

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

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

Wednesday, April 24, 2019

Present: Margie Nelsen, Chairperson; John Lammert, Vice Chairperson; Blake Combellick, Secretary. Trustees: Jerry Pfeifer, MaryAnn Harty, Laura Hulsebus, Gary Swedberg, Stephen Grams; 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: None

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 April 24, 2019 Agenda was reviewed.

ACTION: A motion was made by Jerry Pfeifer to approve the April 24, 2019 agenda. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

APPROVAL OF MINUTES

The March 27, 2019 Hospital Commission Minutes were reviewed.

ACTION: A motion was made by Blake Combellick to approve the March 27, 2019 Hospital Commission Minutes. The motion was seconded by John Lammert and carried with all members voting in favor.

APPROVAL OF CONSENT AGENDA

The consent agenda includes the following:

- Acceptance of the April 17, 2019 Finance Committee Meeting Minutes.
- Acceptance of the April 17, 2019 Quality Committee Meeting Minutes.
- Acceptance of the April 18, 2019 Building Committee Meeting Minutes.

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

GENERAL VISITOR COMMENTS

Visitors: Chuck Zieman, Mayor of Saint Peter; Sally Vogel, City of Saint Peter; Mark Dale, Eide Bailly.

ANNUAL AUDIT REPORT

Mark Dale from Eide Bailly presented the Annual Audit Report to the Hospital Commission. A handout was presented and reviewed with the Hospital Commission.

ACTION: A motion was made by Jerry Pfeifer to accept the Eide Bailly Annual Audit Report. The motions was seconded by Blake Combellick and carried with all members voting in favor.

CONTINUED

COMMISSION EDUCATION REPORT

A. QHR Webinar:

On April 9, 2019 the Hospital Commission was invited to attend a QHR Webinar titled: Reimbursement & Regulatory Updates.

B. Commission Self Evaluation:

The Hospital Commission discussed adding an action plan to go along with the evaluation. The commission discussed adding the evaluation into the Hospital Commission Bylaws.

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:

Jennifer L. Hillestad, CNP
Madhuresh Kumar, MD

Courtesy Staff/AHP, Urgent Care
Active Staff, IM/Hospitalist

Reappointment to the Medical Staff:

David A. Bryce, MD
Seth A. Consoer, MD
Alison M. Huber, PA-C
Richard L. Lowry, OPA-C
Mitchell N. Palmer, MD
Stephen H. Pearson, MD

Courtesy Staff, Pain Management
Courtesy Staff, Ophthalmology
Active Staff/AHP, Orthopaedic PA
Courtesy Staff/AHP, Orthopaedic PA
Courtesy Staff, Emergency Medicine
Courtesy Staff, Radiology

Change in Category – Provisional to Full Membership:

Brett J. Baldwin, DO
Timothy N. Christiansen, MD

Active Staff, ENT
Active Staff, ENT

Provisional Membership: None

Change in Clinical Privileges:

Stephen H. Pearson

Courtesy Staff, Radiology

Withdrawn from Medical Staff:

Holly Gisi-York, CNP
Hassan Salameh, MD

Courtesy Staff/AHP, Urgent Care
Active 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 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 Comblick and carried with all members voting in favor.

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QUALITY REPORT

The Quality Management Committee minutes from the April 17, 2019 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 March of approximately \$302,000 versus a month-to-date budget of (\$3,800).
- Net Operating Revenue MTD is \$254,000 vs MTD budget of (\$47,000).
- March results show an increase of cash on hand of \$328,000 resulting in balance of \$11,847,000 million. The 2019 Year End Budget goal is \$10.4M.

B. Statistical Dashboard.

The statistical report for March, 2019, was reviewed. Of the 17 measured activities, 7 are green. The monthly strategic report was also reviewed.

