

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

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

Wednesday, October 25, 2017

Present: Margie Nelsen, Chairperson; John Lammert, Vice Chairperson; Blake Combellick, Secretary; Trustees: Susan Carlin, Gary Swedberg, Roger Parras, MaryAnn Harty; George Rohrich, CEO; Lori Zook, CFO; Jackie Kimmet, Chief Human Resources Officer; Janelle Rauchman, Chief Quality Officer; Paula Meskan, Chief Nursing Officer; Stephanie Holden, Chief Marketing Officer; Todd Prafke, City Administrator; Samantha Pherson, Recorder.

Absent: Schelli McCabe, Laura Hulsebus.

CALL TO ORDER

The regular meeting of the Hospital Commission was called to order at 12:31 p.m. by Chairperson Margie Nelsen.

APPROVAL OF AGENDA

The October 25, 2017 Agenda was reviewed.

ACTION: A motion was made by John Lammert to approve the October 25, 2017 agenda. The motion was seconded by Roger Parras and carried with all members voting in favor.

APPROVAL OF MINUTES

The September 27, 2017 Hospital Commission Minutes were reviewed.

ACTION: A motion was made by Blake Combellick to approve the September 27, 2017 Hospital Commission Minutes. The motion was seconded by Gary Swedberg and carried with all members voting in favor.

APPROVAL OF CONSENT AGENDA

The consent agenda includes the following:

- Acceptance of the October 18, 2017 Finance Committee Meeting Minutes.
- Acceptance of the October 18, 2017 Quality Committee Meeting Minutes.

ACTION: A motion was made by John Lammert to approve the consent agenda. The motion was seconded by Roger Parras and carried with all members voting in favor.

GENERAL VISITOR COMMENTS

Visitors: Charles Zieman, Mayor of Saint Peter; Nancy Madsen, Saint Peter Herald; John Albert, AHFD; David Johnson, JJCA; Richard Lewis, QHR; Dave Yackell, QHR.

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:

Rachel A. Prosser, CNP	Courtesy Staff/Urgent Care
Dennis L. Tranel, PA-C	Courtesy Staff/ Emergency Medicine

Reappointment to the Medical Staff:

Timothy W. Hockenberry, MD	Active Staff, FM/Hospitalist
David J. Orcutt, MD	Courtesy Staff/General Surgery
Steven S. Souchtchenko, DO	Courtesy Staff/Emergency Medicine
Thomas V. Soukup, DO	Courtesy Staff/ Emergency Medicine
Norman Arslanlar, MD	Courtesy Staff/Teleradiology
Geoffrey Bodeau, MD	Courtesy Staff/Teleradiology
Brent Bullis, MD	Courtesy Staff/Teleradiology
Charles Donovan, MD	Courtesy Staff/Teleradiology
Mark Doyscher, MD	Courtesy Staff/Teleradiology
Kevin Edelman, MD	Courtesy Staff/ Teleradiology
Stephen Fry, MD	Courtesy Staff/Teleradiology
Douglas Hassell, MD	Courtesy Staff/Teleradiology
Stephen Hite, MD	Courtesy Staff/Teleradiology
Thomas Ibach, MD	Courtesy Staff/Teleradiology
Subbarao Inampudi, MD	Courtesy Staff/Teleradiology
Jon Kane, MD	Courtesy Staff/Teleradiology
Jason Keszler, MD	Courtesy Staff/Teleradiology
Thomas Matson, MD	Courtesy Staff/Teleradiology
Lisa Miller, MD	Courtesy Staff/Teleradiology
David Mills, MD	Courtesy Staff/Teleradiology
Karla Myhra-Bloom, MD	Courtesy Staff/Teleradiology
John Nobrega, MD	Courtesy Staff/Teleradiology
Robin Parker, MD	Courtesy Staff/Teleradiology
Michael Plunkett, MD	Courtesy Staff/Teleradiology
Robert Pollock, MD	Courtesy Staff/Teleradiology
Paul Rust, MD	Courtesy Staff/Teleradiology
Lisa Schneider, MD	Courtesy Staff/Teleradiology
Clark Schumacher, MD	Courtesy Staff/Teleradiology
Scott Sidney, MD	Courtesy Staff/Teleradiology
John Steely, MD	Courtesy Staff/Teleradiology
Christopher Tillotson, MD	Courtesy Staff/Teleradiology
Huy Tran, MD	Courtesy Staff/Teleradiology
Sara Veldman, MD	Courtesy Staff/Teleradiology
Pamela Wymore, MD	Courtesy Staff/Teleradiology
Robert Yost, MD	Courtesy Staff/Teleradiology

