

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

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

Wednesday, January 23, 2019

Present: Margie Nelsen, Chairperson; Blake Combellick, Secretary; Trustees: Gary Swedberg, MaryAnn Harty, Laura Hulsebus; Stephen Grams, Jerry Pfeifer ; George Rohrich, CEO; Lori Zook, CFO; Jackie Kimmert, Chief Human Resources Officer; Janelle Rauchman, Chief Quality Officer; Paula Meskan, Chief Nursing Officer; Stephanie Holden, Chief of Marketing & Development; Todd Prafke, City Administrator; Samantha Pherson, Recorder.

Absent: John Lammert, Trustee.

CALL TO ORDER

The regular meeting of the Hospital Commission was called to order at 12:31 p.m. by Chairperson Margie Nelsen.

APPROVAL OF AGENDA

The January 23, 2019 Agenda was reviewed. The agenda was amended to have the review of the Hospital Commission Evaluation, item 4.D.3 reviewed at the March Commission Meeting.

ACTION: A motion was made by Jerry Pfeifer to approve the amended January 23, 2019 agenda. The motion was seconded by Maryann Harty and carried with all members voting in favor.

GENERAL VISITOR COMMENTS

Visitors: Chuck Zieman, Mayor of Saint Peter; Nancy Madsen, St. Peter Herald.

ANNUAL MEETING OF THE HOSPITAL COMMISSION

A. Election of Officers

- 1. Chairperson:** Margie Nelsen
- 2. Vice-Chairperson:** John Lammert
- 3. Secretary:** Blake Combellick

ACTION: A motion was made MaryAnn Harty to approve Margie Nelsen as Chairperson, John Lammert as Vice Chairperson, and Blake Combellick as Secretary. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

B. Establish Meeting Calendar

The Hospital Commission discussed keeping the Hospital Commission Meeting to every fourth Wednesday of each month.

ACTION: A motion was made by Jerry Pfeifer to hold the Hospital Commission meeting on the fourth Wednesday of each month. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

CONTINUED

C. Committee Assignments

Margie Nelsen reviewed the 2018 members of the Finance Committee, Quality Management Committee, the Nominating Committee, and the Building Committee. Following a discussion, it was decided to keep the 2019 committee assignments the same as 2018.

Finance Committee: Margie Nelsen, John Lammert, and Stephen Grams

Quality Committee: John Lammert, Gary Swedberg, and MaryAnn Harty.

Nominating Committee: Margie Nelsen, Laura Hulsebus, Blake Combellick and Jerry Pfeifer.

Building Committee: Margie Nelsen, and MaryAnn Harty.

ACTION: A motion was made by Gary Swedberg to accept the 2019 Committee Assignments as listed above. The motion was seconded by Jerry Pfeifer and carried with all members voting in favor.

APPROVAL OF MINUTES

The December 19, 2018 Hospital Commission Minutes were reviewed.

ACTION: A motion was made by Gary Swedberg to approve the December 19, 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 January 16, 2019 Finance Committee Meeting Minutes.
- Acceptance of the December 19, 2018 Quality Committee Meeting Minutes.
- Acceptance of the January 16, 2019 Quality Committee Meeting Minutes.
- Acceptance of the January 8, 2019 Medical Staff Meeting Minutes.
- Acceptance of the January 17, 2019 Building Committee Meeting Minutes.
- Acceptance of the January 15, 2019 Patient & Community Advisory Council Minutes.

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

COMMISSION EDUCATION REPORT

Marie Nelsen and Maryann Harty discussed their experience at the Minnesota Hospital Associations Winter Trustee Conference.

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:

John (Jay) R. Bergquist, MD
Edwin N. Bogonko, MD
Amee N. Chandrabalan, DO
Mareve Kayfes, MD

Courtesy Staff, Emergency Medicine
Active Staff, IM/Hospitalist
Courtesy Staff, Telemedicine-Neuro
Courtesy Staff, Teleradiology

Change in Category – Provisional to Full Membership: None

Provisional Membership: None

Increase in Privileges: None

Change in Staff Category: None

Withdrawn from Medical Staff:

Henna Kalsi, MD

Active Staff, IM/Hospitalist

ACTION:

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

Medical Staff Bylaws- The Hospital Commission reviewed and discussed the changes made to the Medical Staff Bylaws.

ACTION: A motion was made by Gary Swedberg to approve the changes made to the Medical Staff Bylaws. The motion was seconded by Jerry Pfeifer 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. 2018 falls report ended with 1.9 falls, the goal was ≤ 3.5 falls per 1000 patient days.

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 December of approximately \$358,000 versus a month-to-date budget of \$1,433,000. Year-to-date Actual is \$2,762,000 vs Year-to-date Budget \$1,584,000.
- December results show a decrease of cash on hand of \$3,142,000 resulting in balance of \$10,473,000. The 2018 Year End Budget goal is \$9.78M.

