

Perham Memorial Hospital and Home
Perham, MN
Board of Trustees
Minutes

Date: 5-27-09
Time: 5:30pm
Place: Board Room
Present: Kathy Hemmelgarn, Jane Aschnewitz, Cal Dockter, Gilbert Ebner, Karen Field, Alfred Fresonke, Bernice Genoch, Eugene Jahnke, Alisyn Keil, Jerry Kunza, Terry Marthaler, Gail Quittschreiber, Cyndy Rastedt, and Rich Richter. Others present included: Chuck Hofius, Brad Wurgler, Dennis Happel, Marilyn Oelfke, Darla Medeck-Johnson, Bonnie Johnson, Jim Rieber, Paulette Amundson, Chuck Johnson, Dan Peterson, Mary Mayer, Tracy Hendrickx and Karla Kupfer.

A. Call to Order

Chair Hemmelgarn called the meeting to order at 5:32 p.m.

B. Additions or Deletions to the Agenda

Item G-7, JOBZ Request, will be moved up in the agenda, immediately after Board Education.

C. Board Education

Informations Systems Department – Jim Rieber gave an overview of what’s new in the IS department.

D. Consent Agenda

A motion was made by Genoch, seconded by Fresonke, to approve the consent agenda as presented. Motion passed.

E. Reports

1. *Operating Reports*

Brad reviewed the Finance Reports for April 2009. April saw a net gain from operations of \$188,609, compared to a budgeted gain of \$41,411. With the addition of the non-operating income, April finished with a total net gain of \$256,027, compared to a budgeted gain of \$120,330. This brings the facility to a year-to-date total net income of \$1,278,464 for the first seven months of the fiscal year, compared to \$795,949 budgeted, a positive variance of \$482,515 or 60.6 percent.

(a) *Patient Services Report*

There were no changes to the report.

(b) *Long Term Care Report*

There were no changes to the report.

(c) *Community Services Report*

There were no changes to the report. Dan Peterson added that April was Occupational Therapy Month; Home Care purchased the previously approved two PTNR (blood-thinning) units; and July 14 & 15 Home Care will be celebrating their 25-year anniversary with an open house for the public, as well as an staff cook-out.

2. *CEO Report*

Chuck reminded the board members to get their registrations in to Karla if any are planning to attend the Annual Minnesota Hospital Association Trustee Conference in Alexandria on July 10-12. Chuck and Bonnie met with the current firm, Heartland Emergency Services, who manage our ER contract. They are proposing a 20% increase in our fee, so we are likely going to check into other firms as well to make sure they are comparable in pricing.

Marilyn explained the situation in Transitions of having four open beds. We are hopeful that we can maintain Transitions for short stay only. Chuck suggested we continue to try this for three months and revisit it after that time. Physical Therapy and Occupational Therapy are each opening a therapy room in the Transitions households by June 1st.

PMHH will be tagging on to MeritCare's Gallop employee engagement tool. It will save PMHH some money and should target employee concerns more successfully.

The Nursing Home recently received a very generous donation of \$10,000 from KLN Enterprises to help purchase the "It's Never Too Late" software. Each unit costs approximately \$15,000. We are hoping to raise enough funds to purchase two units.

3. *Medical Staff & MeritCare Report*

There was no medical staff present at the meeting. Paulette discussed various options MeritCare is looking at to staff the clinic over the summer months. They are also hopeful that they will be hiring a family practice provider soon, with an interview taking place on June 4. Paulette handed out Chuck's annual evaluations to the Board, with a return date of June 10.

4. *Quality Quarterly Report*

There were no changes to the report. A motion was made Dockter, seconded by Marthaler, to accept the report as presented. Motion passed.

5. *Patient Safety Report*

There were no changes to the report. A motion was made Marthaler, seconded by Fresonke, to accept the report as presented. Motion passed.

6. *JCAHO Personnel Report*

There were no changes to the report. There were some discrepancies on the totals on the report, so Chuck will verify the numbers with Kathy Johnson and make the corrections as necessary. A motion was made by Dockter, seconded by Marthaler, to accept the report pending corrections. Motion passed.

F. **Old/Other Business**

1. *Storytelling our Success*

Marilyn shared a plaque received from Eventide Nursing Home for the excellent care the evacuated residents received during the Fargo-Moorhead flood.

2. *Hospital Project Update*

A closing date on the new land is set for June 2nd. Meetings on mechanical and electrical details continue.

3. *Hospital Financing*
Brad continues working with Tom Mayfield on financing. They are somewhat nervous about going out for financing with the final relationship between PMHH and MeritCare uncertain.

