



## Hospital Commission Meeting Minutes

River's Edge Hospital & Clinic

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### **Change from Provisional Status to Full Medical Staff Membership:**

Jay Bauder, MD	Active Staff, Family Medicine
Steven Sumey, MD	Courtesy Staff, Emergency Medicine
Emily Birkholz, MD	Courtesy Staff, Ophthalmology
Dean Taylor, CRNA	Courtesy Staff, AHP, Anesthetist

### **Withdrawal from Medical Staff Membership:**

Jeffrey Eikanger, CRNA	Courtesy Staff, AHP, Anesthetist
Louis Martinez, MD	Courtesy Staff, Emergency Medicine
Christopher Fischer, MD	Courtesy Staff, Radiology
Claudia Engeler, MD	Teleradiology

**ACTION:** A motion was made by Jerry Pfeifer 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 Kay Moline and carried with all members voting in favor. A motion was made by Michelle Chalin 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 Sandy Gundlach and carried with all members voting in favor.

## **FINANCIAL REPORT**

Ann Lauer presented the financial report for May and June, 2013. The dashboard for financial indicators was reviewed and discussed. Revenue saw a decrease in May to \$1,242,591, which is under budget, and then an increase in June to \$1,591,391; over budget. Operating expenses decreased to \$1,498,973 in May and \$1,499,360 in June, both months below budget. May resulted in a net operating loss of (\$256,381), while June showed an operating gain of \$92,031. Combined with non-operating revenue, the facility shows a loss of (\$254,310) for May and a gain of \$101,845 for June. Year-to-Date results are a loss of (\$418,911) compared to a budgeted loss of (\$636,860). Current Ratio at the end of June stands at 3.82, Days Cash On Hand is 104.44 days, and Days Revenue in Account Receivable stands at 37.81 days.

Community Care grants totaled \$18,799.94 in May and \$8,011.04 in June. The majority of grants qualified for 100% write off. Collection activity for Board approval totaled \$69,913.06 for May, representing 165 patient accounts. Of this total, approximately \$37,000 was from insured accounts, \$32,000 was from uninsured accounts. Collection activity for Board approval for June totaled \$65,321.79, representing 137 patient accounts, with \$30,000 coming from insured accounts and \$34,000 from uninsured accounts. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$2,429.65 in May and \$2,023.66 in June.

Accounts Payable review included a total of \$732,701.46 paid via check and \$22,361.13 paid via accounting data program for May; \$613,341.86 paid via check and \$23,969.40 paid via accounting data program for June.

### **ACTION:**

- 1) A motion was made by Kay Moline to approve the Financial Report for May and June, 2013, as presented. The motion was seconded by Margie Nelsen and carried with all members voting in favor.

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- 2) A motion was made by Jerry Pfeifer to approve \$69,913.06 in write-offs to collection for May and \$65,321.79 in write-offs to collection for June. The motion was seconded by Michelle Chalin and carried with all members voting in favor.
- 3) A motion was made by Sandy Gundlach to approve the Accounts Payable Review. The motion was seconded by Michelle Chalin and carried with all members voting in favor.

### **QUALITY / SAFETY**

Nothing to report at this time.

### **ADMINISTRATIVE REPORT**

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

- River's Edge received an award from UCare as one of 24 clinics and care systems in Minnesota recognized for delivering high quality care to UCare's Medicaid members.
- Blue Cross/Blue Shield has stated the financial impact statement for REHC under their new payment methodology should be provided in August.
- David Martin Associates will be the new benefits broker for REHC.
- Congratulations to Michelle Chalin for earning her Trustee Certification through the Minnesota Hospital Association. Michelle was one of 16 trustees honored at the recent MHA Conference in Alexandria.
- REHC will be hosting a Rural Health Community Forum on Thursday, August 22 from 10 a.m. to 2 p.m. The forum will be conducted by the Minnesota Office of Rural Health and Primary Care for the purpose of seeking input and recommendations that will assist health care decision makers to create rural-friendly state and national health policy. Commission members interested in attending should notify Colleen Spike.
- As of September 23, 2013, the facility will be expected to be in compliance with new regulations that are part of the HIPAA-HiTech legislation.
- Statistics Dashboard reports are available for review. Overall volumes are down in comparison to the budget.

### **QUALITY / EDUCATION / OPERATIONS**

#### **A. Commission Workshops Discussion.**

Colleen Spike asked for input regarding upcoming Commission workshop sessions.

**ACTION:** Following discussion, the consensus was to schedule the first workshop meeting immediately prior to the August 28, 2013, regular Commission meeting. The workshop will be held from 11 a.m. until 12 noon, with the agenda to include discussion of the parameters for the workshops, defining priorities and future discussion topics. The Commission Finance Committee will meet at 10:30 a.m. on the August 28, and the regular Commission meeting will be scheduled from 12 noon until 2 p.m.

#### **B. Commission Bylaws Review.**

Proposed changes for Articles V through VIII of the Commission Bylaws were reviewed.

Suggested changes will be incorporated into the draft. The remaining sections of the Bylaws will be reviewed at the August Commission meeting.

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### DIRECTOR COMMENTS

#### **Paula Meskan, Director of Nursing:**

- River's Edge and the Mankato Clinic will be initiating a project to coordinate the discharge processes for Mankato Clinic patients. The Mankato Clinic will have a contact number to call and will assist with scheduling any follow-up appointments with Mankato Clinic providers.
- A Trauma Review will be completed by the State of Minnesota at some point between September-November.
- Gustavus Adolphus will be participating in next year's Hi-Step program for high school students. GAC will provide lab space and some of the program instruction.
- Paula Meskan and Carrie Lager will be participating in the upcoming Susan G. Komen 3-day walk for breast cancer.

**Kay Moline, Trustee:** Updated the Commission on Stu Johnson's health status.

### EXECUTIVE SESSION

**ACTION:** A motion was made by Kay Moline to temporarily adjourn the regular Commission meeting and enter into a closed session for the purpose of discussion of CEO candidate finalists. The motion was seconded by Jerry Pfeifer and carried with all members voting in favor. The Commission meeting was temporarily adjourned and the Executive Session was begun at 1:02 p.m.

**ACTION:** The Executive Session was concluded and the regular Commission meeting was reconvened at 2:12 p.m.

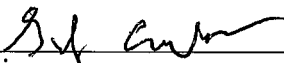
**ACTION:** A motion was made by Kay Moline to direct Jackie Kimmet, Director of Human Resources, and Todd Prafke, City Administrator, to enter into contract negotiations with CEO Candidate George Rohrich based on the parameters previously established by the Hospital Commission. The motion was seconded by Michelle Chalin and carried with all members voting in favor.

### ADJOURNMENT

**ACTION:** A motion was made by Jerry Pfeifer to adjourn the meeting. The motion was seconded by Michelle Chalin and carried with all members voting in favor. The meeting was adjourned at 2:17 p.m.

### NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, August 28, 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 10:30 a.m. The Hospital Commission Workshop meeting will be held from 11 a.m. until 12 noon.

  
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Chairperson

  
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Secretary