

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

River's Edge Hospital & Clinic – Helen G. White Conference Center  
Wednesday, February 22, 2017

**Present:** Margie Nelsen, Chairperson; John Lammert, Vice Chairperson; Trustees: Susan Carlin, MaryAnn Harty, Laura Hulsebus, Roger Parras, Gary Swedberg, Schelli McCabe, 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:** Blake Combellick

### **CALL TO ORDER**

The regular meeting of the Hospital Commission was called to order at 12:33 p.m. by Chairperson Margie Nelsen.

### **INTRODUCTION OF NEW HOSPITAL COMMISSION MEMBERS**

MaryAnn Harty and Laura Hulsebus were introduced as new members of the Hospital Commission. Ms. Harty and Ms. Hulsebus received the Oath of Office from Ms. Margie Nelsen, Hospital Commission Chairperson, and affirmed the Oath of Office through her signature.

### **APPROVAL OF AGENDA**

The February 22, 2017 Agenda was reviewed. There was one request to revise the agenda.

- 1) George Rohrich requested to add an item to agenda item number 9D: Quorum Health Resources Update. Mr. Rohrich noted that Bill Donatelli was in attendance to discuss updates and educational opportunities with QHR.

**ACTION:** A motion was made by John Lammert to approve the amended February 22, 2017 agenda. The motion was seconded by Roger Parras and carried with all members voting in favor.

### **APPROVAL OF MINUTES**

The January 25, 2017 Hospital Commission Minutes and the February 13, 2017 Hospital Commission Special Meeting Minutes were reviewed.

**ACTION:** A motion was made by Gary Swedberg to approve the January 25, 2017 Hospital Commission Minutes and the February 13, 2017 Hospital Commission Special Meeting Minutes. The motion was seconded by Roger Parras and carried with all members voting in favor.

### **APPROVAL OF CONSENT AGENDA**

The consent agenda includes the following:

- Acceptance of the February 15, 2017 Finance Committee Meeting Minutes.
- Acceptance of the February 15, 2017 Quality Committee Meeting Minutes

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

### **GENERAL VISITOR COMMENTS**

Visitors: Charles Zieman, Major of Saint Peter; Nancy Madsen, Saint Peter Herald; Bill Donatelli, Quorum Health Resources; Stephen Grams, and Jerry Pfeifer.

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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:**

Amee N. Chandrabalan, DO	Courtesy Staff, Neurology Telemedicine
Evans O. Magambo, MD	Courtesy Staff, Emergency Medicine

**Reappointment to the Medical Staff:**

Richard S. Harrison, OPA-C	Courtesy Staff/AHP, Orthopaedic PA
John A. Springer, MD	Active Staff, Orthopaedics

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

Kristin J. Olson, CNP	Courtesy Staff, Urgent Care
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**Provisional Membership:** None

**Increase in Privileges:** None

**Change in Staff Category:** None

**Withdrawn from Medical Staff:**

Rene DuCret, MD	Courtesy Staff, Teleradiology
Alicia Frankwitz, DO	Courtesy Staff, Emergency Medicine
Robert Jacoby, MD	Courtesy Staff, Neurology Telemedicine
Christopher LaFluer, CRNA	Courtesy Staff, Nurse Anesthetist
Richard Shrouts, MD	Courtesy Staff, Neurology Telemedicine
Grace Totoe, MD	Active Staff, IM/Hospitalist
Christopher Swanson, MD	Active Staff, IM/Hospitalist

**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 Roger Parras 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 Gary Swedberg and carried with all members voting in favor.

**QUALITY REPORT**

The Quality Management Committee minutes from the February 15, 2017 meeting were reviewed. 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 January of approximately \$432,000, versus a month-to-date budget of \$333,000. Year-to-date Actual is \$432,000 vs Year-to-date Budget \$333,000.
- January results show an increase of cash on hand of \$362,000 resulting in balance of \$10.3 million. The 2017 Year End Budget goal is \$9.98M.

**B. Statistical Dashboard.**

The statistical report for January, 2017, was reviewed. Of the 17 measured activities, 16 are green.

**C. Strategic Plan Report.**

The monthly strategic report was reviewed. The first employee survey of the year was sent out on February 13, 2017 and will end on February 24, 2017. The survey results will help to show leaders where improvements can be made in their department while also highlighting the strengths in their department.

