



**IT Governance Meeting**  
April 18, 2023  
Hospital Conference Room

The IT Governance meeting began at 5:00 p.m. in the hospital conference room. Committee members present were Directors Kim Gehling, Duane Olson and Brett Decker. Director Doug Ford also attended. Also in attendance were Dave Shannon, Interim CEO; Jodie Criswell, Vice President of Fiscal Services; Heather Henry, IT Manager, Dr. Crystal Snider, Diane Biellier, Executive Assistant. Diane Bogart and Arvind Rao of RSM attended via telephone and Ryan Nestruck, SVP of Ovation Healthcare, was also present.

**Overview of progress to date**

RSM was on site and conducted 52 interviews. Jodie shared RSM's presentation outlining the current state in regard to access to patient information, system integration and lack of functionality. The list of vendors being considered, and a possible timeline were discussed. Director Olson requested that the potential vendors also disclose potential issues if a future separation occurs. The potential vendors at this juncture are: Meditech Expanse, OCHIN, Unity Point Health, University of Iowa Hospitals and Clinics and OSF.

**Next Steps**

Discussed continued regarding the strategic and clinical implications behind the HER transition. Jodie, Heather and RSM will continue to review the future state and business requirements and obtain information from our prospective vendors.

**Adjournment**

The meeting was closed at 5:34pm.

Respectfully Submitted by,

Diane Biellier  
Executive Assistant



## **Finance Committee**

April 18, 2023  
Hospital Conference Room

### **Call to Order**

The Finance Committee meeting was called to order by Kim Gehling at 5:37 p.m. in the hospital conference room. Committee members present were Kim Gehling, Ann DeSmith, Duane Olson, Brett Decker, Julie Atwell (via telephone), and Mike Zerull. The following Board members were also present: Dr. Don Ford, Doug Ford and Nancy Lang. Also in attendance were Dave Shannon, Interim CEO; Jodie Criswell, Vice President of Fiscal Services; Wyatt Brieser, Director of OP and Ancillary Services; Heather Charlet, CNO; Colton Anderson, Director of Clinics; Hazel Butter, VP of Human Resources; and Diane Biellier, Executive Assistant. Present at the meeting was Ryan Nestrack, Senior VP of Ovation Healthcare and Chip Holmes, Senior VP of Ovation Healthcare.

### **Fiscal Year 2024 Draft Capital and Operating Budget**

Jodie provided an overview of the draft budget provided to the Board. She outlined key assumptions, including, but not limited to the ending of the COVID Public Health Emergency and assumed changes to patient charges, salary and wages and volumes. The Fiscal Year 2024 operating budget is projected with a total net surplus of \$2,434,548, a total profit margin of 4.3%. The net operating surplus is projected at \$1,381,551, an operating margin of 2.5%. Budgeted days cash on hand are 440.

### **Proposed Long Term Rate Increase**

Wyatt Brieser presented current market rates to the Board and proposed an increase for semi-private and private rooms. The increases would be \$218 to \$225 for semi-private and \$228 to \$250 for private. Director Don Ford requested the letter to residents and family be slightly modified to clarify the increase. Rates are evaluated against the local market on an annual basis.

### **Fiscal Services**

Fiscal Services Report and March Financials.

Hammond-Henry Hospital recorded a gain of \$645,543 for the month ending March 31, 2023. The year-to date gain was \$1,818,472. March gross revenues were below budget as inpatient and outpatient volumes continue to be below projections. Clinic gross charges partially offset the negative variance as the average charge per patient visit exceeded budget. Total deductions were 61.1% of gross charges versus a budget of 64.5%. Total operating revenue totaled \$4,494,012, or 5.78% below budget. Total expenses were \$4,429,450 or \$243,152 below budget. Investment income exceeded budget by \$424,264 due to unrealized gains, reflecting positive changes in the investment market.

Gross patient revenue for the month of March was \$11,088,547 versus a budget of \$13,008,255 for a negative variance of \$1,919,708.

### **Adjournment**

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

Respectfully Submitted by,

Diane Biellier  
Executive Assistant



## Board of Directors' Meeting of Tuesday, April 18, 2023

### Call to Order

The meeting of the Board of Directors of Henry Hospital District was called to order by Board Chair DeSmith at 6:00 p.m. in the hospital conference room. Members present were: Directors Brett Decker, Dr. Don Ford, Mike Zerull, Ann DeSmith, Duane Olson, Kim Gehling, Nancy Lang, Doug Ford. Director Julie Atwell attended via telephone. Also present were Dave Shannon, Interim CEO; Jodie Criswell, Vice President of Fiscal Services; Hazel Butter, Vice President of Human Resources; Wyatt Brieser, Director of OP and Ancillary Services; Colton Anderson, Director of Clinics, Heather Charlet, Chief Nursing Officer and Diane Biellier, Executive Assistant. Ryan Nestrack, Senior VP of Ovation Healthcare attended in person; Chip Holmes, Senior VP of Ovation Healthcare attended via telephone. Richard Stone, attorney was also present. Medical Staff was represented by Dr. Julie Brown. Lisa Boston and Phillip Stubblefield from Ovation Healthcare Compliance and Krista Nixon, Quality Manager presented. Heidi Vorac, APRN attended open session.

### Public Comment

There was no public comment.

### Education

Lisa Boston, VP of compliance and Phillip Stubblefield, Compliance Manager with Ovation Healthcare, presented Board education. The informative presentation provided a summary of an effective Compliance Program's basic requirements, scope, risk areas and the Board's role. Ovation Healthcare is currently conducting a Compliance Program Assessment on site. The Board and senior leadership team will have their complete findings in approximately 60 days.

