

## **RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING**

River's Edge Hospital & Clinic – Helen G. White Conference Center  
Wednesday, December 28, 2016

**Present:** Margie Nelsen, Chairperson; Robert Meeks, Vice-Chairperson; Blake Combellick, Secretary; Trustees: Roger Parras, Susan Carlin, John Lammert, Gary Swedberg, Robert Christensen, Chief of Medical Staff; George Rohrich, CEO; Lori Zook, CFO; Jackie Kimmet, Chief Human Resources Officer; Janelle Rauchman, Chief Quality Officer; Stephanie Holden, Chief Marketing Officer; Paula Meskan, Chief Nursing Officer; Todd Prafke, St. Peter City Administrator; Samantha Pherson, Recorder.

**Absent:** H. Stuart Johnson

### **CALL TO ORDER**

The regular meeting of the Hospital Commission was called to order at 12:32 p.m. by Chairperson Margie Nelsen.

### **APPROVAL OF AGENDA**

The December 28, 2016 Agenda was reviewed.

**ACTION:** A motion was made by Robert Meeks to approve the December 28, 2016 Agenda. The motion was seconded by Blake Combellick and carried with all members voting in favor.

### **APPROVAL OF MINUTES**

The November 21, 2016 Hospital Commission Minutes were reviewed.

**ACTION:** A motion was made by Roger Parras to approve the November 21, 2016 Hospital Minutes. The motion was seconded by Garry Swedberg and carried with all members voting in favor.

### **APPROVAL OF CONSENT AGENDA**

The consent agenda includes the following:

- Acceptance of the November 22, 2016 Policy Review Committee Minutes.
- Acceptance of the December 21, 2016 Finance Committee Meeting Minutes.
- Acceptance of the November 16, 2016 Quality Committee Meeting Minutes
- Acceptance of the December 21, 2016 Quality Committee Meeting Minutes.

**ACTION:** A motion was made by Robert Meeks to approve the consent agenda. The motion was seconded by John Lammert and carried with all members voting in favor.

### **GENERAL VISITOR COMMENTS**

Visitors: Charles Zieman, Major of Saint Peter; Nancy Madsen, Saint Peter Herald.

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**MEDICAL STAFF**

**Medical Staff Credentialing** - A report from the Executive/Credentials Committee of the Medical Staff was presented for review. A recommendation was made by the Credentials Committee to approve medical staff membership and granting of privileges to the physicians and allied health professionals as listed on the report:

**Initial Appointment to the Medical Staff:**

Matthew Mogensen, CRNA	Courtesy Staff, Nurse Anesthetist
Karen Popp, CNP	Courtesy Staff, Surgical Nurse Practitioner

**Reappointment to the Medical Staff:**

Micara Anderson, CRNA	Courtesy Staff, Nurse Anesthetist
Ifechi Anaydioha, MD	Courtesy Staff, Pain Management
Christopher Crocker, PA-C	Courtesy Staff, Surgical Physician Assistant
Albert Gambino, PA-C	Courtesy Staff, Emergency Medicine
Liban Hired, MD	Courtesy Staff, Emergency Medicine
Karen Mollner, PA-C	Courtesy Staff, Emergency Medicine
Richard Nellis, PA-C	Courtesy Staff, Emergency Medicine
Patrick O'Brien, MD	Courtesy Staff, Radiology
James O'Reilly, MD	Courtesy Staff, Emergency Medicine
Martin Schularick, MD	Courtesy Staff, Teleradiology
Penelope Swanson, MD	Courtesy Staff, Ophthalmology

**Change in Category – Provisional to Full Membership:**

Sudha Bansal, MD	Active Staff, IM/Hospitalist
Henna Kalsi, MD	Active Staff, IM/Hospitalist
Benny Kusuma, MD	Active Staff, IM/Hospitalist
Mark Stephany, DO	Courtesy Staff, IM/Hospitalist

**Provisional Membership:** None

**Increase in Privileges:** None

**Change in Staff Category:** None

**Withdrawn from Medical Staff:**

Jeffrey D. Gordon, MD	Courtesy Staff, Teleradiology
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**ACTION:**

- 1) A motion was made by Gary Swedberg to accept the recommendation of the Credentials Committee and grant appointment, reappointment or change in status for each of the practitioners listed above. The motion was seconded by Roger Parras and carried with all members voting in favor.
- 2) A motion was made by Gary Swedberg to accept the recommendation of the Credentials Committee and grant clinical privileges to each of the practitioners as listed above as requested and approved by the Credentials Committee. The motion was seconded by Blake Combellick and carried with all members voting in favor.

