

Board of Trustees

March 30, 2026

A meeting of the Board of Trustees of Crawford County Memorial Hospital was held on Monday, March 30, 2026, in Hospital Board Room D at Crawford County Memorial Hospital, Denison, Iowa.

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

ROLL CALL OF DIRECTORS

Present on site during the meeting were Jay Mendlik, Jon Schuttinga, Amy Schultz, Vernon Sid Leise, David Reisz, Erin Muck (CEO), Heather Rasmussen (Chief Quality Officer), Theresa Sheer (CNO out from 5:44 – 5:47), Dr. David Wright (Chief of Staff left at 5:44), and Heather Wight (Recorder). Also in attendance were Jennifer Finken (Nurse Director of Emergency Services out at 5:41), Patrick Stevens (Cardiopulmonary Director left at 5:38) and Gordon Wolf (Denison Free Press). Not in attendance were Dr. Michael Luft (Chief Medical Officer) and Rachel Melby (CFO).

ORAL COMMUNICATIONS

No oral communications were received.

WRITTEN COMMUNICATIONS

No written communications for the general agenda items were received.

CONSENT AGENDA ITEMS

- 5.A approval of February 23, 2026, meeting minutes
- 5.B approval of Quality Committee minutes
- 5.C approval of Medical Staff meeting minutes
- 5.D approval of Executive Committee meeting minutes
- 5.E approval of credentialing reappointments of Graeve, Liu and St. Hill and distant site credentialing appointments of Bodne and Britt.
- 5.F approval of Patient Experience Committee meeting minutes and Report
- 5.G approval of Finance Committee meeting minutes
- 5.H approval of Payroll and AP for February in the amount of \$3,064,529.54
- 5.I approval of Mission Committee meeting minutes

A motion was made by Mendlik, second by Reisz, to approve the Consent Agenda as presented. Motion carried unanimously.

NEW BUSINESS / REPORTS

Respiratory Department Report

Stevens reported high satisfaction with the new facility and noted a significant growth in service volume, with sleep study orders increasing from 22 in January 2025 to 47 in January 2026. The Sleep Lab successfully passed its accreditation inspection with one minor administrative correction regarding patient competency documentation; additionally, new recording cameras were installed to comply with updated medical record standards. Equipment updates are underway as the department seeks replacements for the chest percussion vest due to discontinued supplies and the Pulmonary Function Test (PFT) machines, which are nearing obsolescence. Quality indicators show 84% accuracy in EKG data entry and 98% handwashing compliance. Stevens is also implementing staff education on BiPAP and high-flow oxygen

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systems, while continuing to promote a newly developed COPD home-management program aimed at reducing hospital readmissions.

Capital Purchase – PFT

The Finance committee recommends to the Board the capital purchase request to replace and update our PFT (pulmonary function test) machine, which currently needs repair and is obsolete. Given the cost of repairing, the committee recommends purchasing a new machine.

A motion was made by Leise, second by Schultz, to approve the purchase of the PulmOne PFT machine in the amount of \$35,545. Motion carried unanimously.

Emergency Department Report

Finken shared an average of 470 patients per month and a projection to exceed 5,500 annually comprising of 8% transfers, 4% acute admissions, 9% observations, and a 77% home discharge rate. Room 5 has been renovated into a dedicated behavioral health safe room while focusing on goals to improve discharge times and the Trauma Alert process. Quality activities now include monthly staff chart reviews to identify improvements in vital sign collection during arrival and discharge, alongside reviews of chest pain, stroke, behavioral health, and AMA (against medical advice) cases, many of which represent low volume but high-risk scenarios. Despite fluctuations in patient experience, last month showed a positive swing in ratings, supported by DO IT projects involving updated policies for trauma quality and a streamlined trauma alert process, plus a pending nurse standing order policy. Finally, a major success to celebrate is the successful completion of the trauma level IV re-verification, securing the CCMH's status for another three years.

Capital Purchase – Ultrasound Machines

The Finance committee recommends to the Board the capital purchase request to upgrade our ultrasound equipment to enhance cardiac, vascular, and general imaging capabilities. The selection of the Philips machines is supported by the manufacturer's industry-leading reputation and its alignment with the technology utilized by our visiting specialists.

A motion was made by Reisz, second by Mendlik, to approve the purchase of the Philips ultrasound and echo machines in the amount of \$267,280. Motion carried unanimously.

EMS Update

Schuttinga and Muck have spent a significant amount of time meeting with each of the county supervisors to discuss the future of local services. The supervisors voted to formally explore the essential services designation and are now establishing a dedicated committee to evaluate the transition. To ensure healthcare expertise is represented, CCMH has requested that two of its representatives be included on the committee.

CEO Report

Muck shared it's been busy and productive month. Drs. Wright, Malyszczek, M. Luft, Ranniger, and Julie Graeve have scored above the 90th percentile for the past quarter in the Willingness to Recommend. On the legislative and policy front, we are advocating for the "Putting Patients First" prior authorization for cancer care and implementing the Temporary Health Care Decision Maker protocols. Looking ahead, NOVUS

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Anesthesia coverage is set to begin on July 1st, and our ongoing building project continues to make excellent progress. To help celebrate National Hospital Week (May 10 – 16, 2026) we are hosting a staff lunch on the 15th. If you are available to help serve this lunch, please let us know. In June, we will be celebrating the hospital's 75th anniversary open house on June 25th and the HFCC Annual Golf Outing on June 26th.

Individual Board Member Comments

None.

ADJOURNMENT

A motion was made by Leise, second by Reisz, that the meeting be adjourned at 6:11 p.m. Motion carried unanimously.