4. *Legislative Update*
Chuck provided an update on the outcome of the Minnesota Legislature. PMHH received direct cuts of \$64,788, plus reductions in OB payments, which we are not yet able to determine. In addition, \$325,000 of previously approved future reimbursement for the nursing home was eliminated. The GAMC program was also eliminated, which could affect PMHH as much as \$94,000 starting July, 2010.

Alisyn Keil was excused from the meeting.

5. *MeritCare Relationship Update*
The Board Chair has asked Dr. Roger Gilbertson, CEO at MeritCare, to participate in on the ongoing talks about establishing a closer relationship between PMHH and MeritCare. Dr. Gilbertson has agreed to do so, however, we are having difficulty finding dates that work for both him and Larson Allen.
6. *Board Self-Evaluations*
Cal reviewed the board self-evaluation results, showing that overall the Board remains well informed of the issues facing healthcare and PMHH. One suggestion was having an annual strategic planning retreat rather than only every 3-4 years. It was suggested that the Board have a booth at the EOT County Fair, providing information about the new hospital project.
7. *Public Comments*
There were no public comments.

F. New Business

1. *Credentialing*
Upon the recommendation of the Medical Staff Executive Committee, a motion was made by Field, seconded by Aschnewitz, to approve medical staff privileges for Dr. Thomas C. Ortmeier, Pathology, reappointment for two years until 5-31-11; and Dr. Paul Trites, ER Locum, appointment for one year until 5-31-10. Motion passed.
2. *Board Bylaws*
Chuck reviewed the changes to the Bylaws, as recommended by the Bylaws Committee. A motion was made by Genoch, seconded by Fresonke, to approve the Bylaws as amended. Motion passed.

A motion was made by Quittschreiber, seconded by Aschnewitz, to waive the second reading of the bylaws. Motion passed unanimously.

3. *Digital Mammography*
Darla Medeck-Johnson presented the request to lease digital mammography from CMDI as presented.

As recommended by the Finance Committee, a motion was made by Richter, seconded by Jahnke, to approve leasing digital mammography from CMDI as presented. Motion passed. If all goes as planned, we should have digital mammography available for our patients in July.

Jerry Kunza and Rich Richter were excused from the meeting.

4. *Land Purchase*
An estimate has been presented by the City, which is \$5,500/acre, plus surveying and legal fees, totaling \$338,129.

As recommended by the Finance Committee, a motion was made by Quittschreiber, seconded by Marthaler, to approve an amount not to exceed \$350,000 for the total land purchase for the new hospital. A roll call vote was taken with all voting in favor. Motion passed.

5. *Door Security Purchase*
Jim Rieber presented a request to purchase a new door security system, as the current system is failing and parts are obsolete. Three bids were submitted, with Arvig Communication Systems coming in with the lowest bid at \$18,790.

As recommended by the Finance Committee, a motion was made by Quittschreiber, seconded by Genoch, to approve the bid from Arvig Communication Systems/Security Solutions, not to exceed \$18,790.

A roll call vote was taken with all voting in favor. Motion passed. Terry Marthaler abstained from voting. Rich Richter had left the meeting prior to a roll call vote.

6. *Glide Scope System Purchase*
Bonnie Johnson presented a request to purchase a Glide Scope System for the emergency room department, which will provide quick and clear view intubations for the more difficult cases. This item has been a capital budget item for the past couple of years. One bid was received from Verathon Medical in the amount of \$18,998.75, which includes the blades.

As recommended by the Finance Committee, a motion was made by Quittschreiber, seconded by Ebner, to approve the purchase of the Glide Scope System at an amount not to exceed \$18,998.75. A roll call vote was taken and all voted in favor. Motion passed.

7. *JOBZ Request (this item was discussed earlier in the meeting)*
Chuck Johnson, from the City of Perham, presented a request to transfer 11,250 square feet of JOBZ designation to the location of 225 East Main, Perham, MN.

A motion was made by Kunza, seconded by Aschnewitz, to approve the ***Resolution to Participate and Designate Property for Tax Free Zone Designation, Perham Hospital District*** as presented. Motion passed.

8. *Board Comments*

Kathy asked that all board members consider going to the Trustee Conference in Alexandria on July 10-12. There is a registration deadline of June 19 – contact Karla if you are interested in attending.

A motion was made by Dockter, seconded by Genoch, to adjourn the meeting. Motion passed.

There being no further business, the meeting was declared adjourned at 7:30 p.m.

Katherine A. Hemmelgarn, Chair

Jerry Kunza, Clerk

Karla Kupfer, Recorder