Change in Category – Provisional to Full Membership:

John R. Bergquist, MD	Courtesy Staff /Emergency Medicine
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Provisional Membership: None

Increase in Privileges: None

Change in Staff Category: None

CONTINUED

Withdrawn from Medical Staff:

Suzette Barakat, MD
Muhamed Durakovic, MD
Eduardo Ehrenwald, MD
Eul Kang, MD

Active/IM-Hospitalist
Courtesy/Emergency Medicine
Courtesy/Teleradiology
Courtesy/Teleradiology

ACTION:

- 1) A motion was made by MaryAnn Harty 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 John Lammert 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 Gary Swedberg and carried with all members voting in favor.

QUALITY COMMITTEE

The Quality Management Committee reviewed the minutes from the October 18, 2017 meeting. The Quality Graphs were reviewed by Janelle Rauchman. The graphs contain results from a number of measurable and reportable quality measures.

PROFESSIONAL SERVICES AGREEMENT

Craig Peterson of Insight Healthcare reviewed the Professional Services Agreement between River's edge Hospital and the Orthopaedic Fracture Clinic. There was discussion following the presentation about responsibilities and compensation.

ACTION: A motion was made by Roger Parras to approve the Professional Services Agreement between River's Edge Hospital and the Orthopaedic Fracture Clinic. The motion was seconded by Blake Combellick and carried with all members voting in favor.

ADMINISTRATIVE REPORT

A. Executive Summary.

The written report submitted by George Rohrich was reviewed.

- River's Edge is showing a month-to-date bottom line for the month of September of approximately \$71,800 versus a month-to-date budget of \$111,500. Year-to-date Actual is \$913,336 vs Year-to-date Budget \$1,367,000.
- September results show a increase of cash on hand of \$2.02M resulting in balance of \$12.19M million. The 2017 Year End Budget goal is \$11.98M.

B. Statistical & Strategic Plan Dashboards.

The statistical report for September, 2017, was reviewed. Of the 17 measured activities, 8 are green. The monthly strategic report was also reviewed.

C. QHR Project Update & Industry Update

Richard Lewis and Dave Yackell from Quorum Health Resources updated the Hospital Commission on the changes they have helped to make with the supply chain contracts.

D. 2018 Hospital Expansion Project Updates.

John Albert provided the Hospital Commission with an update on the expansion project. McGough Construction will have a detailed construction cost estimate and early guaranteed maximum price by next week. The USDA loan process is on schedule to be completed in early November.

FINANCIAL REPORT

A. September Financial Summary.

Lori Zook presented the financial reports for September. The month of September had a Net Operating Income of \$122,994 and a year-to-date gain of \$1,359,648. Total Patient Revenue stands at \$5,281,732. Year-to-date Total Patient Revenue stands at \$47,914,787, over an YTD budget of \$49,767,513. September Net Patient Revenue stands at \$2,734,537 with a budget of \$2,750,482. Monthly Net Operating Revenue stands at \$2,664,678, versus a budget of \$2,764,483. Monthly Operating Expenses stands at \$2,542,684 over budget of \$2,656,420.

Year-to-date Gross Revenue is \$47,914,787 versus a budget of \$49,767,513 which is (\$1,852,726) under budget. Year-to-date Net Patient Revenue is \$25,171,367 versus a budget of \$25,231,965 or (\$60,698) under budget. Year-to-date Total Operating Expenses are \$23,995,269 versus a budget of \$24,024,426 or (\$29,157) under budget.

