

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

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

Wednesday, August 22, 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; Lori Zook, CFO; Stephanie Holden, Chief Marketing Officer; Todd Prafke, St. Peter City Administrator; Samantha Pherson, Recorder.

Absent: Stephen Grams, Trustee; George Rohrich, CEO; Jackie Kimmet, Chief Human Resources Officer; Janelle Rauchman, Chief Quality Officer, Paula Meskan, Chief Nursing Officer.

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 August 22, 2018 Agenda was reviewed.

ACTION: A motion was made by Jerry Pfeifer to approve the August 22, 2018 Agenda. The motion was seconded by Blake Combellick and carried with all members voting in favor.

APPROVAL OF MINUTES

The July 25, 2018 regular meeting minutes were reviewed.

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

APPROVAL OF CONSENT AGENDA

The consent agenda includes the following:

- Acceptance of the August 15, 2018 Finance Committee Meeting Minutes.
- Acceptance of the August 16, 2018 Building 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: Nance Madsen, St. Peter Herald; Chuck Zieman, Mayor of St. Peter.

COMMISSION EDUCATION REPORT

No commission education for the month of August.

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:

Gilda Boroumand, MD	Courtesy Staff, Teleradiology
Willis C. Chung, MD	Courtesy Staff, Teleradiology
Samuel J. Hauck, MD	Courtesy Staff, Teleradiology
Jillian A. Karow, MD	Courtesy Staff, Teleradiology

Reappointment to the Medical Staff:

David P. Dorn, MD	Courtesy Staff, Telemedicine-Neuro
Kerri L. Harting, MD	Courtesy Staff, Teleradiology
David S. Hollander, MD	Courtesy Staff, Teleradiology
Kakin R. Iong, MD	Active Staff, IM/Hospitalist
Pezhman Roohani, MD	Courtesy Staff, Telemedicine-Neuro
Ronald M. Tarrel, DO	Courtesy Staff, Telemedicine-Neuro
Adam J. Todd, MD	Courtesy Staff, Telemedicine-Neuro
Daniel R. Woldt, PA-C	Courtesy Staff/AHP, Urgent Care
Mark L. Young, MD	Courtesy Staff, Telemedicine-Neuro

Change in Category – Provisional to Full Membership:

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

Provisional Membership: None

Increase in Privileges:

Ruth J. Tiffault, DO	Courtesy Staff, Emergency Medicine
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Change in Staff Category: None

Withdrawn from Medical Staff:

Steven O. Anderson, MD	Courtesy Staff, Ophthalmology
Tommy M. Cho, MD	Active Staff, IM/Hospitalist
Amy L. Kappes, DO	Active Staff, IM/Hospitalist
Melissa J. Magstadt, CNP	Courtesy Staff/AHP, Emergency Medicine
Karla G. Myhra-Bloom, MD	Courtesy Staff, Teleradiology
Randolph J. Reister, MD	Courtesy Staff, IM/Hospitalist

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 John Lammert 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 Dashboard was reviewed by Stephanie Holden. The dashboard contains results from a number of measurable and reportable quality measures. There was discussion on surgical complications and surgical site infections.

ADMINISTRATIVE REPORT

A. Executive Summary.

The written report submitted by George Rohrich was reviewed by Lori Zook.

- River's Edge is showing a month-to-date bottom line for the month of July of approximately \$49,000, versus a month-to-date budget of (\$810,000).
- Net Operating Revenue MTD is \$102,000 vs MTD budget of (\$781,000).
- July results show a decrease of cash on hand of \$1,407,000 resulting in balance of \$10,312,000 million. The 2018 Year End Budget goal is \$9.78M.

B. Statistical Dashboard.

The statistical report for July, 2018, was reviewed. Of the 17 measured activities, 6 are green. The monthly strategic report was also reviewed.

FINANCIAL REPORT

1. July Financial Summary.

Lori Zook presented the financial reports for July. The month of July had a Net Operating Income of \$101,733 and a year-to-date gain of \$1,792,747. Total Patient Revenue stands at \$5,964,746. Year-to-date Total Patient Revenue stands at \$43,205,940, over an YTD budget of \$37,513,757. July Net Patient Revenue stands at \$3,055,375 with a budget of \$1,940,434. Monthly Net Operating Revenue stands at \$3,068,447, versus a budget of \$1,952,548. Monthly Operating Expenses stands at \$2,966,714 over budget of \$2,733,911.

Year-to-date Gross Revenue is \$48,205,940 versus a budget of \$37,513,757 which is \$5,692,183 over budget. Year-to-date Net Patient Revenue is \$22,311,000 versus a budget of \$17,098,684 or \$5,212,316 over budget. Year-to-date Total Operating Expenses are \$20,624,133 versus a budget of \$19,467,048 or \$1,157,058 over budget.

Cash flow for July was negative at (\$1,407,501). Days Cash On Hand is 110.27 days, and Days Revenue in Accounts Receivable stands at 51.35 days. Debt coverage is 2.08 for the month of July.

2. Write-Off to Collection.

Community Care grants totaled \$11,546.13, covering 14 accounts. Presumptive community care grants totaled \$49,294.85 covering 44 patients and 69 accounts. Year-to-Date Community Care grants total \$321,239. Collection activity approval totaled \$109,620.10. Year-to-Date collection activity stands at \$568,330. Year-to-Date \$218,573 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$4,186.70, year-to-date recovery total of \$160,606.