**D. Quorum Health Resources Update.**

Bill Donatelli from Quorum Health Resources (QHR) reviewed some of the services that have been used by River's Edge Hospital. Mr. Donatelli also updated the hospital commission on educational opportunities that are provided by QHR.

**FINANCIAL REPORT**

**A. January Financial Summary.**

Lori Zook presented the financial reports for January. The month of January had a Net Operating Income of \$432,190 which is above a budget of \$333,336. Total Patient Revenue stands at \$5,624,227 under an YTD budget of \$5,635,862. January's Net Patient Revenue stands at \$3,052,353 with a budget of \$2,909,690. Monthly Net Operating Revenue stands at \$3,077,173, versus a budget of \$2,924,356. Monthly Operating Expenses stands at \$2,644,983 over budget of \$2,591,020.

Year-to-date Gross Revenue is \$5,624,227 versus a budget of \$5,635,862 which is \$11,635 under budget. Year-to-date Net Patient Revenue is \$3,052,353 versus a budget of \$2,909,690 or \$142,663 above budget. Year-to-date Total Operating Expenses are \$2,644,983 versus a budget of \$2,591,020 or \$53,963 above budget.

Cash flow for January was positive at \$361,761. Current Ratio at the end of January stands at 3.31. Days Cash On Hand is 116.98 days, and Days Revenue in Accounts Receivable stands at 55.45 days.

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

Community Care grants totaled \$8,086.29 in January, covering 7 accounts that qualified for 100% write-off. Presumptive community care grants totaled \$50,690.39, covering 39 patients and 71 accounts. Collection activity approval totaled \$68,417.91. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$2,605.50.

**ACTION:** A motion was made by Susan Carlin to accept the recommendation made by the Finance Committee for approval of \$8,086.29 in Community Care grants, \$50,690.39 in Presumptive Community Care grants and \$68,417.91 in write-offs to collection for January. The motion was seconded by Roger Parras and carried with all members voting in favor.

**C. Accounts Payable Review.**

Accounts Payable review for January included a total of \$1,524,673 paid via check.

**ACTION:** A motion was made by John Lammert to recommend approval of checks totaling \$1,524,673. The motion was seconded by Susan Carlin and carried with all voting in favor.

**D. Project Scope Recommendation for the 2017 River's Edge Hospital & Clinic Expansion Project.**

A handout was provided and was reviewed that included a debt capacity study, project master facility plan and estimated costs. There was discussion on how much of the project should be completed, and how that would benefit the community of Saint Peter. After a discussion it was decided that the hospital commission would recommend to the Saint Peter City Council that the total amount for the project should be \$31,250,000; this would include phases one through eight, and also the cost of the lab as defined in the handout.

**ACTION:** A motion was made by John Lammert to recommend the 2017 River's Edge Hospital & Clinic Expansion Project cost total amount of \$31,250,000 with phases one through eight including the lab cost as defined in the handout that was provided at the February 22, 2017 Hospital Commission meeting to the Saint Peter City Council. The motion was seconded by Roger Parras and carried with all members voting in favor.

**ROUNDTABLE COMMENTS**

**Stephanie Holden:**

1. February 21, 2017 River's Edge hosted the Chamber's Business After Hours, there were about 40 people in attendance.
2. River's Edge along with the City of Saint Peter donated funds to help purchase two freezers for the Saint Peter food shelf.
3. River's Edge will also be donating funds to The Kitchen on February, 27 2017.

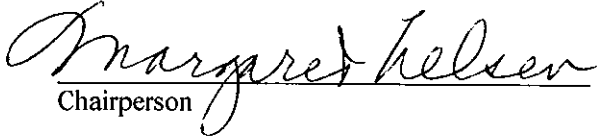
**Janelle Rauchman:** She and Paula Meskan have completed their Baldrige training.

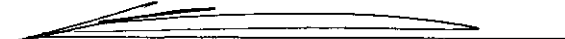
**ADJOURNMENT**

**ACTION:** A motion was made by Roger Parras to adjourn the meeting. Motion seconded by John Lammert and carried with all voting in favor. Meeting was adjourned at 2:40 p.m.

**NEXT MEETING**

The next regular meeting of the Hospital Commission will be Wednesday, March 22, 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, March 15, 2017, at 2:00 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.

  
Chairperson

  
Secretary