

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

River's Edge Hospital & Clinic Conference Room

Wednesday, October 30, 2013

Present: Michelle Chalin, Vice-Chairperson; Kay Moline, Secretary-Treasurer; Trustees: Margie Nelsen and Jerry Pfeifer; George Rohrich, CEO, Colleen Spike, former CEO; Dr. Susan Klenk, Medical Staff President; Dr. Michael Sparacino, REHC Medical Director; Kristin Schultz, Director of Quality, Infection Control and Clinic Services; Patty Roessler, Director of Ancillary Services; Sheri Schmidt, Director of Business Services; Jackie Kimmet, Director of Human Resources; Ann Lauer, Director of Finance; Tom Wilcox, Director of Environmental Services; Todd Prafke, City Administrator; Carrie Lager, Manager of Ambulance Services, and Paulette Redman, Recorder.

Absent: Gil Carlson, Chairperson; H. Stuart Johnson, Trustee; Sandy Gundlach, Trustee.

The regular meeting of the Hospital Commission was called to order at 12:40 p.m. by Vice-Chairperson Michelle Chalin. Ms. Chalin welcomed George Rohrich as the new CEO.

DEMONSTRATION OF TELEMEDICINE EQUIPMENT

Carrie Lager, Manager of the Ambulance Service, gave a demonstration of the telemedicine equipment being used in the Emergency Department. The equipment connects with specialists at Allina in Minneapolis, and is currently being utilized for stroke patients and mental health patients.

The mental health telemedicine program went live on October 7, 2013, and thus far has been used for consultation on six patients. Of the six, two were able to be discharged to home with four patients being referred on for further treatment. The telemedicine process begins when the REHC ED notifies the Allina team of the need for a consult. The mental health professional will connect with REHC via the telemedicine equipment to interview the patients, with a goal of performing the interview within 30 minutes of the initial call. The mental health professional will then call to speak with the REHC physician regarding their recommendations. The physician will place the final orders regarding medications, transfer to inpatient setting or discharge. Allina personnel will also assist with finding placement for patients. There is no additional cost to the patient for the consultations. REHC does pay Allina a \$65 consult fee for each case.

Feedback from staff, physicians and patients on the telemedicine process has been very positive with no reported concerns regarding the use of the equipment.

APPROVAL OF AGENDA

The agenda for the October 30, 2013, Hospital Commission meeting was reviewed.

ACTION: A motion was made by Kay Moline to approve the agenda as presented. The motion was seconded by Margie Nelsen and carried with all members voting in favor.

APPROVAL OF MINUTES

The minutes of the regular Hospital Commission meeting of September 25, 2013, were reviewed.

ACTION: A motion was made by Margie Nelsen to approve the minutes of the regular Commission meeting of September 25, 2013, as presented. The motion was seconded by Jerry Pfeifer and carried with all members voting in favor.

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MEDICAL STAFF

A. Medical Staff Meeting Minutes. The minutes of the October 8, 2013, Medical Staff meeting were reviewed. Dr. Klenk highlighted discussions and actions taken at the meeting, including admission medication orders and pharmacy review of orders, patient satisfaction results relating to care providers and pain control, and review and approval of the policy for Attending Physician Response to the Emergency Department.

ACTION: A motion was made by Jerry Pfeifer to acknowledge receipt of the Medical Staff meeting minutes of October 8, 2013. The motion was seconded by Kay Moline and carried with all members voting in favor.

B. Medical Staff Credentialing. A report from the Executive/Credentials Committee 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:

Reappointment to the Medical Staff:

David Orcutt, MD	Courtesy Staff, Colo-Rectal and General Surgery
Chad Buhs, MD	Courtesy Staff, General Surgery
Nelly Amador, MD	Courtesy Staff, Emergency Medicine
Nadia Malik, MD	Active Staff, Family Medicine

Teleradiologists:

