

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

River's Edge Hospital & Clinic – Helen G. White Conference Center
Wednesday, July 27, 2016

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

Absent: H. Stuart Johnson, Gary Swedberg.

CALL TO ORDER

The regular meeting of the Hospital Commission was called to order at 12:31 p.m. by Chairperson Margie Nelsen.

APPROVAL OF CONSENT AGENDA

The consent agenda includes the following:

- Approval of the Hospital Commission Meeting Agenda for July 27, 2016.
- Approval of the June 22, 2016, Hospital Commission Meeting Minutes.
- Accept July 12, 2006, Medical Staff Meeting Minutes.
- Acceptance of the July 20, 2016, Finance Committee Minutes.
- Acceptance of the June 15, 2016, Quality Management Committee Meeting Minutes.

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

GENERAL VISITOR COMMENTS

Visitors: Charles Zieman, City of Saint Peter Mayor.

EDUCATION REPORT

A webinar on the topic of Merit Incentive Based Payment System was held on July 12, 2016, with commissioners and others in attendance. The next educational webinar will be held August 9, 2016, topic to be announced.

QUALITY REPORT

The Quality Management Committee minutes from the June meeting were reviewed. The Quality Graphs were reviewed by Janelle Rauchman. The graphs contain results from a number of measurable and reportable quality measures. It was reported that there were zero falls reported for the months of June and July.

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ADMINISTRATIVE REPORT

A. Executive Summary.

The written report submitted by George Rohrich was reviewed.

- June's activity was strong for surgery and downstream services resulting in another positive month. River's Edge is showing a month-to-date bottom line of approximately \$5,800, versus a month-to-date budget of \$69,000. Year-to-date Actual is \$264,000 vs Year-to-date Budget (\$308,000).
- June results show an increase of cash on hand of \$840,000 resulting in balance of \$9.2 million. The 2016 cash budget is to increase cash by \$1,055,000.
- Inpatient surgical procedures continue to trend positively.

B. Statistical Dashboard.

The statistical report for June, 2016, was reviewed. Of the 18 measured activities, 10 are green.

C. Strategic Plan – Q2 Update.

The 2016 Strategic Plan Dashboard for quarter two was reviewed. Most categories are reporting within their set goal. It was noted that patient surveys through Press Ganey have not yet started for urgent care. The surveys are set to begin on August first, and will be sent for urgent care patients that were seen starting on July first.

FINANCIAL REPORT

A. Debt Capacity Study.

The Debt Capacity Study was reviewed, and a plan of action was discussed. A final report of the debt capacity study should be ready within the month which will determine how much debt the hospital can afford. It was agreed that there will a monthly update until a recommendation can be made to the Hospital Commission.

B. June Financial Summary.

Lori Zook presented the financial report for June, 2016. Minutes from the July 20, 2016, Finance Committee meeting were available for review. Gross operating revenue was \$2,074,957 for the month, with net patient revenue at \$2,600,127. Year-to-Date gross revenue is \$27,328,854 which is ahead of budget, and net patient revenue is \$14,628,010 which is ahead of budget. Operating expenses stood at \$2,617,805. Year-to-date operating expenses are behind budget by (\$331,305). June resulted in a net operating income of \$22,250. The EBIDA (expense before interest, depreciation and amortization) calculation showed a monthly gain of \$163,291.

Cash flow for June was positive at \$840,181. Operating cash is standing at \$5,237,594 and funded depreciation at \$4,396,056. Current Ratio at the end of June stands at 2.86. Days Cash On Hand is 117.89 days, and Days Revenue in Accounts Receivable stands at 52.72 days.

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C. Write-Off to Collection.

Community Care and Presumptive Community Care grants totaled \$30,969 in June, covering 52 accounts. Charity Care with five accounts that qualified for 100% write-off, and 0 accounts at 50% write-off, with Presumptive Community Care covering 47 accounts, including 10 uninsured patients. Year-to-Date Community Care grants total \$54,904. Collection activity approval totaled \$94,139.02. Year-to-Date collection activity stands at \$728,159. Year to date \$202,501 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$165,366.

