

RIVER'S EDGE HOSPITAL & CLINIC COMMISSION MEETING

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

Wednesday, June 26, 2019

Present: Margie Nelsen, Chairperson; John Lammert, Vice Chairperson. Trustees: Jerry Pfeifer, MaryAnn Harty, Laura Hulsebus, Gary Swedberg; Kyle Swanson, Chief of Medical Staff; George Rohrich, CEO; Jackie Kimmet, Chief Human Resources Officer; Stephanie Holden, Chief Marketing Office; Paula Meskan, Chief Nursing Officer; Todd Prafke, St. Peter City Administrator; Samantha Pherson, Recorder.

Absent: Janelle Rauchman, Chief Quality Officer; Lori Zook, CFO; Stephen Grams, Trustee; Blake Combellick, Trustee.

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 June 26, 2019 Agenda was reviewed.

ACTION: A motion was made by Jerry Pfeifer to approve the June 26, 2019 agenda. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

APPROVAL OF MINUTES

The May 22, 2019 Hospital Commission Minutes were reviewed.

ACTION: A motion was made by John Lammert to approve the May 22, 2019 Hospital Commission 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 June 19, 2019 Finance Committee Meeting Minutes.
- Acceptance of the June 19, 2019 Quality Committee Meeting Minutes.
- Acceptance of the June 20, 2019 Building Committee Meeting Minutes.

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

GENERAL VISITOR COMMENTS

Visitors: Chuck Zieman, Mayor of Saint Peter.

COMMISSION EDUCATION REPORT

QHR Webinar:

On June 11, 2019 the Hospital Commission was invited to attend a QHR Webinar titled: Operational Excellence.

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:

Ifechi D. Anyadioha, MD	Courtesy Staff, Pain Management
Brenda J. Hyde, MD	Courtesy Staff, Radiology
David A. Jahangir, MD	Courtesy Staff, Teleradiology
Kayleen M. Jahangir, MD	Courtesy Staff, Teleradiology
Mohammad A. Kassir, MD	Courtesy Staff, Teleradiology
Davis R. Sand, MD	Active Staff, Emergency Medicine

Reappointment to the Medical Staff:

Josser E. Delgado, MD	Courtesy Staff, Teleradiology
Bjorn I. Engstrom, MD	Courtesy Staff, Teleradiology

Change in Category – Provisional to Full Membership:

Thomas A. Gebhard	Courtesy Staff, Teleradiology
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Provisional Membership: None

Change in Clinical Privileges: None

Withdrawn from Medical Staff:

Sultan G. Michael, MD	Courtesy Staff, IM/Hospitalist
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ACTION:

- 1) A motion was made by John Lammert 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 MaryAnn Harty and carried with all members voting in favor.
- 2) A motion was made by MaryAnn Harty 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 June 19, 2019 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 May of approximately (\$180,000) versus a month-to-date budget of \$281,000.
- Net Operating Revenue MTD is \$759,000 vs MTD budget of \$1,788,000.
- May results show a decrease of cash on hand of \$2,314,000 resulting in balance of \$10,201,000 million. The 2019 Year End Budget goal is \$10.4M.

CONTINUED

B. Statistical Dashboard.

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

FINANCIAL REPORT

A. May Financial Summary.

Lori Zook presented the financial reports for May. The month of May had a Net Operating Income of (\$185,096) and a year-to-date stand at \$758,790. Total Patient Revenue stands at \$8,813,968. Year-to-date Total Patient Revenue stands at \$30,477,276, over an YTD budget of \$34,165,614. May Net Patient Revenue stands at \$2,562,519 with a budget of \$3,433,957. Monthly Net Operating Revenue stands at \$2,597,880, versus a budget of \$3,439,482. Monthly Operating Expenses stands at \$2,782,976 over budget of \$3,158,483.

Cash flow for May was negative at (\$2,313,733). Days Cash On Hand is 116.57 days, and Days Revenue in Accounts Receivable stands at 43.17 days. Debt coverage is 3.80 for the month of May.

B. Write-Off to Collection.

Community Care grants totaled \$8,397.32, covering 12 accounts. Presumptive community care grants totaled \$125,076.23 covering 145 accounts. Year-to-Date Community Care grants total \$438,788. Collection activity approval totaled \$77,158.28. Year-to-Date collection activity stands at \$387,544. Year-to-Date \$174,494 of gross bad debts have been recovered. The Revenue Recapture program through the State of Minnesota resulted in receipt of \$13,711.13, year-to-date recovery total of \$135,810.

ACTION: A motion was made by MaryAnn Harty to accept the recommendation made by the Finance Committee for approval of \$8,397.32 in Community Care grants, \$125,076.23 in Presumptive Community Care grants and \$77,158.28 in write-offs to collection for May. The motion was seconded by John Lammert and carried with all members voting in favor.

