

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

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

Wednesday, March 28, 2018

Present: John Lammert, Vice Chairperson; Trustees: Jerry Pfeifer, MaryAnn Harty, Laura Hulsebus, Gary Swedberg; George Rohrich, CEO; Lori Zook, CFO; Jackie Kimmet, Chief Human Resources Officer; Stephanie Holden, Chief Marketing Officer; Paula Meskan, Chief Nursing Officer; Todd Prafke, St. Peter City Administrator; Samantha Pherson, Recorder.

Absent: Blake Combellick, Janelle Rauchman, Kyle Swanson, Margie Nelsen, and Stephen Grams.

CALL TO ORDER

The regular meeting of the Hospital Commission was called to order at 12:30 p.m. by Vice-Chairperson John Lammert.

APPROVAL OF AGENDA

The March 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 Gary Swedberg and carried with all members voting in favor.

APPROVAL OF MINUTES

The February 15, 2018 Special Meeting Minutes were reviewed.

ACTION: A motion was made by Gary Swedberg to approve the February 15, 2018 Special Meeting Minutes. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

The February 28, 2018 Hospital Commission Minutes were reviewed.

ACTION: A motion was made by Jerry Pfeifer to approve the February 28, 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 March 21, 2018 Finance Committee Meeting Minutes.
- Acceptance of the March 21, 2018 Quality Committee Meeting Minutes.
- Acceptance of the March 6, 2018 Medical Staff Meeting Minutes.

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

GENERAL VISITOR COMMENTS

Visitors: Nancy Madsen, Saint Peter Herald; Chuck Zieman, Mayor of Saint Peter; John Albert, AHFD.

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:

Deborah G. Longley, MD Courtesy Staff, Teleradiology

Reappointment to the Medical Staff:

Henna Kalsi, MD Active Staff, IM/Hospitalist
David A. Krusemark, CRNA Courtesy Staff/AHP, Nurse Anesthetist

Change in Category – Provisional to Full Membership:

David A. Durand, MD Courtesy Staff, Teleradiology
Matthew J. Sondag, MD Courtesy Staff, Teleradiology
Adam N. Wallace, MD Courtesy Staff, Teleradiology

Provisional Membership: None

Increase in Privileges: None

Change in Staff Category: None

Withdrawn from Medical Staff:

Sudha Bansal, MD Active Staff, IM/Hospitalist
Jose Crespo, MD Courtesy Staff, Pathology
Theresa L. Dzwonkowski, ST Courtesy Staff/AHP, Surgical Tech
Heidi Hermel, CNP Courtesy Staff, AHP, Urgent Care
Nasreen Hussain, MD Courtesy Staff, Emergency Medicine
Daniel Johnson, DO Courtesy Staff, Emergency Medicine
Benny Kusuma, MD Active Staff, IM/Hospitalist
Karen Popp, CNP Courtesy Staff/AHP, Surgical Assist NP
Mark D. Stephany, DO Courtesy Staff, IM/Hospitalist
Colleen Weed, PA-C Courtesy Staff, Emergency Medicine
Pamela Wymore, MD Courtesy Staff, Teleradiology

ACTION:

- 1) A motion was made by Jerry Pfeifer 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 Jerry Pfeifer 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 March 28, 2018 meeting were reviewed. The Quality Dashboard was reviewed by Paula Meskan. 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 February of approximately \$138,000, versus a month-to-date budget of (\$1.05M).
- Net Operating Revenue MTD is \$168,000 vs MTD budget of (\$1.02M).
- February results show an increase of cash on hand of \$145,000 resulting in balance of \$11,565,000 million. The 2018 Year End Budget goal is \$9.78M.

B. Statistical Dashboard.

The statistical report for February, 2018, was reviewed. Of the 17 measured activities, 9 are green. The monthly strategic report was also reviewed.

C. 2018 Hospital Expansion Project Updates.

John Albert provided the Hospital Commission with an update on the expansion project. There was a meeting to discuss the pole barn relocation on March 27, 2018. Bids for that project are set to be received the first week of April. There will be a joint meeting of the City Council and Hospital Commission on April 19, 2018.

D. Recruitment Assistance

George Rohrich presented information on a recruitment assistance program with the Orthopaedic & Fracture Clinic (OFC). There would be a \$25,000 incentive for a surgeon to work with OFC. We currently have a similar recruitment assistance program with Mankato Clinic.