**QUALITY REPORT**

The Quality Management Committee minutes from the December meeting will be available to review at the December commission meeting. The Quality Graphs were reviewed by Janelle Rauchman. The graphs contain results from a number of measurable and reportable quality measures.

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## ADMINISTRATIVE REPORT

### **A. Executive Summary.**

The written report submitted by George Rohrich was reviewed.

- River's Edge is showing a month-to-date bottom line for the month of November of approximately (\$158,000), versus a month-to-date budget of \$483,000. Year-to-date Actual is \$1,480,000 vs Year-to-date Budget \$267,000.
- November results show an increase of cash on hand of \$460,000 resulting in balance of \$10.26 million. The 2016 cash budget is to increase cash by \$1,055,000.
- Inpatient surgical procedures were down as a result of no scheduled surgery for one week and the Thanksgiving holiday.

### **B. Statistical Dashboard.**

The statistical report for November, 2016, was reviewed. Of the 18 measured activities, 13 are green.

## FINANCIAL REPORT

### **A. November Financial Summary.**

Lori Zook presented the financial reports for November. The month of November had a Net Operating Income of (\$163,265) and a year-to-date gain of \$1,453,810. Total Patient Revenue stands at \$4,265,764. Year-to-date Total Patient Revenue stands at \$51,774,905, over an YTD budget of \$39,930,107. November's Net Patient Revenue stands at \$2,173,565 with a budget of \$3,005,962. Monthly Net Operating Revenue stands at \$2,192,281, versus a budget of \$3,022,695.

Year-to-date Gross Revenue is \$51,774,905 versus a budget of \$39,930,107 which is \$11,844,798 over budget. Year-to-date Net Patient Revenue is \$28,027,658 versus a budget of \$26,341,944 or \$1,685,714 above budget. Year-to-date Total Operating Expenses are \$27,032,032 versus a budget of \$26,307,109 or \$724,923 above budget.

Cash flow for November was positive at \$461,281. Current Ratio at the end of November stands at 3.07. Days Cash On Hand is 120.91 days, and Days Revenue in Accounts Receivable stands at 48.86 days.

**ACTION:** A motion was made by Gary Swedberg to approval of the financial statements. The motion was seconded by Roger Parras and carried with all members voting in favor.

### **B. Write-Off to Collection.**

Community Care grants totaled \$4,100.32 in November, covering 13 accounts that qualified for 100% write-off. Presumptive community care grants totaled \$12,758.80, covering 7 patients and 10 accounts. Year-to-Date Community Care grants total \$95,079. Collection activity approval totaled \$114,431.01. Year-to-Date collection activity stands at \$1,122,445. Year-to-Date \$207,512 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$268.03, year-to-date recovery total of \$189,061.

**ACTION:** A motion was made by Blake Combellick to accept the recommendation made by the Finance Committee for approval of \$4,100.32 in Community Care grants, \$12,758.80 in Presumptive Community Care grants and \$114,431.01 in write-offs to collection for November. The motion was seconded by Gary Swedberg and carried with all members voting in favor.

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**C. Accounts Payable Review.**

Accounts Payable review for November included a total of \$1,798,756 paid via check.

**ACTION:** A motion was made by Susan Carlin to recommend approval of checks totaling \$1,798,756. The motion was seconded by John Lammert and carried with all voting in favor.

**D. Capital Equipment Requests.**

1. Endoscopes

The Hospital Commission reviewed the request to purchase two Endoscopes for use in the surgery department. The surgery department currently has two endoscopes that need to be replaced due to broken fibers, spots on the lens and kinks. The cost of purchasing new endoscopes is \$148,199.

**ACTION:** A motion was made by John Lammert to recommend the purchase of the endoscopes for the cost of \$148,199. The motion was seconded by Susan Carlin and carried with all members in voting favor. The recommendation will be forwarded to the St. Peter City Council for review and approval.

2. Playground Equipment

The Hospital Commission reviewed the request to donate \$25,000 to the City of Saint Peter to purchase playground equipment.

**ACTION:** A motion was made by Susan Carlin to donate \$25,000 to the City of Saint Peter for the purchase of playground equipment. The motion was seconded by Robert Christensen and carried with six members voting favor and two voting not in favor.

