

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

River's Edge Hospital & Clinic Conference Room

Wednesday, January 30, 2013

Present: Gil Carlson, Chairperson; Michelle Chalin, Vice-Chairperson; Kay Moline, Secretary-Treasurer; Trustees: Sandy Gundlach, Margie Nelsen, Jerry Pfeifer; Colleen Spike, CEO; Dr. Michael Sparacino, Chief Medical Officer; Dr. Susan Klenk, Medical Staff President; Kristin Schultz, Director of Quality, Infection Control and Clinic Services, Sheri Schmidt, Director of Business Services; Patty Roessler, Director of Ancillary Services; Jackie Kimmet, Director of Human Resources; Tom Wilcox, Director of Environmental Services; Paula Meskan, Director of Nursing; Ann Lauer, Director of Finance; Todd Prafke, City Administrator; Guest Brian Bohn, Mayo Clinic Health System Manager for St. Peter and LeSueur; and Paulette Redman, Recorder.

Absent: H. Stuart Johnson, Trustee.

The regular meeting of the Hospital Commission was called to order at 12:22 p.m. by CEO Colleen Spike.

Todd Prafke administered the oath of office to Sandy Gundlach and Michelle Chalin, who agreed to be sworn as members of the Commission. Mr. Prafke thanked both for their service. Commission members were then asked to complete the following forms: Confidentiality of Patient Information; General Authorization and Release, and Public Officers' Interests in Contracts.

ELECTION OF OFFICERS

Commission members were presented with ballots to vote for members for the offices of Chairperson, Vice-Chairperson, and Secretary-Treasurer.

ACTION: The ballots were completed and votes tallied. Commission members voted into office: Chairperson – Gil Carlson, receiving 4 votes; Vice-Chairperson – Michelle Chalin, receiving 5 votes; Secretary-Treasurer – Kay Moline, receiving 4 votes.

Colleen Spike turned the meeting over to Chairperson Gil Carlson.

APPOINTMENT OF COMMITTEE MEMBERS

Committee appointments were made as follows:

Finance Committee: H. Stuart Johnson, Gil Carlson.

Quality / Patient Safety: Michelle Chalin, Sandy Gundlach.

River's Edge Medical Staff Advisory Group: Kay Moline, Margie Nelsen.

APPROVAL OF AGENDA

The agenda for the January 30, 2013, meeting was reviewed.

ACTION: A motion was made by Jerry Pfeifer to approve the agenda as presented. The motion was seconded by Michelle Chalin and carried with all members voting in favor.

APPROVAL OF MINUTES

The minutes of the regular Hospital Commission meeting and Strategic Planning meeting of December 18, 2012, were reviewed.

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ACTION: A motion was made by Margie Nelsen to approve the regular Commission meeting and Strategic Planning meeting minutes of December 18, 2012, as presented. The motion was seconded by Kay Moline and carried with all members voting in favor.

MEDICAL STAFF

A. Medical Staff Meeting Minutes. The minutes of the January 8, 2013, Medical Staff meeting were reviewed.

ACTION: A motion was made by Michelle Chalin to acknowledge receipt of the Medical Staff meeting minutes of January 8, 2013. The motion was seconded by Margie Nelsen 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 listed on the report:

Initial Appointment to Medical Staff:

Joshua Kempf, DO Courtesy Staff, Emergency Medicine

Reappointment to the Medical Staff:

Mareve Kayfes, MD Courtesy Staff, Radiology

Change in Status:

Barry Sewall, MD Change from Provisional to Full Membership, Courtesy Staff,
Radiology

Morgan Althoen, MD Change from Provisional to Full Membership, Courtesy Staff,
Radiology

Withdrawals from the staff include Matthew Stone, MD, Radiology.

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

FINANCIAL REPORT

Colleen Spike introduced Ann Lauer, CPA, as the new Director of Finance for River's Edge Hospital & Clinic. A statistical dashboard was presented and discussed. The financial report for December, 2012, was presented. The report is preliminary, with a final report to be completed following the annual audit in March. Revenue over expense for the month resulted in a gain of \$311,352, and when combined with non-operating gain for December showed a net gain of \$348,478. Year-to-date there is a net loss of (\$1,120,221).

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Community Care grants for December totaled \$5,360, year-to-date total of \$180,464. Bad debt totaled \$47,805.00 for December. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$178,104 year-to-date for 2012.

ACTION: Jerry Pfeifer made a motion to approve the December, 2012, financial report as presented, along with payment of bills, write-offs to collection and bad debt, and accounts payable review. The motion was seconded by Kay Moline and carried with all members voting in favor.

QUALITY / SAFETY

No report at this time.

ADMINISTRATIVE REPORT

The written report submitted by Colleen Spike was reviewed.

Ms. Spike also noted the following:

- Simulation mannequins and the new tele-stroke equipment have arrived. Commissioners may tour the ED to see the new equipment after the meeting.
- The hospital has been recertified as a Level 4 Trauma Center. Level 4 Trauma Centers provide services to stabilize and transfer trauma patients. Recertification is granted following a survey process by the Minnesota Department of Health.
- Blue Cross/Blue Shield is proposing changes in the mechanisms by which Critical Access Hospitals are reimbursed. Ms. Spike will keep commissioners apprised of the status of this proposal.
- Michelle Chalin has completed the requirements for MHA Trustee Certification. She will be presented with this certificate at the MHA Summer Trustee Conference in July. Stu Johnson has attended the Trustee Rookie Camp as the first step in certification.

QUALITY / EDUCATION / OPERATIONS

A. Minnesota Hospital Association Trustee Conference Highlights.

Colleen Spike, Michelle Chalin, Sandy Gundlach and Stu Johnson attended the recent Trustee Conference and presented some thoughts and comments regarding the information presented.

DIRECTOR'S COMMENTS

Brian Bohn, Clinic Manager for MCHS, St. Peter/LeSueur: Mr. Bohn noted his appreciation for the opportunity to be in attendance at the meeting. He stated he is looking forward to the opportunity to enhance communications between the local care providers.

ADJOURNMENT

ACTION: Gil Carlson adjourned the regular meeting of the Hospital Commission 1:10 p.m. The Commissioners remained for a discussion with Todd Prafke and Jackie Kimmet regarding the hiring processes for a new CEO.

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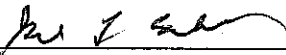
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NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, February 27, 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