned at 7:10 p.m. Motion carried unanimously.