ACTION: A motion was made by Jerry Combellick to accept the recommendation made by the Finance Committee for approval of \$11,546.13 in Community Care grants, \$49,294.85 in Presumptive Community Care grants and \$109,620.10 in write-offs to collection for July. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

3. Accounts Payable Review.

Accounts Payable review for June included a total of \$3,498,568.12 paid via check.

ACTION: A motion was made by MaryAnn Harty to recommend approval of checks totaling \$3,498,568.12. The motion was seconded by John Lammert and carried with all voting in favor.

4. Capital Requests.

1. Parallel Bars

With the expansion of the facility, the physical therapy department will have separate inpatient and outpatient facilities. The current manual parallel bars will be used in the inpatient department and we are requesting the purchase of the motorized parallel bars for the outpatient department. Two bids were requested: Tri W-G with a bid of \$11,650.00 and Dynatronics at \$11,996.00. We are recommending the purchase of the Tri W-G motorized parallel bars at the price of \$11,650.00.

ACTION: A motion was made by John Lammert purchase the Parallel Bars through Tri W-G for the amount of \$11,996.00. The motion was seconded by Blake Combellick and carried with all members voting in favor.

2. Solo Step System

This is an overhead track and harness system which is intended to help protect patients and prevent falls during physical or occupational therapy treatment. The device physical supports the patient during rehabilitation activities which allows the patient to participate in greater challenges, while remaining safe and supported. It is recommended that we purchase the Solo-Step Overhead Harness and track System for use in the new physical therapy space. The cost of the Solo-Step including installation is not to exceed \$12,255.00.

ACTION: A motion was made by Gary Swedberg to purchase of the Solo-Step system for the cost not to exceed \$12,225.00. The motion was seconded by Jerry Pfeifer and carried with all members voting in favor.

3. Vantage Contract Management Application

New regulations are being added by CMS Medicare for contract maintenance and reviewing of contracts. River's Edge currently has a centralized contract list in a spreadsheet, but it does not contain the elements that we will be required to have. DNV mentioned the new standards at their last evaluation and that we will be required to use them in our 2019 review, since our current standards were not adequate.

The product that is being recommended is the Vantage Contract Master. This product is priced for 500 contracts and unlimited users. Other bids were not acquired, but the pricing available in additional products on-line were per user per month, which added up quickly with the number of people required to access the program. The cost of the Vantage Contract Manager is \$6,500.

ACTION: A motion was made by MaryAnn Harty to purchase the Vantage Contract Manager for the amount of \$6,500. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

BUILDING COMMITTEE

a. Project Summary

Paul Biason and Kate Freier presented information on the overall project, cash flow, and an update on the work that has been completed.

Project Highlights

- Underground plumbing in south and east is complete.
- Structural steel has begun.
- Utilities are 90% complete.

Construction Update:

- Backfill at east patient wing.
- Underground plumbing in South and East patient wing.
- Soil correction completed.
- Framing and drywall in phase 2A, Area C.
- Gas line relocation.

Upcoming Work

- Structural Steel in South and East.
- Slab on grade in South and East.
- CMU Walls in North.
- Interior finishes in Phase 2A (new PT/OT space).
- Completion of Phase 2A (PT/OT space) on September 19th and start of Phase 3 (Same day surgery space).

b. Recommended Change Orders

John Albert reviewed the change orders numbers:

4. ASI-2.1 City Public Works plans review comments.
8. ASI-4.2 State Plumbing plans review comments.
19. ASI-10 State plumbing plans to review comments-add 50 137 cleanouts, 8" studwall at 6 locations, add 12 washer boxes, add 20 vacuum breakers (one for every individual piece of equipment.)
24. RFI-23 Temporary water service.
38. Change doors on secure holding & secure exam rooms to double-swing.
41. Add rough-in for 25 patient information boards.
43. Remove two overhead doors from existing ambulance garage for reuse by owner.
44. Remove & replace 3,479 CY unsuitable soils.
45. Modify size of exterior window in ED.
46. Revise ductwork to reuse existing fan coils in PT.
48. Revise. COR #16 – Relocate fire hydrant (concrete).

ACTION: A motion was made by Blake Combellick to approve change orders 4, 8, 19, 24,38,41,43,44,45,46, and 48. The motion was seconded by Jerry Pfeifer and carried with all members voting in favor.

ROUNDTABLE COMMENTS

Stephanie Holden:

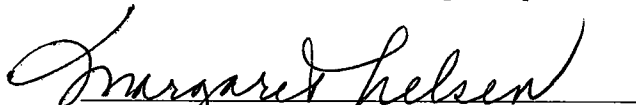
1. Executive Team at the Studer Conference this week.
2. August 29, 2018 Community Appreciation Picnic.
3. I Can Prevent Diabetes class with Jen Donkin and Nicole Boelter has been reaccredited by the CDC.
4. CMS – 5 stars for patient satisfaction.
5. PT Open house Thursday October 4th from 3p-5p.

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 1:16 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, September 26, 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, September 19, 2018, at 12:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.



Chairperson



Secretary