B. Statistical & Strategic Plan Dashboards.

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

FINANCIAL REPORT

A. December Financial Summary.

Lori Zook presented the financial reports for December. The month of December had a Net Operating Income of \$405,021 and a year-to-date stand at \$3,263,130. Total Patient Revenue stands at \$6,025,049. Year-to-date Total Patient Revenue stands at \$75,623,329, over an YTD budget of \$70,954,186. December Net Patient Revenue stands at \$3,500,411 with a budget of \$4,469,780. Monthly Net Operating Revenue stands at \$3,522,678, versus a budget of \$4,481,463. Monthly Operating Expenses stands at \$3,117,657 over budget of \$3,018,571.

Year-to-date Gross Revenue is \$75,623,329 versus a budget of \$70,954,186 which is \$4,669,143 over budget. Year-to-date Net Patient Revenue is \$38,944,077 versus a budget of \$35,956,954 or \$2,984,123 over budget. Year-to-date Total Operating Expenses are \$35,872,043 versus a budget of \$34,143,455 or \$1,728,588 over budget.

B. Write-Off to Collection.

Community Care grants totaled \$5,893.48, covering 8 accounts. Presumptive community care grants totaled \$35,893.71 covering 75 accounts. Year-to-Date Community Care grants total \$573,648. Collection activity approval totaled \$121,439.34. Year-to-Date collection activity stands at \$1,097,294. Year-to-Date \$317,947 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$1,620.52, year-to-date recovery total of \$196,664.

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 \$5,893.48, Presumptive Community Care grants in the amount of \$35,893.71 and \$121,439.34 write-offs to collection for December. The motion was seconded by Jerry Pfeifer 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 December is \$1,711,466.

ACTION: A motion was made by MaryAnn Harty to accept checks totaling \$1,711,466. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

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BUILDING COMMITTEE

George Rohrich presented information on the overall project, cash flow, and an update on the work that has been completed.

Project Highlights

- Same Day Surgery complete.
- South Patient Wing exterior siding complete.
- Emergency Department underground plumbing in-progress.

Construction Update:

- Phase 3, same Day Surgery completed.
- Nichiha panels completed at South Wing.
- Temp heating installed in ED Addition.
- Headwall MEP rough-ins for patient rooms.

Upcoming Work

- Underground utilities at North addition.
- Slab on grade in North addition.
- Drywall install at South and East wings.
- Bathroom tile in South patient wing.
- Mechanical, electrical, and plumbing rough-ins in South and East wings.
- Start Phase 4, Endo Remodel.

Change Orders:

George Rohrich reviewed the change orders numbers:

- 68. Increase size of OR RTU box to accommodate Low temp/Hum equipment at future date.
- 108. Raise outlet heights for computers, add electric power for sterilizer.
- 109. Add spec for Urinal in Surgery Lounge.
- 111. Delete bed pan washers from patient room commodes, add to ED.
- 112. Add SecureAire electronic air filtration to RTU #7 (Surgery).
- 114. Change OH garage door height from 14' to 14'6".

ACTION: A motion was made by Jerry Pfeifer to approval of change orders 68, 108, 109, 111, 112, and 114 to the Hospital Commission. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

ROUNDTABLE COMMENTS

Stephanie Holden:

1. Red Cross Blood Drive on Thursday, January 24, 2019 at the Senior Center.
2. Next month Dr. Ereth will be giving a presentation on Alzheimer's.
3. We will be participating in Modern Health Care's Best Places to Work. Hospital Staff will take a survey at the end of March.
4. Business After Hours - Tuesday, February 4, 2019 from 4:30 pm -6:00 pm.

Lori Zook: Audit will be presented to Commission in March or April.

EXECUTIVE SESSION

A. Resolution Calling for Closed Session to discuss CEO Evaluation.

ACTION: A motion was made by Jerry Pfeifer to adjourn to closed session for the purpose of discussing the Chief Executive Officer's Evaluation. Motion was seconded by Maryann Harty and carried with all voting in favor. Meeting was adjourned to closed session at 1:36 p.m.

B. Call Closed Session to Order

The closed session of the Hospital Commission was called to order at 1:40 p.m. by Chairperson Margie Nelsen.

C. Call Closed Session to Adjourn

The closed session of the Hospital Commission was adjourned at 1:58 p.m. by Chairperson Margie Nelsen.

CALL BACK TO ORDER

The regular meeting of the Hospital Commission was called back to order at 1:59 p.m. by Chairperson Margie Nelsen.

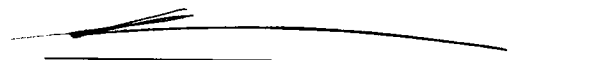
ADJOURNMENT

ACTION: A motion was made by Jerry Pfeifer to adjourn the meeting. Motion seconded by Gary Swedberg and carried with all voting in favor. Meeting was adjourned at 2:00 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, February 27, 2019, 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, February 20, 2019, at 12:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Room 1.


Chairperson


Secretary