Norman Arslanlar, MD	Geoffrey Bodeau, MD	Brent Bullis, MD
Neeraj Chopuri, MD	Benjamin Crandall, MD	Charles Donovan, MD
Mark Doyscher, MD	Kevin R. Edelman, MD	Eduardo Ehrenwald, MD
Christopher Engeler, MD	Nazih Farah, MD	Stephen M. Fry, MD
Frederick Gramith, MD	Douglas S. Hassell, MD	Stephen Hite, MD
Thomas Ibach, MD	Subbarao Inampudi, MD	Steven R. Jensen, MD
Jon P. Kane, MD	Eul S. Kang, MD	Richard Levey, MD
Thomas Matson, MD	Jason A. Mehling, MD	
Karla G. Myhra-Bloom, MD	James M. Mylrea, MD	John M. Nobrega, MD
Frederick R. Olson, MD	Mark C. Oswood, MD	Robin J. Parker, MD
Jeffrey J. Peterson, MD	Michael B. Plunkett, MD	Robert Pollock, MD
Paul R. Rust, MD	Lisa J. Schneider, MD	
Clark W. Schumacher, MD	Scott D. Sidney, MD	John W. Steely, MD
Christopher L. Tillotson, MD	Sara Beth Veldman, MD	Robert A. Yost, MD

Change from Provisional Status to Full Medical Staff Membership:

Joshua Kempf, DO	Courtesy Staff, Emergency Medicine
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Request for Additional Privileges:

Gary Goldberg, MD	Courtesy Staff, Urology
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Withdrawal from Medical Staff Membership:

David Brokl, MD	Courtesy Staff, Gastroenterology
Hope Bollig, PA-C	Courtesy Staff/AHP – Physician Assistant, Surgery
Thomas Lovinger, MD	Courtesy Staff, Emergency Medicine
Pepper Ethers, PA-C	Courtesy Staff/AHP – Physician Assistant, Surgery

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ACTION: A motion was made by Kay Moline to accept the recommendation of the Credentials Committee and grant reappointment or change in status for each of the practitioners listed above. The motion was seconded by Margie Nelsen and carried with all members voting in favor. A motion was made by Jerry Pfeifer to accept the recommendation of the Credentials Committee and grant clinical privileges to each of the practitioners listed above, as requested and approved by the Credentials Committee. The motion was seconded by Margie Nelsen and carried with all members voting in favor.

FINANCIAL REPORT

Ann Lauer presented the financial report for September, 2013. She noted that the month showed a total margin of positive 5.47%, and that liquidity stayed similar to August. The dashboard for financial indicators was reviewed and discussed. Revenue increased in September with both inpatient days and surgeries increased from August. Net operating revenue was \$1,627,333 for September, which is over the budget set at \$1,548,066. Operating expenses stood at \$1,541,749, below budget. September resulted in a net operating gain of \$85,584. Combined with non-operating revenue, the facility shows a gain of \$88,751. Year-to-date results show a loss of (\$367,749) compared to a budgeted loss of (\$795,998). Current Ratio at the end of September stands at 3.77, Days Cash On Hand is 109.15 days, and Days Revenue in Accounts Receivable stands at 39.50 days.

Community Care grants totaled \$14,112.24 in September. Of the 28 accounts covered, 26 accounts qualified for 100% write off, and 2 for 50% write off. Collection activity for Commission approval totaled \$85,334.33 for September, representing 192 patient accounts. Of this total, \$38,975.46 was from insured accounts, \$46,358.87 was from uninsured accounts. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$7,234.09. Gross collections activity year-to-date is \$636,680.96; gross bad debt recovery year-to-date is \$246,195.55.

Accounts Payable review for September included a total of \$693,031.64 paid via check and \$13,075.39 paid via accounting data program.

ACTION:

- 1) A motion was made by Kay Moline to approve the Financial Report for September, 2013, as presented. The motion was seconded by Margie Nelsen and carried with all members voting in favor.
- 2) A motion was made by Jerry Pfeifer to approve \$85,334.33 in write-offs to collection for September. The motion was seconded by Kay Moline and carried with all members voting in favor.
- 3) A motion was made by Kay Moline to accept the Accounts Payable Review. The motion was seconded by Margie Nelsen and carried with all members voting in favor.

Resolution to Approve Change to Financial Accounts:

ACTION: A motion was made by Jerry Pfeifer to authorize by corporate resolution the change in bank records to replace Colleen Spike, former CEO, with George Rohrich, CEO, as signatures on all River's Edge Hospital & Clinic financial accounts and investments as specified by each financial institute. The motion was seconded by Kay Moline and carried with all members voting in favor.