ACTION: A motion was made by MaryAnn Harty to approve the recruitment assistance program with the \$25,000 incentive with OFC. The motion was seconded by Jerry Pfeifer and carried with all members voting in favor.

USDA FINANCING

George Rohrich reviewed the USDA letter of conditions with the Hospital Commission. The USDA sets out guidelines that River's Edge Hospital will need to agree and follow in order to be granted to loan. The letter of conditions will need to be accepted, signed and sent back before the end of March in order to lock in the interest rate of 3.5%. There will be a special session of the Saint Peter City Council on Thursday, March 29, 2018 to discuss the letter of conditions.

ACTION: A motion was made Gary Swedberg to recommend approval of the USDA letter of conditions to the Saint Peter City Council. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

FINANCIAL REPORT

A. February Financial Summary.

Lori Zook presented the financial reports for February. The month of February had a Net Operating Income of \$168,135 and a year-to-date gain of \$458,352. Total Patient Revenue stands at \$5,644,816. Year-to-date Total Patient Revenue stands at \$12,427,709, over an YTD budget of \$9,005,484. February Net Patient Revenue stands at \$3,046,686 with a budget of \$1,586,273. Monthly Net Operating Revenue stands at \$3,059,811, versus a budget of \$1,595,027. Monthly Operating Expenses stands at \$2,891,676 over budget of \$2,613,034.

Year-to-date Gross Revenue is \$12,427,709 versus a budget of \$9,005,484 which is \$3,422,225 over budget. Year-to-date Net Patient Revenue is \$6,559,202 versus a budget of \$3,172,606 or \$3,386,062 over budget. Year-to-date Total Operating Expenses are \$6,124,824 versus a budget of \$5,325,455 or \$799,369 over budget.

Cash flow for February was positive at \$145,210. Days Cash On Hand is 114.50 days, and Days Revenue in Accounts Receivable stands at 46.26 days.

B. Write-Off to Collection.

Community Care grants totaled \$16,228.91, covering 17 accounts. Presumptive community care grants totaled \$51,565.93 covering 41 patients and 61 accounts. Year-to-Date Community Care grants total \$123,957. Collection activity approval totaled \$64,578.32. Year-to-Date collection activity stands at \$138,580. Year-to-Date \$76,981 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$61,539.72, year-to-date recovery total of \$64,430.

ACTION: A motion was made by Jerry Pfeifer to accept the recommendation made by the Finance Committee for approval of \$16,228.91 in Community Care grants, \$51,565.93 in Presumptive Community Care grants and \$64,578.32 in write-offs to collection for February. The motion was seconded by Gary Swedberg and carried with all members voting in favor.

C. Accounts Payable Review.

Accounts Payable review for January included a total of \$1,990,773.03 paid via check.

ACTION: A motion was made by MaryAnn Harty to recommend approval of checks totaling \$1,990,773.03. The motion was seconded by Laura Hulsebus and carried with all voting in favor.

ROUNDTABLE COMMENTS

Jackie Kimmet: Hospital Week is May 6-12, 2018. There will be an employee lunch on May 9th that the commission will be invited to.

Paula Meskan:

1. DNV was here for their annual periodic survey.
2. April 3, 2018 DNV will be completing their annual recertification of our Hip & Knee program.
3. Baldrige Journey will kick-off on April 5, 2018.

Stephanie Holden: The Commission bios and photos are now on the hospital website.

Lori Zook: The auditors were here two weeks ago. They have completed their filed work and are wrapping up the Medicare Cost Report.

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Hospital Commission Meeting Minutes

River's Edge Hospital & Clinic

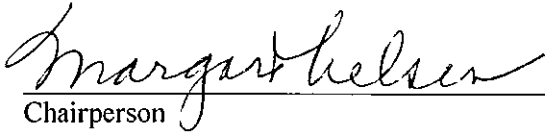
March 28, 2018 Page 5

ADJOURNMENT

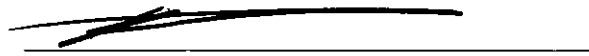
ACTION: A motion was made by Jerry Pfeifer to adjourn the meeting. Motion seconded by Laura Hulsebus and carried with all voting in favor. Meeting was adjourned at 1:49 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, April 25, 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, April 18, 2018, at 12:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.



Chairperson



Secretary