### Consent Agenda

Chair DeSmith referred to the following consent agenda:

- Home Health Professional Advisory Meeting minutes of April 12, 2023
- Quality Council Meeting minutes of March 22, 2023
- Board Meeting Minutes of March 21, 2023
- Closed Session Minutes of March 21, 2023
- Finance Committee Meeting minutes of March 21, 2023
- IT Governance Committee Meeting minutes of March 21, 2023
- Compliance Committee Meeting minutes of March 7, 2023
- Community Support Report
- Operations Review

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

### Committee Business

#### Finance Committee

Kim Gehling provided the Board with a summary of the Finance Committee meeting, which included:

- A brief recap of the Draft FY24 Capital and Operating Budget
- March Financials
- An update on the IT Governance Committee

- A recommendation by Wyatt Brieser to increase the Long Term Care semi-private and private rooms rates to \$225 and \$250 respectively.
- A **motion** was made and seconded to implement the proposed room rate increases for Long Term Care. On a roll call vote, the **motion passed**.

#### Quality Council and Compliance

Krista Nixon, Quality Manager, provided an overview of the following and addressed questions from the Board:

- 2022 Annual Corporate Compliance Report
- 2022 Infection Control Evaluation
- 2023 Infection Control Plan
- 2022 Quality Performance Improvement Annual Report
- 2023 Quality Plan
- 2023 Utilization Management Plan
- 2023 Risk Management Plan
- Quality Scorecard

A **motion** was made and seconded to approve the 2022 and 2023 Reports and plans as outlined above. The **motion passed**.

#### Governance and Nominating Committee

Director Lang, Committee chair, provided a verbal update to the Board naming the recommended nominees that were presented to the Henry County Board. The following community members will be approved by the county Board at the May meeting and orient to the Hammond-Henry Board in May: Kathleen Repass, Dr. Thomas Rizzo and Jeff Belvel. Discussion ensued regarding the new Board orientation process, which will include a facility tour and an opportunity to meet hospital managers.

A **motion** was made and seconded to approve the three new Board nominees. The **motion passed**.

#### Administrative Reports

##### CEO Report

Dave Shannon referred to his summary in the Board packet and opened the room up for questions. He also provided a brief update on a recent initiative to provide the organization with a way to make easy suggestions to Administration. The "Suggestions or Questions" link on the intranet allows staff to directly (and anonymously if they choose) address issues the CEO. Six emails have been responded to, with direct follow up from Dave and additional communication from Management once resolved.

Director Dr. Ford asked questions regarding the meeting with the Henry County Health Department and voiced his hope that the county agencies and hospital could come together to better serve our communities.

##### Human Resources

Hazel Butter had shared a report on retirees over the past two years. There were no questions.

##### Patient Care and Nursing Services Report

Heather Charlet had no updates to the report she had provided the Board and there were no questions.

##### Outpatient/Ancillary Services Report

Wyatt Brieser had no updates to the report she had provided the Board and there were no questions.

##### Clinic Report

Colton Anderson provided clarification to the Board regarding the new Endocrinologist from Unity Point that will be utilizing the Specialty Clinic once credentialed. He also thanked Plant Services for their efforts to finish up the painting and redecoration of the clinic for reopening. The space was painted and cleaned thoroughly once the Lab relocated to their newly renovated space.

#### Ovation Healthcare Report

Ryan Nestruck and Chip Holmes commented on the Compliance Assessment currently taking place at Hammond-Henry. There was also mention of a space planning consultant through Ovation Healthcare that Hammond-Henry is going to confer with regarding optimal utilization of our building.

Chip thanked the hospital for their efforts as we approach the two year anniversary of working with Ovation Healthcare.

Hazel Butter announced that Michelle Moore from Surgery is the May Shining Star recipient.

#### Board Action

##### Approval of April Bills

Vice Chair Ford referred to the bills. The total bills for the month of April are 3,937,641.85. A **motion** was made and seconded: To approve payment of the bills for the month of April in the amount of \$3,937,641.85. On a roll call vote the **motion passed**.

##### Approval of new Foundation Board members

Darcy Hepner, Foundation Manager, proposed new Foundation trustee Christian Jackson as Steve Emerson has decided to step down from his position. Darcy also provided the officers for the 2023-2025 for Board approval.

A **motion** was made and seconded: To approve the Foundation trustee Christian Jackson and the new officers. The **motion passed**.

##### Approval of the 2023 MAP

The 2023 MAP was provided to the Board for review and approval.

A **motion** was made and seconded: To approve 2023 Management Action Plan. The **motion passed**.

#### Medical Staff Report

Dr. Julie Brown thanked the Board and Administration for the jackets offered to the physicians in honor of Doctor's Day (March 30). She also voiced appreciation on behalf of the physicians for the kind thank you notes that were written by staff and the community and placed in the physician's lounge.

A new medical student, Nathan Soria, will be beginning his rotation at Hammond-Henry from April to August. We have another student completing a rotation later this fall. Both are through the Rural Student Placement Program.

At the next Medical Staff meeting, there will be a newly elected Medical Executive Committee.

#### Recess to Closed Session

A **motion** was made and seconded: To recess to closed session at 7:31 p.m. to discuss the credentialing of physicians and other healthcare professionals, CEO Evaluation and the appointment, employment, compensation, discipline, performance or dismissal of an employee or legal counsel of the Hospital. 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 8:26 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 April 30, 2023. **The motion passed.**

*Adjournment*

A **motion** was made and seconded: To adjourn the meeting at 8:27 p.m. The **motion passed.**

Respectfully submitted by,  
Diane Biellier, Executive Assistant