

## **RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING**

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

Wednesday, November 22, 2017

**Present:** Margie Nelsen, Chairperson; Trustees: Gary Swedberg, MaryAnn Harty, Laura Hulsebus; Schelli McCabe, Chief of Medical Staff; George Rohrich, CEO; Lori Zook, CFO; Jackie Kimmet, Chief Human Resources Officer; Janelle Rauchman, Chief Quality Officer; Paula Meskan, Chief Nursing Officer; Todd Prafke, City Administrator; Samantha Pherson, Recorder.

**Absent:** John Lammert, Blake Combellick, Susan Carlin, Roger Parras, and Stephanie Holden.

### **CALL TO ORDER**

The regular meeting of the Hospital Commission was called to order at 12:58 p.m. by Chairperson Margie Nelsen.

### **APPROVAL OF AGENDA**

The November 22, 2017 Agenda was reviewed.

**ACTION:** A motion was made by Gary Swedberg to approve the November 22, 2017 agenda. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

### **APPROVAL OF MINUTES**

The October 25, 2017 Hospital Commission Minutes were reviewed.

**ACTION:** A motion was made by MaryAnn Harty to approve the October 25, 2017 Hospital Commission Minutes and the November 9, 2017 Hospital Commission Special Meeting Minutes. The motion was seconded by Gary Swedberg and carried with all members voting in favor.

The November 9, 2017 Hospital Commission Special Meeting Minutes were reviewed.

**ACTION:** A motion was made by Laura Hulsebus to approve the November 9, 2017 Hospital Commission Special Meeting Minutes. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

### **APPROVAL OF CONSENT AGENDA**

The consent agenda includes the following:

- Acceptance of the November 15, 2017 Finance Committee Meeting Minutes.
- Acceptance of the November 7, 2017 Medical Staff Meeting Minutes.

**ACTION:** A motion was made by Gary Swedberg to approve the consent agenda. The motion was seconded by Schelli McCabe and carried with all members voting in favor.

### **GENERAL VISITOR COMMENTS**

Visitors: Charles Zieman, Mayor of Saint Peter; Stephen Grams.

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**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:**

Mark H Ereth, MD	Active Staff, Anesthesiology
JoAnn M. Tran, CRNA	Active Staff, Nurse Anesthetist

**Reappointment to the Medical Staff:**

Steven O. Anderson, MD	Courtesy Staff, Ophthalmology
Jennifer A. Cousins, PA-C	Active Staff/AHP, Physician Assistant
Jennifer L. Donkin, RD/LD, CDE	Courtesy Staff/AHP, Registered Dietician
Eyal Ron, MD	Courtesy Staff/ Teleradiology

**Change in Category – Provisional to Full Membership:**

Amee N. Chandrabalan, MD	Courtesy Staff, Teleradiology
Evans O. Magambo, MD	Courtesy Staff, Emergency Medicine

**Provisional Membership:** None

**Increase in Privileges:**

Trudi K. Parker, MD	Courtesy Staff, Radiology
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**Change in Staff Category:**

Helen J. Peterson, CNP	Active Staff, Urgent Care
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**Withdrawn from Medical Staff:** None

**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 Gary Swedberg and carried with all members voting in favor.
- 2) A motion was made by Gary Swedberg 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 Laura Hulsebus and carried with all members voting in favor.

**QUALITY COMMITTEE**

The Quality Graphs were reviewed by Janelle Rauchman. The graphs contain results from a number of measurable and reportable quality measures. The November Quality Meeting Minutes will be reviewed at the December Hospital Commission Meeting.

## **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 October of approximately \$85,000 versus a month-to-date budget of \$218,000. Year-to-date Actual is \$998,000 vs Year-to-date Budget \$1,585,000.
- October results show a decrease of cash on hand of \$250,000 resulting in balance of \$11,940,000 million. The 2017 Year End Budget goal is \$11.98M.

### **B. Statistical & Strategic Plan Dashboards.**

The statistical report for October, 2017, was reviewed. Of the 17 measured activities, 11 are green. The monthly strategic report was also reviewed.

### **C. 2018 Hospital Expansion Project Updates.**

George Rohrich provided the Hospital Commission with an update on the expansion project. The USDA loan application is being evaluated by the State of Minnesota and is being coordinated with the Federal Government in D.C. River's Edge expects commitment by the first quarter of 2018 and plans to start work in April of 2018. Interim financing is being worked and is part of the USDA application process.