FINANCIAL REPORT

A. March Financial Summary.

Lori Zook presented the financial reports for March. The month of March had a Net Operating Income of \$302,249 and a year-to-date stand at \$723,742. Total Patient Revenue stands at \$5,980,530. Year-to-date Total Patient Revenue stands at \$18,490,456, over an YTD budget of \$20,842,502. March Net Patient Revenue stands at \$3,277,263 with a budget of \$3,158,739. Monthly Net Operating Revenue stands at \$3,287,941, versus a budget of \$3,164,289. Monthly Operating Expenses stands at \$2,985,692 over budget of \$3,168,116

Cash flow for March was positive at \$328,031. Days Cash On Hand is 125.97 days, and Days Revenue in Accounts Receivable stands at 41.84 days. Debt coverage is 3.11 for the month of March.

B. Write-Off to Collection.

Community Care grants totaled \$7,083.72, covering 9 accounts. Presumptive community care grants totaled \$1,898.99 covering 14 accounts. Year-to-Date Community Care grants total \$120,268. Collection activity approval totaled \$87,099.06. Year-to-Date collection activity stands at \$187,165. Year-to-Date \$111,215 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$35,887.12, year-to-date recovery total of \$90,037.

ACTION: A motion was made by John Lammert to accept the recommendation made by the Finance Committee for approval of \$7,083.72 in Community Care grants, \$1,898.99 in Presumptive Community Care grants and \$87,099.06 in write-offs to collection for March. The motion was seconded by Blake Combellick and carried with all members voting in favor.

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C. Accounts Payable Review.

Accounts Payable review for March included a total of \$2,153,896 paid via check.

ACTION: A motion was made by Stephen Grams to recommend approval of checks totaling \$2,153,896. The motion was seconded by Laura Hulsebus and carried with all voting in favor.

BUILDING COMMITTEE

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

Project Highlights

- Endo construction punch-list progress.
- Finishes in East patient wing are in progress.
- Emergency department concrete has been poured.

Construction Update:

- Endo is complete, punch-list in progress.
- North addition slab is complete.
- Carpet is complete at South wing.
- Finishes are complete at South wing.
- Painting complete at South wing.

Upcoming Work

- Exterior framing and sheathing in North addition.
- Interior framing in North addition.
- MEP rough-in North addition.
- Roofing in north addition.
- Finishes in East patient wing.

Change Orders:

George Rohrich reviewed the change orders numbers:

105. Final Surgery integration changes.

115. Integration of patient room overbed light control with nurse call.

118. Add electrical disconnects safety drain valves, heat trace and building automation system integration to 4 RTU humidifiers.

122. Double size of linen hampers in Surgery lockers and add storage cabinet.

124. Add 10 access panels in soffits over patient room doors and ER(T&M).

126. Add VAV and duct for outboard S/R rooms and toilets in SDS.

128. Change power voltage for flash sterilizer from 120 to 480.

134. Delete window film and add blinds.

137. Add hallway lighting control switches and delete clock outlets.

Total amount for change orders is \$83,157.

ACTION: A motion was made by John Lammert to approval of change orders 105, 115, 118, 122, 124, 126, 128, 134, & 137 for a total of \$83,157. The motion was seconded by Jerry Pfeifer and carried with all members voting in favor.

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ROUNDTABLE COMMENTS

Jackie Kimmert:

1. Hospital Week May 12th – 18th.
2. Employee Years of Service Pins during Hospital week lunch on May 15th at Noon.

Stephanie Holden:

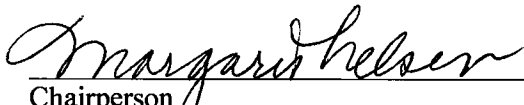
1. New patient wing tours in June.
2. Highway clean-up has been postponed because of the weather.

ADJOURNMENT

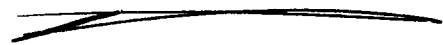
ACTION: A motion was made by Jerry Pfeifer to adjourn the meeting. Motion seconded by MaryAnn Harty and carried with all voting in favor. Meeting was adjourned at 2:10 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, May 22, 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, May 15, 2019, at 12:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.



Chairperson



Secretary