QUALITY / SAFETY

No report for October, 2013.

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ADMINISTRATIVE REPORT

The written report submitted by Colleen Spike and George Rohrich was reviewed. In addition, Ms. Spike noted the following:

- The registration event for the CPS-3 cancer prevention research study was held at River's Edge last evening. A total of 83 people signed up through this location. The American Cancer Society's goal of registering 300,000 people for this study should be reached in November.
- IT Updates – Representatives from Allina were on-site last Friday to provide information regarding the transition to the Epic/Excellian electronic health record. The go-live date has been moved up to September of 2014.
- River's Edge Hospital & Clinic has been designated as a Level 2 provider for Blue Cross/Blue Shield, HealthPartners and Preferred One under the Minnesota Advantage Health Plan for state employees. The co-pay amount for state employees is lower at a level 2 clinic than at a level 3 or 4, potentially providing a cost savings for the employee.
- Statistics Dashboard reports were available for review.

Mr. Rohrich brought attention to the information about strategic planning that was distributed. He also noted that Ms. Spike's last day at River's Edge will be October 31, with a farewell reception being held for the public from 4 to 6 p.m.

Jerry Pfeifer presented Ms. Spike with a formal thank-you for her service to the hospital and the St. Peter Community from Mayor Tim Strand, the City Council and City Staff.

QUALITY / EDUCATION / OPERATIONS

A. Hospital Commission By-Laws.

The Hospital Commission Bylaws had been forwarded to the City Council for final approval. The City recommended a change in the requirements for commission members to state that a commission member must be a legal "resident" of the City of St. Peter rather than a legal "voter". **ACTION:** A motion was made by Jerry Pfeifer to acknowledge the change in the Hospital Commission Bylaws to state that commission members must be legal residents of the City of St. Peter. The motion was seconded by Kay Moline and carried with all members voting in favor. The By-Laws will be forwarded to the St. Peter City Council for final approval and signature.

B. Nursing Staff Survey.

Nurses have recently participated in a survey to identify strengths and opportunities as seen by the staff. Some of the topics identified for further investigation include the orientation process for nurses, workplace culture, salary and benefits, and staff voice in departmental operations. A task force has been established to look some of the issues, work will continue on revising the orientation process and nursing retreats will be held in December.

C. Minnesota Advantage Health Plan Clinic Directory.

An example of the 2014 open enrollment web page for state employees was included in the packet for review. The web page contains the information identifying River's Edge Hospital & Clinic as a Level 2 provider.

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DIRECTOR COMMENTS

Sheri Schmidt, Director of Business Services: Ms. Schmidt questioned whether River's Edge could do anything to advertise for state employees that River's Edge is now a level 2 provider, suggesting that there could be an open house for state employees to be able to tour the clinic and meet the providers. Michelle Chalin noted that the open enrollment period for state employees is November 1-14, 2013.

Jackie Kimmet, Director of Human Resources: The annual holiday bazaar will be held on November 19, 2013.

Kristin Schultz, Director of Quality, Infection Control and Clinic Services: LeSueur, Inc. will be holding open enrollment for their employees next week. Ms. Schultz and Dr. Bauder will be on site at LSI to meet employees and promote River's Edge Clinic. LSI is also sponsoring a Biometric Screening Clinic through River's Edge for all LSI employees to have biometric measurements and screening lab work done. Ms. Schultz also noted that current employee flu vaccination is over 90%.

Todd Prafke, City Administrator: Mr. Prafke noted interest in the community by other parties to look closer at establishing an employee health care model similar to what LSI is doing.

Colleen Spike: Thanked the Commissioners for the opportunity to work for River's Edge over the past years.


Hospital Commission: Commission members thanked Ms. Spike for her service and welcomed Mr. Rohrich. Ms. Spike will be continuing to serve as a member on the Hospital Foundation committee.

ADJOURNMENT


ACTION: A motion was made by Jerry Pfeifer to adjourn the meeting. The motion was seconded by Kay Moline and carried with all members voting in favor. The meeting was adjourned at 1:46 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Tuesday, November 26, 2013, at 12 noon. This meeting will convene in the River's Edge Hospital Helen G. White Conference Room. The Finance Committee meeting will be held at 11:30 a.m.



Chairperson



Secretary