

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

River's Edge Hospital & Clinic – Helen G. White Conference Center

Wednesday, September 28, 2016

Present: Margie Nelsen, Blake Combellick, Secretary; Trustees: Roger Parras, John Lammert, H. Stuart Johnson, Gary Swedberg and Susan Carlin; George Rohrich, CEO; Lori Zook, CFO; Jackie Kimmet, Chief Human Resources Officer; Janelle Rauchman, Chief Quality Officer; Stephanie Holden, Chief Marketing Officer; Todd Prafke, St. Peter City Administrator; Samantha Pherson, Recorder.

Absent: Robert Meeks, Robert Christensen, MD

CALL TO ORDER

The regular meeting of the Hospital Commission was called to order at 12:30 p.m. by Chairperson Margie Nelsen.

APPROVAL OF MINUTES

The August 24, 2016 Hospital Commission Minutes were reviewed.

ACTION: A motion was made by Roger Parras to approve the August 24, 2016 Hospital Minutes. The motion was seconded by John Lammert and carried with all members voting in favor.

APPROVAL OF CONSENT AGENDA

The consent agenda includes the following:

- Approval of the September 28, 2016 Agenda.
- Approval of the September 13, 2016 Medical Staff Minutes.
- Acceptance of the September 21, 2016, Finance Committee Minutes.
- Acceptance of the August 17, 2016 Quality Management Committee Minutes.
- Acceptance of the September 21, 2016, Quality Management Committee Meeting Minutes.

There was a request from George Rohrich to add an item to the agenda. Mr. Rohrich requested to add a capital budget request for hospital inpatient rooms 16 & 17 to agenda item 9D, Administrative Report.

ACTION: A motion was made by H. Stuart Johnson to approve the amended consent agenda to include the requested agenda item, capital budget request for hospital inpatient rooms 16 & 17. The motion was seconded by Blake Combellick and carried with all members voting in favor.

GENERAL VISITOR COMMENTS

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

COMMITTEE ASSIGNMENTS

Hospital Commission Member Robert Meeks is unavailable to attend the Quality Committee Meeting. After a brief discussion it was decided to appoint Commission Member Gary Swedberg to the Quality Committee.

EDUCATION REPORT

A webinar on the topic of Introduction to MIPS was held on September 13, 2016, with commissioners and others in attendance. The next educational webinar will be held October 19, 2016; the topic will be Changing Board Engagement with the Medical Staff.

CONTINUED

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: None

Reappointment to the Medical Staff:

Dennis D. Gremel, MD	Courtesy Staff, Pathology
April M. Quigley, PA-C	Active Staff, Surgical PA
Brenna K. Serdar, PA-C	Courtesy Staff, Surgical PA

Change in Category – Provisional to Full Membership:

Suzette L. Barakat, MD	Active Staff, IM/Hospitalist
Mary D. Mackenburg-Mohn, CNP	Courtesy Staff, Emergency Medicine
Eric R. Van Hecke, PA-C	Courtesy Staff, Emergency Medicine

Increase in Privileges: None

Withdrawn from Medical Staff:

Mark S. Akland, MD	Courtesy Staff, Family Medicine
Andrea B. Jolley, MD	Courtesy Staff, Emergency Medicine

ACTION:

- 1) A motion was made by Blake Combellick 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 Susan Carlin and carried with all members voting in favor.

QUALITY REPORT

The Quality Management Committee minutes from the August and September meetings were reviewed. The Quality Graphs were reviewed by Janelle Rauchman. The graphs contain results from a number of measurable and reportable quality measures. There was discussion on the number of falls for the year. For the current year we have had a total of five falls. Every fall is reviewed in the Falls Committee to help improve the steps to prevent falls.

ADMINISTRATIVE REPORT

A. Executive Summary.

The written report submitted by George Rohrich was reviewed.

- August has a positive bottom line. River's Edge is showing a month-to-date bottom line of approximately \$316,000, versus a month-to-date budget of (\$133,000). Year-to-date Actual is \$840,000 vs Year-to-date Budget (\$297,000).
- August results show a decrease of cash on hand of \$125,000 resulting in balance of \$8.6 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 August, 2016, was reviewed. Of the 18 measured activities, 13 are green.

C. 2017-2019 Strategic Plan

A copy of the 2017-2019 Strategic Plan was presented to the Hospital Commission to review. The commission members should review the strategic plan and bring any changes they would like to discuss to the October Hospital Commission Meeting.

D. Hospital Inpatient Rooms 16 & 17 Project

The Hospital Commission was presented with multiple proposals from Met-Con labeled A-E that layout different options for renovating hospital inpatient room 16 and 17. After some discussion it was determined that option E of the proposal would best meet the needs of the patients. The estimated cost for the renovation would be \$33,575.

ACTION: A motion was made by Roger Parras to approve option E of the Met-Con proposal for an estimated cost of \$33,575. The motion was seconded by John Lammert and carried with all voting in favor.