ACTION: A motion was made by Robert Meeks to accept the recommendation made by the Finance Committee for approval of \$30,969.15 in Community Care grants and \$94,139.02 in write-offs to collection. The motion was seconded by John Lammert and carried with all voting in favor.

D. Accounts Payable Review.

Accounts Payable review for June included a total of \$1,555,925.98 paid via check.

ACTION: A motion was made by John Lammert to recommend approval of checks totaling \$1,555,925.98. The motion was seconded by John Lammert and carried with all voting in favor.

E. Capital Equipment Requests.

1) Door Security Project.

A recommendation was brought forward from the Finance Committee for purchase and installation of a door in the Emergency Department hallway. This door would allow for an increase in safety by containing patients to the emergency department waiting room during the evenings and on weekends. The cost of purchasing and installing this door would be \$19,385.

ACTION: A motion was made by Robert Meeks to approve the purchase and installation of the emergency department corridor door at a total cost of \$19,385. The motion was seconded by Susan Carlin and carried with all voting in favor.

2) Tubs to Shower Project.

A recommendation was brought forward from the Finance Committee for the approval to remove four tubs and replace them with showers in four of the patient rooms. Replacing the tubs with showers will help with patient safety for patients receiving orthopedic care. It was noted that each room would be done one at a time so that there would not be four rooms out of order at the same time. The cost of replacing the tubs with showers would be \$59,820.

ACTION: A motion was made by John Lammert to approve the tubs to shower project at a cost of \$59,820. The motion was seconded by Susan Carlin and carried with all members voting in favor. The recommendation will be forwarded to the St. Peter City Council for review and approval.

ROUNDTABLE COMMENTS

Robert Christensen, MD – At the last Medical Staff Meeting the new LUCAS Chest Compression System was demonstrated. River's Edge has two LUCAS machines, one is kept in the E.D. and the other is kept on the ambulance.

Stephanie Holden –

1. The Community Newsletter has been mailed out this week. On the front page is an article about a new program that River's Edge is offering. OrthoStrong is a pre and post exercise program offered to patients having orthopedic surgery.
2. Nicole Boelter, Exercise Physiologist at Live Well Fitness has become certified in Tai Ji Quan, which is a program to help with balance. This program will start in September. There will be a demonstration on August 30, 2016.
3. REHC and the City of Saint Peter are sponsoring The Night to Unite on August 2, 2016 from 5pm-8pm in Veterans Memorial Park.
4. REHC will have a booth at the Nicollet County Fair from August 10 – 14, 2016.
5. River's Edge has volunteered to help serve meals at The Kitchen on the 4th Monday of every month at Trinity Lutheran Church. 17 total volunteers will be needed. More information will be available soon.
6. Centers for Medicare & Medicaid Services (CMS) released their overall star rating report. River's Edge has an overall star rating of 4; this rating is based reportable measured data. River's Edge also has a five star rating in patient care.
7. The Strategic Plan meetings for River's Edge will be during the first week of August.

Paula Meskan –

1. The Glide Scopes have arrived, and training for E.D. and surgery staff has begun.
2. Jen Donkin the Dietician at River's Edge has been offering an "I CAN Prevent Diabetes" Class that has officially been recognized by the CDC.
3. The Aladdin Food Warming System that we have partnered with Benedictine Living Community will be arriving in the month of August. This system will allow to better control the temperature of the food we serve patients.

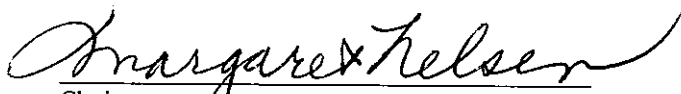
George Rohrich – River's Edge has also partnered with the food shelf here in Saint Peter. REHC is looking to partner up with local community businesses to help the food shelf purchase a walk-in freezer. That will help the food shelf to expand on what items are available to their patrons.

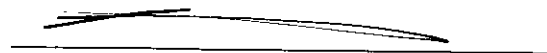
ADJOURNMENT

ACTION: A motion was made by Robert Meeks to adjourn the meeting. Motion seconded by John Lammert and carried with all voting in favor. Meeting was adjourned at 2:20 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, August 24, 2016, 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, August 17, 2016, at 1:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.


Chairperson


Secretary