



Finance Committee

August 15, 2023

Hospital Conference Room

Call to Order

The Finance Committee meeting was called to order by Kim Gehling at 5:44 p.m. in the hospital conference room. Committee members present were Kim Gehling, Julie Atwell, Kathleen Repass, Brett Decker, Nancy Lang and Jeff Belvel. The following Board members were also present: Doug Ford, Mike Zerull and Dr. Thomas Rizzo. Also in attendance were Dave Shannon, Interim CEO; Jodie Criswell, CFO; Heather Charlet, CNO; Hazel Butter, VP of Human Resources; Colton Anderson; Clinic Director; Wyatt Brieser, Director of OP, Ancillary, Rehab and LTC and Diane Biellier, Manager, Executive Ops. Ryan Netstrick, Group Vice President, Dwayne Gunter, CEO and Michael Owens, CIO of Ovation Healthcare attended.

Fiscal Services

Jodie Criswell presented financials to the committee. For the month ended July 31, 2023, Hammond-Henry Hospital recorded a gain of \$361,487. Total gross revenues were \$2,063,197 below budget. Total deductions were 56.6% of gross charges versus a budget of 61.4%. Total operating revenue totaled \$4,542,892 or \$227,174 below budget. Total expenses were \$255,734 below budget with variances in salaries, supplies and leases.

Gross patient revenue totaled \$9,952,003 for the month. The budget was \$12,015,200 for a 17.17% negative variance.

Jodie shared that the audit was still in process, however the data collection portion is slowing down. Wipfli has not communicated any issues with the information they have obtained, and the audit results are expected to be presented to the Board in September. Work on the FY2023 Medicare cost report and the Federal Single audit are ongoing.

An update on the search for a new HIM Manager was shared with the Board. Our current manager, Charlene Massarolo, is hoping to retire in the next few months.

Adjournment

A motion was made: To close the finance committee meeting at 5:53p.m. With a second, the **motion passed.**

Respectfully Submitted by,

Diane Biellier
Manager, Administrative Operations



IT Governance Meeting

August 15, 2023
Hospital Conference Room

The IT Governance meeting began at 5:03 p.m. in the hospital conference room. Committee members present were Directors Kim Gehling and Brett Decker. Special Committee member and ex-Director Duane Olson was present. Directors Doug Ford, Nancy Lang and Julie Atwell attended a portion of the meeting. Also in attendance were Dave Shannon, Interim CEO; Jodie Criswell, CFO; Heather Henry, IT Manager, Diane Biellier, Manager, Admin Ops. Diane Bogart and Joe Dungo of RSM attended via telephone. Dwyane Gunter and Michael Owens of Ovation Healthcare also attended.

Overview of progress to date

Diane Bogart provided an overview of the System Selection Timeframe to the Committee, including the time allotted for Executive Conversations involving strategic implications for the organizations. Dwayne Gunter commended RSM and Hammond-Henry for their comprehensive work to date and discussion ensued regarding the importance of including a business case in the decision-making process and outlining the ROI for each option. Duane Olson reiterated the importance of factoring in the increased staff and support that will be needed for implementation of either system.

Next steps

Jodie will outline the financial projections and parameters for the EMR selections and present the information to the Committee.

Adjournment

The meeting was closed at 5:40pm.

Respectfully Submitted by,

Diane Biellier
Manager of Administrative Operations



**Board of Directors' Meeting of
Tuesday, August 15, 2023**

Call to Order

Board Chair Doug Ford called the meeting to order at 6:00 pm in the Hospital conference room. Board members present were Doug Ford, Kim Gehling, Julie Atwell, Brett Decker, Mike Zerull, Nancy Lang, Jeff Belvel, Kathleen Repass and Dr. Thomas Rizzo. Also in attendance were Dave Shannon, Interim CEO; Jodie Criswell, CFO; Heather Charlet, CNO; Hazel Butter, VP of Human Resources; Colton Anderson, Clinics Director; Wyatt Brieser, Director of OP, Ancillary, LTC and Rehab and Diane Biellier, Manager, Administrative Ops. Ryan Nestrack, Group Vice President, Dwayne Gunter, CEO and Michael Owens, CIO of Ovation Healthcare attended. Also present were Dick Stone, attorney, and Krista Nixon. Dr. Satkauskas called in and reported on behalf of the Medical Staff.

Consent Agenda

Chair Ford referred to the following consent agenda:

- Quality Council Meeting minutes of July 26, 2023
- Home Health Professional Advisory Meeting minutes of July 26, 2023
- Finance Committee minutes of July 18, 2023
- Board meeting minutes of July 18, 2023
- Closed Session minutes of July 18, 2023
- CEO Steering Committee minutes of July 14, 2023
- Operations Review

A name correction will be made on the July 18 Board meeting minutes.

A **motion** was made and seconded: To approve the consent agenda with the name correction.
The **motion passed.**

Medical Staff Report

Dr. Satkauskas called in to report on behalf of the Medical Staff. He provided a brief recap of the June and July Medical Executive Committee minutes.