3. Rycan Modules

The Hospital Commission reviewed the request to purchase additional software from Rycan. This software will work with the current Rycan Modules and help to increase awareness of denial management and contract management. The cost of purchasing these additional Rycan Modules is \$7,700.

**ACTION:** A motion was made by Robert Meeks to purchase the additional Rycan Modules for the cost of \$7,700. The motion was seconded by Gary Swedberg and carried with all members in voting favor.

4. Scheduling System

The Hospital Commission reviewed the request to purchase a scheduling system for the current meeting rooms. The use of the meeting has increased, and this system would allow for a consistent update on the use of the meeting rooms. The four meeting rooms would have a screen similar to an iPad on the outside of the room to allow individuals to see if the meeting room is available. The screens can be update with the use of a central computer multiple times throughout the day. The cost for the scheduling system would be \$7,416.00.

**ACTION:** A motion was made by Robert Meeks to purchase of a scheduling system for the meeting rooms for the cost of \$7,416.00. The motion was seconded by Roger Parras and carried with all members in voting favor.

5. **AV Room and Upgrades**

The Hospital Commission reviewed the request to purchase new AV equipment for the Helen White Conference Rooms. The current system is outdated, and difficult for use for webinars and educational events. The cost of new AV equipment is \$ 68,541.00.

**ACTION:** A motion was made by John Lammert to recommend the purchase of new AV equipment for the Helen White Conference Rooms. The motion was seconded by Gary Swedberg and carried with all members in voting favor. The recommendation will be forwarded to the St. Peter City Council for review and approval.

**ROUNDTABLE COMMENTS**

**Paula Meskan:**

1. Allina EMS Contract – On Monday, January 2, 2017 the contract with Allina for the contracted Allina EMS staff will officially begin. Dispatch began on Tuesday, December 27, 2016.
2. Student Partnerships - 4 students from Gustavus will be here for J-Term; 2 nursing students from Gustavus will also be working with us.
3. We will be submitting our application to DNV for Hip and Knee certification this week.

**George Rohrich:**

1. River's Edge is looking to donate \$5,000 to the Kitchen, and is looking to partner with two other medical facilities to hopefully reach a \$15,000 donation.
2. River's Edge is currently partnering with the City of Saint Peter to provide a walk-in freezer for the food shelf.
3. River's Edge has donated \$5,000 to the St. Peter Area Veterans Memorial Association.

**EXECUTIVE SESSION**

**A. Resolution Calling for Closed Session to discuss CEO Evaluation.**

**ACTION:** A motion was made by Susan Carlin to adjourn to closed session for the purpose of completing CEO Evaluation for George Rohrich. Motion was seconded by Roger Parras and carried with all voting in favor. Meeting was adjourned to closed session at 1:35 p.m.

**B. Call Closed Session to Order**

The closed session of the Hospital Commission was called to order at 1:43 p.m. by Chairperson Margie Nelsen.

**C. Call Closed Session to Adjourn**

The closed session of the Hospital Commission was adjourned at 2:17 p.m. by Chairperson Margie Nelsen.

**CALL BACK TO ORDER**

The regular meeting of the Hospital Commission was called back to order at 2:20 p.m. by Chairperson Margie Nelsen.

**CEO EVALUATION RESOLUTION**

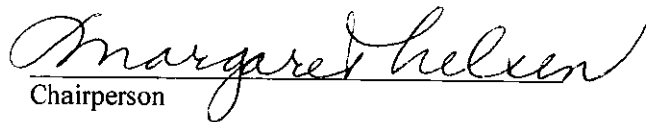
The Hospital Commission reviewed the individual responses to the review questions in the closed session and discussed topics to be able to provide Mr. Rohrich with some feedback and direction. Mr. Rohrich's performance for the 2016 year was viewed as largely exceeding or meeting standards with no scores that were less than meeting standards. Mr. Rohrich's contract for 2017 will have a change in the compensation amount; the rest of the contract went unchanged.

**ADJOURNMENT**

**ACTION:** A motion was made by John Lammert to adjourn the meeting. Motion seconded by Roger Parras and carried with all voting in favor. Meeting was adjourned at 2:22 p.m.

**NEXT MEETING**

The next regular meeting of the Hospital Commission will be Wednesday, January 25, 2017, at 12:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center. The Finance Committee meeting will be held on Wednesday, January 18, 2017, at 1:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.

  
Chairperson

  
Secretary