

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

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

Wednesday, February 28, 2018

**Present:** Margie Nelsen, Chairperson; John Lammert, Vice Chairperson; Blake Combellick, Secretary  
Trustees: Jerry Pfeifer, MaryAnn Harty, Laura Hulsebus, Gary Swedberg, Kyle Swanson, Chief of Medical Staff; George Rohrich, CEO; Lori Zook, CFO; Jackie Kimmet, Chief Human Resources Officer; Janelle Rauchman, Chief Quality Officer; Stephanie Holden, Chief Marketing Officer; Paula Meskan, Chief Nursing Officer; Todd Prafke, St. Peter City Administrator; Samantha Pherson, Recorder.

**Absent:** Stephen Grams

### **CALL TO ORDER**

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

### **OATH OF OFFICE**

Dr. Kyle Swanson was introduced as new members of the Hospital Commission. John Lammert was reappointment for another term on the Hospital Commission. Dr. Swanson and Mr. Lammert received the Oath of Office from Ms. Margie Nelsen, Hospital Commission Chairperson, and affirmed the Oath of Office through her signature.

### **APPROVAL OF AGENDA**

The February 28, 2018 Agenda was reviewed. There was one request to revise the agenda.

**ACTION:** A motion was made by Jerry Pfeifer to approve the agenda. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

### **APPROVAL OF MINUTES**

The January 24, 2018 Hospital Commission Minutes were reviewed.

**ACTION:** A motion was made by John Lammert to approve the January 24, 2018 Hospital Commission 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 February 21, 2018 Finance Committee Meeting Minutes.
- Acceptance of the February 21, 2018 Quality Committee Meeting Minutes

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

### **GENERAL VISITOR COMMENTS**

Visitors: Nancy Madsen, Saint Peter Herald; Dave Yackell, Quorum Health Resources; Richard Lewis, Quorum Health Resources.

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:**

Jesse C. Botker, MD	Active Staff, Orthopaedic Surgery
Steven B. Curtis, MD	Active Staff, Orthopaedic Surgery
Edwin D. Harrington, MD	Active Staff, Orthopaedic Surgery
Rachel H. Jones, MD	Courtesy Staff, General Surgery
Thomas R. Jones, MD	Active Staff, Orthopaedic Surgery
Yasha Kayan, MD	Courtesy Staff, Teleradiology
Susan L. Klenk, MD	Active Staff, Family Medicine
Paul Matson, MD	Active Staff, Orthopaedic Surgery
John F. Rotilie, MD	Active Staff, IM/Hospitalist
Justin A. Schulte, PA-C	Active Staff, Orthopaedic PA
Mohammed Solaiman, MD	Courtesy Staff, Family Medicine
Scott R. Stevens, MD	Active Staff, Orthopaedic Surgery
Kyle C. Swanson, MD	Active Staff, Orthopaedic Surgery
Christa L. Waymire, MD	Courtesy Staff, Emergency Medicine

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

Alison M. Huber, PA-C	Active Staff, Orthopaedic PA
Stephen H. Pearson, MD	Courtesy Staff, Teleradiology
Hassan A. Salameh, MD	Active Staff, IM/Hospitalist

**Provisional Membership:** None

**Increase in Privileges:** None

**Change in Staff Category:** None

**Withdrawn from Medical Staff:**

Kayla D. Dascher, CNP	Courtesy Staff, Emergency Medicine
Carol Y. Lu, MD	Courtesy Staff, IM/Hospitalist

**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 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 REPORT**

The Quality Management Committee minutes from the February 21, 2018 meeting were reviewed. The Quality Dashboard was reviewed by Janelle Rauchman. The dashboard contains results from a number of measurable and reportable quality measures.

## **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 January of approximately \$262,000, versus a month-to-date budget of (\$1,146,000).
- Net Operating Income MTD is \$290,500 vs MTD budget of (\$1,117,000).
- January results show a decrease of cash on hand of \$588,000 resulting in balance of \$11,400,000 million. The 2018 Year End Budget goal is \$9.7M.

### **B. Statistical Dashboard.**

The statistical report for January, 2018, was reviewed. Of the 17 measured activities, 17 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. There was a joint city council and hospital commission meeting on February 15, 2018 to discuss and vote on bid packages.

## **FINANCIAL REPORT**

### **A. January Financial Summary.**

Lori Zook presented the financial reports for January. The month of January had a Net Operating Income of \$290,216. Total Patient Revenue stands at \$6,782,893 with a budget of \$4,502,772. January Net Patient Revenue stands at \$3,512,516 with a budget of \$1,586,333. Monthly Net Operating Revenue stands at \$3,523,365, versus a budget of \$1,595,087. Monthly Operating Expenses stands at \$3,233,149 over budget of \$520,728.

Cash flow for January was negative at (\$588,169). Current Ratio at the end of January stands at 3.33. Days Cash On Hand is 111.69 days, and Days Revenue in Accounts Receivable stands at 47.76 days.