### **D. 2018 Strategic Plan.**

The Hospital Commission decided to review the 2018 Strategic Plan at the December Hospital Commission Meeting.

## **FINANCIAL REPORT**

### **A. October Financial Summary.**

Lori Zook presented the financial reports for October. The month of October had a Net Operating Income of \$134,964 and a year-to-date gain of \$1,494,611. Total Patient Revenue stands at \$5,112,645. Year-to-date Total Patient Revenue stands at \$53,027,432, over an YTD budget of \$55,403,377. October Net Patient Revenue stands at \$2,796,230 with a budget of \$2,909,693. Monthly Net Operating Revenue stands at \$2,810,215, versus a budget of \$2,924,358. Monthly Operating Expenses stands at \$2,675,251 over budget of \$2,709,657.

Year-to-date Gross Revenue is \$53,027,432 versus a budget of \$55,403,377 which is (\$2,375,945) under budget. Year-to-date Net Patient Revenue is \$28,165,131 versus a budget of \$28,284,992 or (\$119,861) under budget. Year-to-date Total Operating Expenses are \$26,670,520 versus a budget of \$26,734,083 or (\$63,563) under budget.

**B. Write-Off to Collection.**

Community Care grants totaled \$22,742.26, covering 34 accounts. Presumptive community care grants totaled \$50,138.15 covering 36 patients and 51 accounts. Year-to-Date Community Care grants total \$478,117. Collection activity approval totaled \$75,489.70. Year-to-Date collection activity stands at \$861,199. Year-to-Date \$341,809 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$5,873.03, year-to-date recovery total of \$227,819.

**ACTION:** A motion was made by MaryAnn Harty to accept the recommendation made by the Finance Committee for approval of Community Care grants in the amount of \$22,742.26, Presumptive Community Care grants in the amount of \$50,138.15 and \$75,489.70 write-offs to collection for October. The motion was seconded by Schelli McCabe 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 October is \$1,968,504.

**ACTION:** A motion was made by Gary Swedberg to accept checks totaling \$1,968,504. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

**D. Capital Equipment**

**1. Drager Carina Ventilator**

The Hospital Commission reviewed the request to purchase a Drager Carina Ventilator. The anesthesia group has asked for this specific piece of equipment for patients with respiratory difficulty during and after surgery. The cost of the dragger carina ventilator is \$11,582.

**ACTION:** A motion was made by Gary Swedberg to approve the purchase of the Drager Carina Ventilator for the cost of \$11,582. The motion was seconded by MaryAnn Harty and approved with all voting in favor.

**2. Olympus Portable Flexible Endoscope**

The Hospital Commission reviewed the request to purchase an Olympus Portable Flexible Endoscope. The anesthesia group has asked for this specific piece of equipment, it is used to intubate patients with difficult airways. The cost of the Olympus portable flexible endoscope is \$14,820.

**ACTION:** A motion was made by Schelli McCabe to approve the purchasing of the Olympus Portable Flexible Endoscope for the cost of \$14,820. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

**E. 2018 Budget**

The Hospital Commission reviewed River's Edge Hospital & Clinic 2018 budget and a discussion followed.

**ACTION:** A motion was made by MaryAnn Harty to approve River's Edge Hospital's 2018 Budget. The motions was seconded by Schelli McCabe and carried with all members voting in favor.

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**CEO EVALUATION**

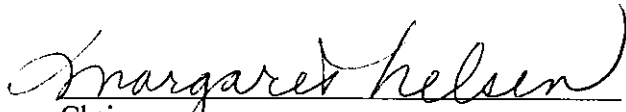
Todd Prafke discussed the process involved with the CEO Evaluation.

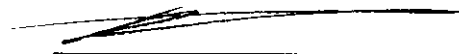
**ADJOURNMENT**

**ACTION:** A motion was made by MaryAnn Harty to adjourn the meeting. Motion seconded by Gary Swedberg and carried with all voting in favor. Meeting was adjourned at 1:59 p.m.

**NEXT MEETING**

The next regular meeting of the Hospital Commission will be Wednesday, December 27, 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, December 20, 2017, at 10:00 a.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.

  
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Chairperson

  
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Secretary