Recess to Closed Session

A **motion** was made and seconded: To go to closed session at 6:04pm To discuss appointment, employment, compensation, discipline, performance or dismissal of an employee or legal counsel of the Hospital, including hearing testimony on a complaint lodged against an employee of the Hospital or against legal counsel for the Hospital to determine its validity.

On a roll call vote, **the motion passed.**

Reconvene into Regular Session

A **motion** was made and seconded: To reconvene the regular meeting of the Board at 6:23 p.m.
The **motion passed.**

Committee Business

Finance Committee

Kim Gehling provided the Board with an overview of the Finance Committee which included the July financial reports.

IT Governance Committee

Dwayne Gunter, CEO and Michael Owens, CIO of Ovation Healthcare presented an overview of Ovation and current healthcare trends to the Board with emphasis on the upcoming EMR selection. Dwayne shared his experiences with past EMR implementations and advised the Board to consider the business case of each EMR option as well as the strategic implications. Providers are invited to attend a meeting Wednesday morning to discuss the EMR selection process with Dwayne and Michael.

Administrative Reports

Administration

The Board had an opportunity to ask the senior leadership team any questions resulting from a review of their Board packet submissions. There were a few additional items discussed:

- Dave Shannon thanked Dr. Rizzo for his upcoming attendance at the Physicians Leadership conference from ICAHN. He also requested the Board's guidance on recruitment of another family practice physician and the utilization of a recruitment firm. Discussion ensued regarding APP supervision requirements and the APP/Physician ratio within the clinics.
- Hazel Butter discussed the recent employee survey. The results will be shared with the Managers at this month's Manager's meeting.
- Heather Charlet shared her experience at the Mental Health Conference on July 28. She also discussed current options for anesthesiology services. Heather and Missy Braddock have explored options and recommended to the Board that Hammond-Henry Hospital stay with Apollo Anesthesia. They are negotiating a new agreement that will include Quality measures.
- Wyatt Brieser updated the Board on Long Term Care, specifically that they are currently in COVID outbreak status. Wyatt also presented three possible Pharmacy solutions to the Board with the recommendation of attempting to employ a pharmacist and contracting resources from Cardinal Health to support the department and improve efficiencies and cost saving opportunities.
- Colton Anderson updated the Board on the clinic surveys that recently occurred. Annawan and Orion clinics both did well and the plan of corrections are already in the works.

Ovation Healthcare Report

Ryan thanked the Board for their relationship with Ovation as we are days away from the two year anniversary of the initial agreement between Hammond-Henry Hospital and QHR/Ovation Healthcare.

A brief CEO search update was provided to the Board. The initial response to the job opportunity has been favorable and WittKieffer is reviewing interested candidates.

The first Ovation Healthcare Leadership Retreat took place July 19 with Managers and Senior Leadership attending a day long education session. The day was the launch of what will become a formalized education/leadership training program provided by Ovation with the goal of investing in our managers and leaders.

The Board will receive an on-line self-assessment in early September with the goal of receiving the results at the September Board meeting. The Board self-assessment tool helps guide future educational opportunities for the Board.

Board Action

A **motion** was made and seconded: To approve the continued use of Apollo Anesthesia as recommended. **On a roll call vote the motion passed.**

A **motion** was made and seconded: To approve the hiring of a Pharmacist, with a recruiter if needed, and the contracting of additional Cardinal Health resources. **On a roll call vote the motion passed.**

Approval of July Bills

Chair Ford referred to the bills. The total bills for the month of July are \$3,134,127.52. A **motion** was made and seconded: To approve payment of the bills for the month of July in the amount of \$3,134,127.52. **On a roll call vote the motion passed.**

Recess to Closed Session

A **motion** was made and seconded: To recess to closed session at 7:56 p.m. to the recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals for a hospital, or other institution providing medical care, that is operated by the public body. And appointment, employment, compensation, discipline, performance or dismissal of an employee or legal counsel of the Hospital, including hearing testimony on a complaint lodged against an employee of the Hospital or against legal counsel for the Hospital to determine its validity.

On a roll call vote, **the motion passed.**

Reconvene into Regular Session

A **motion** was made and seconded: To reconvene the regular meeting of the Board at 8:34 p.m. The **motion passed.**

A **motion** was made and seconded: To approve the medical staff appointments and reappointments that were discussed in closed session. All appointments/ reappointments will be effective August 31, 2023. **The motion passed.**

A **motion** was made and seconded: To approve the contracting of Hospitalist services as outlined by Western Healthcare. On a roll call vote, **The motion passed.**

A **motion** was made and seconded: To approve the revisions to an employee's contract as presented to the Board. On a roll call vote, **The motion passed by majority vote.**

Adjournment

A **motion** was made and seconded: To adjourn the meeting at 8:34:p.m. The **motion passed.**

Respectfully submitted by,
Diane Biellier, Manager, Administrative Operations