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

Community Care grants totaled \$6,297.20, covering 15 accounts. Presumptive community care grants totaled \$49,864.50 covering 27 patients and 54 accounts. Year-to-Date Community Care grants total \$56,161.70. Collection activity approval totaled \$74,001.32. Year-to-Date \$8,973.14 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$2,890.20.

**ACTION:** A motion was made by Blake Combellick to accept the recommendation made by the Finance Committee for approval of \$6,297.20 in Community Care grants, \$49,864.50 in Presumptive Community Care grants and \$74,001.32 in write-offs to collection for January. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

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**C. Accounts Payable Review.**

Accounts Payable review for January included a total of \$2,549,783.69 paid via check.

**ACTION:** A motion was made by MaryAnn Harty to recommend approval of checks totaling \$2,549,783.69. The motion was seconded by John Lammert and carried with all voting in favor.

**D. Capital Purchases**

**i. Audit & Cost Report**

The Hospital Commission reviewed the contract information for the Eide Bailly Audit & Cost Report for 2017. The cost of the professional fees associated with this contract is estimated at \$36,400 not including out of pocket expenses when the auditors are onsite for the audit.

**ACTION:** A motion was made by John Lammert to approve the Eide Bailly contract for the 2017 Audit & Cost Report for the estimated cost of \$36,400. The motion was seconded by Gary Swedberg and carried with all members voting in favor.

**ii. Coding Review**

The Hospital Commission reviewed the contract from Eide Bailly for a coding review on orthopedic services. The coding review would offer insight and education to River's Edge so they may verify they are coding these services correctly. The cost of the coding review would be \$7,000.

**ACTION:** A motion was made by John Lammert to approve the contract for the Eide Bailly coding review for the cost of \$7,000. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

**iii. Service Line Project**

The Hospital Commission reviewed the proposal by Quorum Health. This proposal would allow Quorum to evaluate the service area surrounding River's Edge to determine if there are additional services that could be offered at the hospital. The cost of this proposal is \$45,000.

**ACTION:** A motion was made by Blake Combellick to approve the proposal from Quorum to evaluate the service area to determine what additional services River's Edge could offer for the cost of \$45,000. The motion was seconded by John Lammert and carried with seven members voting in favor and one voting not in favor.

**iv. Chief Medical Officer Contract**

The Hospital Commission reviewed the request to add a Chief Medical Officer (CMO). George Rohrich would offer the CMO position to Dr. Edwin Bogonko, one of the Hospitalists at River's Edge. The responsibility of the CMO is to standardize clinical care, incorporate and recruit additional surgical services, and helping the medical staff committee to improve review processes. The CMO position would be approximately 5-10 hours a month at a rate of \$300 an hour.

**ACTION:** A motion was made by Jerry Pfeifer to approve the CMO Contract with Dr. Edwin Bogonko. The motion was seconded by Blake Combellick and carried with all members voting in favor.

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v. **Parking Lot Maintenance**

The Hospital Commission reviewed the bid is for seal coating of the MOB parking lot. This project was originally bid out by the City of Saint Peter as part of their greater repair plan. The parking lot that will be affected is not included in the 2018 hospital expansion project. The cost to seal coat the parking lot is \$26,066.40, this does not include repainting of the parking stall lines.

**ACTION:** A motion was made by Gary Swedberg to approve the bid for the parking lot maintenance for the cost of \$26,066.40. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

**ROUNDTABLE COMMENTS**

**Stephanie Holden:**

1. February 20, 2018 River's Edge hosted the Chamber's Business After Hours, there were about 50 people in attendance.
2. May 12, 2018 Bike Safety Rodeo.

**Paula Meskan:**

1. On Friday, February 23<sup>rd</sup> the leadership team had the Baldrige Kick-off meeting alone with Baldrige 101 training.
2. April 3, 2018 DNV will be completing their annual recertification of our Hip & Knee program.

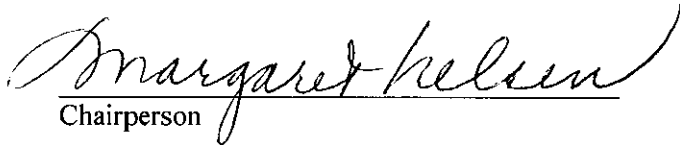
**Janelle Rauchman:** The window for our periodic survey from DNV is open.

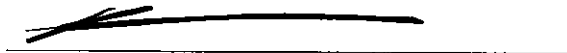
**ADJOURNMENT**

**ACTION:** A motion was made by Jerry Pfeifer to adjourn the meeting. Motion seconded by Laura Hulsebus and carried with all voting in favor. Meeting was adjourned at 1:46 p.m.

**NEXT MEETING**

The next regular meeting of the Hospital Commission will be Wednesday, March 28, 2018, 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, March 21, 2018, at 12:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.

  
Chairperson

  
Secretary