C. Accounts Payable Review.

Accounts Payable review for May included a total of \$5,024,318 paid via check.

ACTION: A motion was made by John Lammert to recommend approval of checks totaling \$5,024,318. The motion was seconded by Jerry Pfeifer and carried with all voting in favor.

D. Items for Approval.

1. VersaBadge:

The Hospital recommends purchasing the VersaBadge Tracking System for \$3,000 per month, \$36,000 per year. A portion of the calculation for the Medicare Cost Report is the amount of time the ED physicians spend on stand-by and with patients. This is currently being tracked via times studies which is inefficient and not very accurate. Other hospitals that have implemented this have seen a \$200,000-\$400,000 increase in their Medicare settlement because of the accuracies and efficiencies gained.

ACTION: A motion was made by MaryAnn Harty to approve purchasing the VersaBadge tracking System for the amount of \$3,000 per month or \$36,000 per year. The motion was seconded by Laura Hulsebus and carried with all members voting in favor.

2. 3D Mammogram Machine:

The Hospital recommends leasing a 3D Mammography machine from CMDI. This is at an estimated net yearly cost of \$20,000 per year for a 5 year lease after equity return. A new Hologenic Selenia 3D Mammography machine will allow both 2D and 3D mammograms. This is a service that is important to our community. Three different machines and three different leasing options were compared to purchase and this is the lowest cost impact of all the options.

ACTION: A motion was made by John Lammert to recommend approval of the Hologenic Selenia 3D Mammography lease for the estimated net yearly cost of \$20,000 per year for a 5 year lease to the Saint Peter City Council. The motion was seconded by Gary Swedberg and carried with all members 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:

- Project Emergency Department MEP Rough in is complete.
- Courtyard steel structure is complete.
- Demo at the new kitchen/pharmacy is in progress.
- Demo for the new PACU space is in progress.

Construction Update:

- Stone veneer at the Emergency Department is complete.
- Courtyard roof enclosure is complete.
- South parking lot and sidewalks are complete.

Upcoming Work:

- Drywall and painting at the Emergency Department.
- Underground plumbing in the Kitchen/Pharmacy area.
- MEP rough in at the Kitchen/Pharmacy area.
- Demo and framing at the dining/waiting area.
- Exterior landscaping at the South site.

Change Orders:

George Rohrich reviewed the change orders numbers:

- 135. Add switch and light to hallway.
- 141. Delete up-swing grab bars.
- 144. Wan door revisions.
- 145. Add Surge protection to 2 electrical panels.
- 148. Add heat trace to roof drain at Front Entry Canopy.
- 150. Lower top of storm drain structure C9 12" in South parking lot.
- 151. MEP rough in through ED for snow melt mechanical equipment room.
- 152. Conduit for low voltage cables through ambulance garage.
- 153. Phase 4 – Add heat relief vents in 4 cabinet doors in Endo.
- 154. Replace door frame E60C at interior CMU wall – 4" header.
- 155. Exterior sheathing and moisture proofing in lieu of dwl at garage doors.
- 156. Add 2 duplex electrical outlets to Trauma.
- 158. Add steel edging at plant beds.
- 159. Lower garage door 6" to match door height revisions in COR# 114.
- 161. Add 1 emergency power outlet in ED E63 EMS office.
- 165. Add blinds to patient corridor end windows.

ACTION: A motion was made by Jerry Pfeifer to approval of change orders 135, 141, 144, 145, 148, 150, 151, 152, 153, 154, 155, 156, 158, 159, 161, and 165. The motion was seconded by MaryAnn Harty and carried with all members voting in favor.

ROUNDTABLE COMMENTS

Margie Nelson: The Nominating Committee has been meeting to discuss the one vacancy the Commission will have next year.

Stephanie Holden:

- 1. Highway Clean-up, Saturday, June 29th.
- 2. 4th of July Parade.
- 3. Strategic Planning – August 6th at Gustavus.

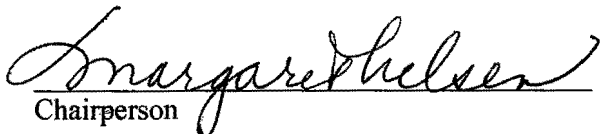
Jackie Kimmet: Q12 Employee Engagement Survey is in process, will have the results by the next meeting.

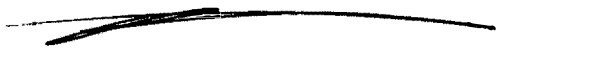
ADJOURNMENT

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 1:32 p.m.

NEXT MEETING

The next regular meeting of the Hospital Commission will be Wednesday, July 24, 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, July 17, 2019, at 12:30 p.m. This meeting will convene in the River's Edge Hospital Helen G. White Conference Center.


Chairperson


Secretary