

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

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

Wednesday June 24, 2015

<i>Present:</i>	<input checked="" type="checkbox"/>	Margie Nelsen, Chairperson	<input checked="" type="checkbox"/>	Roger Parras, Trustee	<input type="checkbox"/>	Sheri Schmidt, Director of Business Services
	<input checked="" type="checkbox"/>	Kay Moline, Vice- Chairperson	<input type="checkbox"/>	George Rohrich, CEO	<input checked="" type="checkbox"/>	Stephanie Hill, Director of Marketing
	<input checked="" type="checkbox"/>	Sandy Gundlach, Secretary - Treasurer	<input type="checkbox"/>	Nadia Malik, MD, Medical Staff President	<input checked="" type="checkbox"/>	Tom Wilcox, Director of Environmental Services
	<input type="checkbox"/>	Susan Carlin, Trustee	<input checked="" type="checkbox"/>	Ann Lauer, Director of Finance	<input checked="" type="checkbox"/>	Laura Brink, Director of Clinic Services
	<input checked="" type="checkbox"/>	H. Stuart Johnson, Trustee	<input checked="" type="checkbox"/>	Jackie Kimmet, Director of Human Resources	<input type="checkbox"/>	Todd Prafke, City Administrator
	<input checked="" type="checkbox"/>	Bob Meeks, Trustee	<input checked="" type="checkbox"/>	Paula Meskan, Director of Nursing	<input checked="" type="checkbox"/>	Sarah Kelley, Administrative Assistant
	<input type="checkbox"/>	Blake Combellick, Trustee	<input type="checkbox"/>	Roxanne Portner, Director of Quality and Infection Control	<input type="checkbox"/>	

CALL TO ORDER

The regular meeting of the Hospital Commission was called to order at 12:24 p.m. by Chairperson Margie Nelsen.

APPROVAL OF CONSENT AGENDA

A motion was made by Bob Meeks to approve the Consent Agenda. The motion was seconded by Sandy Gundlach and carried with all members voting in favor. The Consent Agenda included approval of the June 24, 2015 Agenda, approval of the Commission meeting minutes of May 27, 2015, acceptance of the Medical Staff meeting minutes of June 9, 2015, and acceptance of the Finance Committee meeting minutes of June 17, 2015.

GENERAL VISITOR COMMENTS

There were no visitors present requesting to address the Commission.

MEDICAL STAFF

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:

Initial Appointment to the Medical Staff:

Marvin Lee, MD	Active Staff, IM/Hospitalist
Victoria Lossen, MD	Courtesy Staff, Ophthalmology
Timothy Ebbitt, MD	Courtesy Staff, Teleradiology

Reappointment to the Medical Staff:

Christopher Pippert, CRNA	Courtesy Staff, Nurse Anesthetist
Josser Delgado, MD	Courtesy Staff, Teleradiology
Bjorn Engstrom, MD	Courtesy Staff, Teleradiology

Change in Category – Provisional to Full Membership:

Orrie Chazin, PA-C	Courtesy Staff, Surgical PA
Hussein Egal, MD	Courtesy Staff, Emergency Medicine
Andrea Jolley, MD	Courtesy Staff, Emergency Medicine
Michelle Quale, CNP	Courtesy Staff, Emergency Medicine
Brenna Serdar, PA-C	Courtesy Staff, Surgical PA

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Colleen Weed, PA-C
Bradly Williams, MD

Courtesy Staff, Emergency Medicine
Courtesy Staff, Emergency Medicine

Withdrawal from Medical Staff:

Viorel Guter, MD
Andrew Johnson, CRNA

Courtesy Staff, Emergency Medicine
Courtesy Staff, Nurse Anesthetist

ACTION: A motion was made by Bob Meeks 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 Bob Meeks 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 Roger Parras and carried with all members voting in favor.

ADMINISTRATIVE REPORT

A. Executive Summary.

The written report submitted by George Rohrich was reviewed. Mr. Rohrich was out of the office during the meeting. Paula Meskan, Director of Nursing, addressed the Commission as acting CEO, noting that May was a good month statistically and great month financially, enabling us to continue to be ahead of budget for the month and Year-to-Date. We recorded a positive bottom line far ahead of our budget expectation and made up almost our entire year-to-date deficit!

We had a Medicare Cost Report payable in the amount of \$345,000 which resulted in a decrease of cash on hand or \$292,000 this month and resulting in a YTD increase of \$112,000.

