

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

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

Wednesday, July 25, 2018

Present: Margie Nelsen, Chairperson; John Lammert, Vice Chairperson, Blake Combellick, Secretary; Trustees: MaryAnn Harty, Laura Hulsebus, Gary Swedberg, Jerry Pfeifer, Kyle Swanson, MD, President 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; Stephanie Holden, Chief Marketing 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.

APPROVAL OF AGENDA

The July 25, 2018 Agenda was reviewed.

ACTION: A motion was made by Jerry Pfeifer to approve the July 25, 2018 Agenda. The motion was seconded by John Lammert and carried with all members voting in favor.

APPROVAL OF MINUTES

The June 27, 2018 regular meeting minutes were reviewed.

ACTION: A motion was made by John Lammert to approve the June 27, 2018 Regular 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 July 18, 2018 Finance Committee Meeting Minutes.
- Acceptance of the July 19, 2018 Building Committee Meeting Minutes.
- Acceptance of June 27, 2018 Quality Committee Meeting Minutes.
- Acceptance of July 18, 2018 Quality Committee Meeting Minutes.
- Acceptance of July 10, 2018 Medical Staff Meeting Minutes.

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

GENERAL VISITOR COMMENTS

Visitors: David Yackell, Quorum Health Resources (QHR).

COMMISSION EDUCATION REPORT

On July 10, 2018 the Hospital Commission was invited to view a webinar on Best Practices for Hospital Boards. At the end of the webinar commission members were encouraged to ask questions. A total of three commission members attended this webinar, and reviewed the information from the webinar at the commission meeting. As a reminder there will not be a webinar in the month of August since Quorum is hosting their annual trustee conference.

On July 13-15, 2018 the Minnesota Hospital Association (MHA) hosted their Summer Trustee Conference in Alexandria, MN. Margie Nelsen and MaryAnn Harty attended this event, and shared information Leadership, Emotional Intelligence, and what goals the MHA had for the year.

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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:

Carol Y. Lu, MD	Courtesy Staff, IM/Hospitalist
Alexander L. Kappes, DO	Courtesy Staff, Telemedicine-Neuro

Reappointment to the Medical Staff: None

Change in Category – Provisional to Full Membership:

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

Provisional Membership: None

Increase in Privileges: None

Change in Staff Category: None

Withdrawn from Medical Staff:

James O'Reilly, MD	Courtesy Staff, Emergency Medicine
Amanda Welke, CNP	Courtesy Staff/AHP, Family Medicine

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 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 Blake Combellick and carried with all members voting in favor.

QUALITY REPORT

The Quality Dashboard was reviewed by Janelle Rauchman. The dashboard contains results from a number of measurable and reportable quality measures. The June 27, 2018 and the July 18, 2018 Quality Committee Minutes were reviewed.

QHR ADVISORY SERVICE AGREEMENT EXTENSION

David Yackell from Quorum Health Resources presented information to the Hospital Commission about the two year partnership with River's Edge. Some of the items QHR has helped River's Edge with are: cost report analysis, supply chain operational review, service line evaluation and trustee webinars. There was discussion on continuing the partnership for another year.

ACTION: A motion was made by John Lammert to approve the extension of QHR advisory service agreement for another year. The motion was seconded by Gary Swedberg 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 June of approximately \$596,000, versus a month-to-date budget of \$36,000.
- Net Operating Revenue MTD is \$646,000 vs MTD budget of \$65,000.
- June results show a decrease of cash on hand of \$29,000 resulting in balance of \$11,719,000 million. The 2018 Year End Budget goal is \$9.78M.

B. Statistical Dashboard.

The statistical report for June, 2018, was reviewed. Of the 17 measured activities, 15 are green. The monthly strategic report was also reviewed.

FINANCIAL REPORT

1. June Financial Summary.

Lori Zook presented the financial reports for June. The month of June had a Net Operating Income of \$646,467 and a year-to-date gain of \$1,691,116. Total Patient Revenue stands at \$6,652,369. Year-to-date Total Patient Revenue stands at \$37,241,194, over an YTD budget of \$32,656,884. June Net Patient Revenue stands at \$3,745,291 with a budget of \$2,901,550. Monthly Net Operating Revenue stands at \$3,768,484, versus a budget of \$2,911,641. Monthly Operating Expenses stands at \$3,122,017 over budget of \$2,845,911.

Year-to-date Gross Revenue is \$37,241,194 versus a budget of \$32,656,884 which is \$4,584,310 over budget. Year-to-date Net Patient Revenue is \$19,255,625 versus a budget of \$15,158,250 or \$4,097,375 over budget. Year-to-date Total Operating Expenses are \$17,657,417 versus a budget of \$16,733,137 or \$924,280 over budget.