B. Write-Off to Collection.

Community Care grants totaled \$7,272.80, covering 8 accounts. Presumptive community care grants totaled \$31,526.42 covering 50 patients and 69 accounts. Year-to-Date Community Care grants total \$405,236. Collection activity approval totaled \$107,412.53. Year-to-Date collection activity stands at \$785,709. Year-to-Date \$329,734 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$9,162.22, year-to-date recovery total of \$221,946.

ACTION: A motion was made by John Lammert to accept the recommendation made by the Finance Committee for approval of Community Care grants in the amount of \$7,272.80, Presumptive Community Care grants in the amount of \$31,526.42 and \$107,412.53 write-offs to collection for September. The motion was seconded by John Susan Carlin and carried with all members voting in favor.

C. Accounts Payable Review.

The Check Review list was given to the Finance Committee and reviewed. The total amount for the month of September is \$1,195,438.

ACTION: A motion was made by Gary Swedberg to accept checks totaling \$1,195,438. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

E. Capital Equipment

1. Snow Blower

The Hospital Commission reviewed the request to purchase a 2016 model Erskine 2410XL Snow Blower. There is a need to purchase a snow blower for this coming winter. The purchase of this item would decrease the cost of contracts we have with snow removal companies and also for the rental of equipment. The hospital would like to maintain safety for patients and employees throughout the winter months. The cost of the 2016 model Erskine 2410XL Snow Blower is \$5,700 which is the preferred option to purchase. There is only one 2016 model available to purchase so a request is being made to approve the amount of the 2017 model for \$6,540.

ACTION: A motion was made by Gary Swedberg to approve the purchase of the 2107 Erskine Snow Blower for the cost of \$6,540 knowing that if the 2016 model for \$5,700 is available then that would be purchased. The motion was seconded by Blake Combellick and approved with all voting in favor.

2. River's Edge Re-Branding

The Hospital Commission reviewed the request to contract with Lime Valley Advertising to re-brand the River's Edge Hospital. Currently the official name of the hospital is River's Edge Hospital & Clinic, the hospital would like to be called Rivers Edge Hospital, dropping the "& Clinic". Lime Valley advertising would help to re-brand the facility by refreshing the logo and the color palette for River's Edge. The cost for the re-branding project would be \$8,600.

ACTION: A motion was made by Roger Parras to approve the contracting with Lime Valley Advertising for the re-branding of River's Edge Hospital for the cost of \$8,600. The motion was seconded by Gary Swedberg and approved with all voting in favor.

ROUNDTABLE COMMENTS

Stephanie Holden:

1. Saint Peter Girls Night Out.
 - a. 300 people attended the event.
 - b. It was an educational event.
 - c. Four individuals scheduled Mammograms.
 - d. Tracie Lafata from the PT/OT Department was on hand to talk about how she provides lymphedema treatment.
2. Saint Peter Fun Run on Saturday, October 28th, REHC is one of the sponsors.
3. November 20th – Educational Session at REHC about Advanced Directives.
4. November 16th National Rural Health Day.

Paula Meskan:

1. If you are interested in participating in the High-Step Interviews please let Paula know.
2. Anesthesia Management Solutions started on October 16, 2017. There will be a MDA here 1-3 days a week.

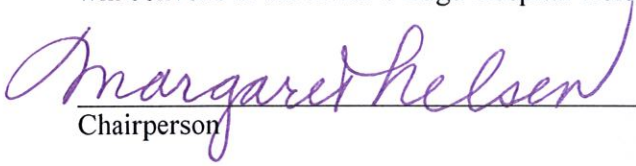
Lori Zook: Will be presenting the 2018 budget in November's Finance and Commission meetings.

ADJOURNMENT

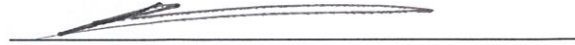
ACTION: A motion was made by MaryAnn Harty to adjourn the meeting. Motion seconded by Roger Parras and carried with all voting in favor. Meeting was adjourned at 2:46 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, November 22, 2017, 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, November 15, 2017, at 2:00 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.



Chairperson



Secretary