Inpatient surgical procedures continue to trend positively:

January:	21
February:	27
March:	46
April:	31
May:	43
June:	46 as of June 24, 2015

Remember these procedures are a Key Indicator Budgeted at 28 procedures per month.

B. Statistical Dashboard.

The statistical report for May was reviewed. The Statistics Dashboard shows us:

- 10 of 19 measured activities are Green. This is 1 less than last month.
- The increase in Inpatient Surgical Procedures continues to translate into a higher Average Daily Census (ADC) in Acute.
- Swing Bed days remain very low. This is an area of focused attention.

C. Renovation Project.

The Renovation Project Proposal for the top three priorities has arrived; Hospitalist/On-Call Room Renovation, Emergency Department Renovation and Business Office Renovation. Mr. Rohrich recommended we move forward with the Hospitalists/On-Call Room Renovation at this time, and put the other two priorities on a temporary hold. After discussion, it was decided to move forward only with the Hospitalist/On-Call Room at this time to conserve our cash on hand.

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ACTION: A motion was made by Sandy Gundlach to approve the Hospitalists/On-Call Room Renovation at a cost of \$15,900. The motion was seconded by Kay Moline and carried with all members voting in favor.

D. Updates.

Ms. Meskan reported the following:

- Our refurbished Fracture Table has arrived and is now able to be utilized.
- Starting in July, we are working with OFC to be able to accept direct admits.
- REHC has signed a three year contract with SightPath. SightPath is an Ophthalmology Equipment and Services Center in Minneapolis. We can now schedule cataract surgeries, and SightPath will come to REHC with all equipment and implants needed for the surgeries. This will prevent REHC from having to buy the equipment and save money. Our first day of surgeries we had 8 patients and had 10 patients today.

E. Webinar Handout.

Mr. Meeks explained the Trustee Webinar handout, which was included in the Commission Packet. The graph is what is used to make decisions by hospitals and their Commissions. It is focusing on the patient, and the patient's needs. It was suggested to have this slide present in each Commission packet to keep it in the forefront of the Commission's mind.

FINANCE

Ms. Nelsen addressed the Commission regarding the Financial Handouts. The Commission will not be going over each Financial Report, as the Finance Committee is now reviewing each report thoroughly. The Commission will not be "accepting", instead will be "approving" motions already made by the Finance Committee.

- Financial Summary.** Ann Lauer presented the Financial Summary. Gross Revenue for the month of May stood at \$3,483,133 with Year-to-Date at \$15,138,139. Net Patient Revenue stood at \$2,257,730 and Operating Expenses at \$2,080,783. Net Income for the month of May was \$203,790. Year-to-Date was a loss of (\$22,531) with a Budget of (\$365,114), showing we are \$342,583 ahead of budget. Operating Cash for the month of May stood at \$4,195,295 and Funded Depreciation Cash stood at \$3,508,084. Cash Flow for May stood at (\$291,842).
- Financial Dashboard.** Ann Lauer presented the Financial Dashboard. Current Ratio at the end of May is 3.02. Days Cash (All Sources) On Hand is 121.76 and Days Revenue in Accounts Receivable stands at 59.62 days.
- Write-Off to Collection.** Community Care grants totaled \$8,329.16 in May, covering 12 accounts that qualified for 100% write-off. Year-to-Date Community Care grants total \$24,991. Collection activity for Commission approval totaled \$90,924.44 for May, representing 153 patient accounts. Year-to-Date collection activity stands at \$303,944. Year-to-date, \$194,160.98 of gross bad debts has been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$5,368.49, year-to-date recovery total of \$161,025.

ACTION: A motion was made by Kay Moline to accept \$8,329.16 in Community Care grants and \$90,924.44 in write-offs to collection for May. The motion was seconded by Roger Parras and carried with all members voting in favor.

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- D. Accounts Payable Review.** The Check Review list was given to the Finance Committee at the Finance meeting on June 17, 2015, and reviewed.

ACTION: A motion was made by H. Stuart Johnson to accept the Accounts Payable checks in the amount of \$1,433,723.48. The motion was seconded by Sandy Gundlach and carried with all members voting in favor.

QUALITY REPORT

- A. Quality Management Committee Meeting Minutes.**
The Quality Meeting for June was rescheduled due to scheduling conflicts. There were no minutes to report.
- B. Quality Dashboard**
There were no Dashboard statistics to review at this time.