Cash flow for June was negative at (\$29,693). Days Cash On Hand is 115.10 days, and Days Revenue in Accounts Receivable stands at 54.74 days.

2. Write-Off to Collection.

Community Care grants totaled \$14,216.70, covering 26 accounts. Presumptive community care grants totaled \$33,545.20 covering 29 patients and 57 accounts. Year-to-Date Community Care grants total \$260,398. Collection activity approval totaled \$109,721.03. Year-to-Date collection activity stands at \$458,710. Year-to-Date \$203,965 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$4,210.26, year-to-date recovery total of \$156,419.

ACTION: A motion was made by Blake Combellick to accept the recommendation made by the Finance Committee for approval of \$14,216.70 in Community Care grants, \$33,545.20 in Presumptive Community Care grants and \$109,721.03 in write-offs to collection for June. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

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3. Accounts Payable Review.

Accounts Payable review for June included a total of \$1,676,625.95 paid via check.

ACTION: A motion was made by MaryAnn Harty to recommend approval of checks totaling \$1,676,625.95. The motion was seconded by Blake Combellick and carried with all voting in favor.

4. Capital Requests.

1. Emergency Department Cots

The stretchers being used in the Emergency Department are old and are wearing out. We can no longer get parts and repair them properly. The recommendation is to purchase two stretchers with the additional bed scale feature. This feature allows the ED staff to obtain accurate weights on patients that are non-ambulatory or critical. Three bids were acquired with Hill Rom being the lowest bid at \$6,581.30 per stretcher. The recommendation is to purchase the cots from Hill Rom.

ACTION: A motion was made by Jerry Pfeifer purchase the Emergency Department Cots through Hill Rom for the amount of \$13,162.60. The motion was seconded by Blake Combellick and carried with all members voting in favor.

BUILDING COMMITTEE

a. Project Summary

George Rohrich reviewed the project summary sheet and the budget that was provided by John Albert. The project summary will now be reviewed within the building committee as well as any change orders.

b. Recommended Change Orders

George Rohrich and Lori Zook reviewed the change orders that were provided in the packet in the Proposal Request Log. There was discussion about the process of the change orders and how they are reviewed in the building committee before being sent to the hospital commission. The building committee recommended that hospital commission approve the change orders as listed here: 16,17,20,25,26,27,28,29A,34,35,36,37,and 34.

ACTION: A motion was made by MaryAnn Harty to approve the change orders as listed here: 16,17,20,25,26,27,28,29A,34,35,36,37,and 34. The motion was seconded by Gary Swedberg and carried with all members voting in favor.

c. Bid Revision

John Albert and Paul Biason presented information on the change of vendors for the flooring. The original vendor Rickway Carpets was originally thought to be the low bidder with a bid amount of \$425,800. After some further analysis it was determined that Rickway was not the low bidder, and they had split the project into two portions, submitting a bid for both portions. After reviewing the other bid it was determined that Sonus is now the low bidder with a bid of \$505,700. The difference between the two bids of \$93,000 will come out of the CM reserve.

ACTION: A motion was made by John Lammert to recommend approval to change the vendor for the flooring to Sonus with a bid of \$505,700 to the Saint Peter City Council. The motion was seconded by Blake Combellick and carried with all members voting in favor.

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ROUNDTABLE COMMENTS

Stephanie Holden:

1. August 2, 2018 Red Cross Blood Drive at St. Peter High School.
2. July 18th – LSTV Big: For patients that have Parkinson's Disease and want to improve their movement.
 - a. 17 people attended.
3. July 26th – Joint Replacement Seminar in Mankato.
4. August 7, 2018 St. Peter Night to Unite at Veteran's Memorial Park - 5:30 pm.
5. August 29, 2018 Community Appreciation Picnic.
6. August 9th strategic planning session.

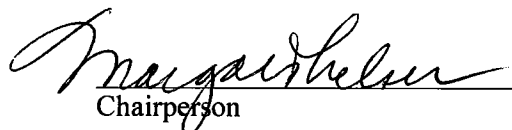
Janelle Rauchman: We are continuing to work on our journey to Baldrige and will have our letter of intent ready to send on September 1st.

ADJOURNMENT


ACTION: A motion was made by Jerry Pfeifer to adjourn the meeting. Motion seconded by Blake Combellick and carried with all voting in favor. Meeting was adjourned at 2:20 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, August 22, 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, August 15, 2018, at 12:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.



Chairperson



Secretary