FINANCIAL REPORT

A. August Financial Summary.

Lori Zook presented the financial report for August, 2016. Minutes from the September 21, 2016, Finance Committee meeting were available for review. The month of August had a Net Operating Income of \$311,927 and a year-to-date gain of \$829,999. Total Patient Revenue stands at \$5,019,472. Year-to-date Total Patient Revenue stands at \$37,061,547, over a YTD budget of \$28,278,905. August Net Patient Revenue stands at \$2,708,595 with a budget of \$2,144,141. Monthly Net Operating Revenue stands at \$2,749,787, versus a budget of \$2,160,874.

Year-to-date Gross Revenue is \$37,060,438 versus a budget of \$28,278,905 which is \$8,781,533 over budget. Year-to-date Net Patient Revenue is \$19,943,605 versus a budget of \$18,408,263 or \$1,535,342 above budget. Year-to-date Total Operating Expenses are \$19,370,571 versus a budget of \$18,874,576 or \$495,995 above budget.

Cash flow for August was negative at (\$128,226). Current Ratio at the end of August stands at 3.36. Days Cash On Hand is 108.02 days, and Days Revenue in Accounts Receivable stands at 53.34 days.

B. Write-Off to Collection.

Community Care grants totaled \$16,545.15 in August, covering 12 accounts that qualified for 100% write-off. Two of those accounts were previously in bad debt status. Presumptive Community Care grants totaled \$52,818.72, covering 44 patients and 91 accounts with 14 uninsured. Year-to-Date Community Care grants total \$71,770. Collection activity approval totaled \$113,233.10. Year-to-Date collection activity stands at \$942,874. 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 \$12,502.33, year-to-date recovery total of \$180,947.

ACTION: A motion was made by John Lammert to accept the recommendation made by the Finance Committee for approval of \$16,545.15 in Community Care grants, \$52,818.72 in Presumptive Community Care grants and \$113,233.10 in write-offs to collection for August. The motion was seconded by Susan Carlin and carried with all members voting in favor.

C. Accounts Payable Review.

Accounts Payable review for July included a total of \$2,303,712 paid via check.

ACTION: A motion was made by Susan Carlin to recommend approval of checks totaling \$2,303,712. The motion was seconded by H. Stuart Johnson and carried with all voting in favor.

D. Capital Equipment Requests.

1) Portable X-ray Machine.

A recommendation was brought forward from the Finance Committee to purchase the Shimadzu Portable X-ray Machine. River's Edge currently has two portable x-ray machines, but one remains out of order. The cost to repair the out of order machine would be more than the value of the machine. The cost of purchasing the Shimadzu Portable X-ray Machine is \$31,820.

ACTION: A motion was made by Susan Carlin to approve the purchase of the Shimadzu Portable X-Ray Machine at a total cost of \$31,820. The motion was seconded by John Lammert and carried with all voting in favor.

2) OR Lights.

A recommendation was brought forward from the Finance Committee for the approval to purchase Skytron Stellar LED Operating Room Lights. The purchase of this equipment would replace the current operating rooms lights. The current lights are no longer supported and parts are no longer available for future repairs. The cost of purchasing the Skytron Stellar LED Operating Room Lights would be \$19,565.39.

ACTION: A motion was made by Susan Carlin to approve the purchase of Skytron Stellar LED Operating Room Lights for the cost of \$19,565.39. The motion was seconded by Blake Combellick and carried with all members in voting favor.

ROUNDTABLE COMMENTS

Stephanie Holden:

1. Girls Night Out is on October 6, 2016.
2. Open House for new Ambulance is on Friday, October 14, 2016 from 1:00 p.m. - 3:00 p.m.

Paula Meskan:

1. November 1, 2016 Urgent Care Hours will be changing.
Monday – Friday 12:00 p.m. - 8:00 p.m.
Saturday & Sunday 8:00 a.m. - 8:00 p.m.
Holidays 12:00 p.m. - 6:00 p.m.

George Rohrich:

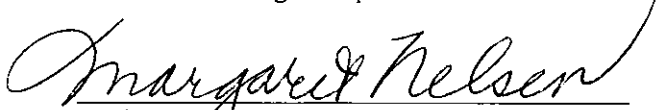
1. River's Edge Hospital has been in discussion with Allina about contracting their services for staffing of paramedics for the ambulance. River's Edge would retain the ambulance, the ambulance services, and the license for the ambulance.

ADJOURNMENT

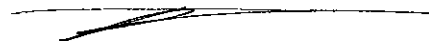
ACTION: A motion was made by Roger Parras to adjourn the meeting. Motion seconded by H. Stuart Johnson and carried with all voting in favor. Meeting was adjourned at 1:45 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, October 26, 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, October 19, 2016, at 1:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.



Chairperson



Secretary