DIRECTOR COMMENTS

Margie Nelsen: Expressed appreciation to Ann Lauer, Tom Wilcox and Sheri Schmidt for their hard work and dedication to REHC. This will be the last Commission Meeting they will be attending due to changes in Executive staff within the Hospital. Ms. Nelsen also thanked Paula Meskan for stepping in as acting CEO for the Hospital Commission Meeting in George Rohrichs absence.

Kay Moline: Recognized Ms. Meskan for her work at the Institute for the Department of Nursing students and the National Advisory Board for Nursing at Gustavus Adolphus College.

Bob Meeks: Also expressed appreciation and thanked Ms. Lauer, Mr. Wilcox and Ms. Schmidt for their hard work. Mr. Meeks also noted he had a friend admitted to REHC, came to visit the patient, and was very impressed with the nurses. He said the nurses were outstanding with the patient and wanted to thank all employees at REHC for being such friendly, competent staff for our patients.

Roger Parras: Noted he has a fresh insight into REHC and the quality of care seems very good and REHC has creative ways to take care of our patients.

Tom Wilcox: Acknowledged the Commission members for their support of REHC.

Jackie Kimmet: Noted Gregg Chartrand will start on Tuesday, June 30, as REHC's new CFO. We had completed phone, skype and in person interviews. Gregg and his wife are from Wyoming, MN, and will be relocating to St. Peter for the position. Gregg will be presenting the financial information at next month's Commission meeting.

Stephanie Hill: Noted the Hospital Foundation is raising money to purchase a new Ambulance for REHC. One way the Foundation is working to raise funds is working with the Mankato Moondogs during one of their games in July. Anyone wanting to purchase tickets can go to the Moondogs ticket page and enter a promotion code. \$3.00 from each \$8.00 ticket sale will go towards the purchase of a new Ambulance. There are 3 members stepping down from the Hospital Foundation, one being a Commission Member as a Hospital Commission Representative to the Foundation. Anyone interested in being on the Foundation can let Margie Nelsen know. The second Community Newsletter is going out today. Two Doctors are featured in the newsletter for being part of Minnesota Doctors for People Mission Group. Ms. Hill was asked to join the South Central Minnesota Committee to represent the American Cancer Society. It is a great opportunity to go around South Central Minnesota and educate people on what the American Cancer Society does.

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Laura Brink: Noted we have not received a report from Eide Bailly regarding the Clinic. There is one CMA position in the Clinic, Occupational Therapist and Physical Therapist position available.

Paula Meskan: Noted REHC received a grant for \$3,900 from the South Central Regional Coalition for our work this past year at regional exercises and work groups in preventing active violent events. We continue to focus on Active Violent Events and Continuation of Operation plan. If we experience an event that impacts our building or resources, what we would do to continue to be operational. REHC received our report from DNV and we had 15 non-conformities. 8 "Level 1" and 7 "Level 2". We need to report a plan back to DNV regarding the "Level 1" non-conformities. We sent our report back last week, and are now waiting to hear from DNV to see if they will accept our plans. A summary of the non-conformities and status of resolution will be presented to the Commission at the next meeting. The Hospital is re-certifying for a renewal of a Level 4 Trauma Center. This will allow us to provide treatment to a trauma patient instead of sending them away to the next trauma facility. We are also working with nursing students from Gustavus, Rasmussen and Bethany. Surgical Technician positions are difficult to fill, so we will be pursuing students from various programs to help fill the position.

Sandy Gundlach: Noted she will not be at the August 26th Commission meeting. Ms. Gundlach has noticed the hospital figures have really turned around over the last couple of years.

H. Stuart Johnson: Noted he is interested on serving on the Hospital Foundation.

ADJOURNMENT

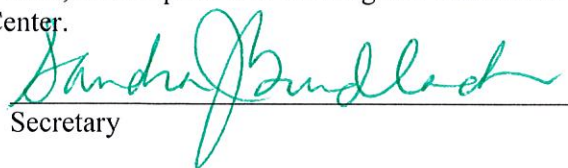
ACTION: A motion was made by Sandy Gundlach to adjourn the Hospital Commission meeting at 1:30 p.m. The motion was seconded by H. Stuart Johnson and carried with all members voting in favor.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, July 29, 2015, at 12:20 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 July 22, 2015, at 1:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.



Chairperson



Secretary