



Board of Directors' Meeting of Tuesday, February 15, 2022

Call to Order

The meeting of the Board of Directors of Henry Hospital District was called to order by Chair DeSmith at 6:00 p.m. in the hospital conference room. Members present at the hospital conference room were: Directors Ann DeSmith, Denise Ward, Doug Ford, Kim Gehling, Duane Olson, Mike Zerull, and Nancy Lang. Director Julie Atwell recused herself from the first closed session and joined at 6:47pm. Dr. Don Ford participated by speakerphone. Also in attendance were Mark Kuhn, CEO, Jodie Criswell, Vice President of Fiscal Services; Hazel Butter, Vice President of Human Resources; Julie Theill, Vice President of Rehab and Long Term Care; Danielle Hoffman, Director of Nursing; Colton Anderson, Director of Clinic Services; Wyatt Brieser, Director of OP and Ancillary Services and Diane Biellier, Administrative Assistant. Chip Holmes, SVP of QHR and Jeffrey McDaniel of Brooks Law Firm attended via conference call.

Recess to Closed Session

A **motion** was made and seconded: To recess to closed session at 6:01 p.m. to conduct the formal peer review of a physician. 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 6:47 p.m. The **motion passed.**

Consent Agenda

Chair DeSmith referred to the following consent agenda:

- a. Executive Committee Meeting minutes February 7, 2022 (p.4)
- b. Closed Session Executive Committee Meeting minutes February 7, 2022 (web portal)
- c. Board Special Meeting minutes of January 29, 2022 (p.5)
- d. Closed Session minutes of January 29, 2022 (web portal)
- e. Medical Staff Executive Meeting minutes of January 27th, 2022 (pp.6-8)
- f. Board Meeting minutes of January 18, 2022 (pp.9-13)
- g. Closed Session minutes of January 18, 2022 (web portal)
- h. Operations Review (pp.14-16)

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

Committee Business

Julie Bauman, Home Health Manager, presented the current Home Health Policies and an updated Professional Advisory Committee agenda for annual approval by the Board. A **motion** was made and seconded: To approve the Home Health policies and Professional Advisory agenda. The **motion passed.**

Old Business

Fiscal Services Report

Jodie presented the Board with an Investment Summary. There was a \$2,832,969 increase in fund balances from October 2021 through January 2022. Medicare continues to withhold 25% of claim payments towards the repayment of advanced payments received in April 2020. In March 2022 they will increase this to 50% and will require a lump sum payment of the balance September 30, 2022. Jodie is increasing cash reserves for the expected \$175,000 payment.

Jodie referred to the January fiscal services report in the board packet. The January financials recorded a total net surplus of \$310,910 and an 8-month year-to-date gain of \$3,219,634. Total operating revenue was \$4,591,972 versus a budget of \$4,673,465 with inpatient and clinic revenues exceeding expectations. The increase of acute patient days and patient acuity helped offset decreased outpatient revenues, which were \$511,510 below budget.

Expenses were \$263,647 below budget, partially due to an over accrual of December payroll expenses.

Administrative Reports

QHR Report

Chip thanked everyone for their participation in the QHR Strategic Planning Interviews. Over a span of about 2 days, 35 interviews with 42 people took place. He thanked Hammond-Henry for their hospitality. QHR will be conducting an on-site meeting in early March to discuss data, demographics and analytics resulting from the strategic planning process. Mark added that there will be a Special session Board meeting later in March to discuss QHR's initial recommendations and draft implementation. This session will be followed by formal planning sessions in early May.

Chip will be providing the Board with a self-assessment tool. This confidential survey between QHR and the Board will allow the Board to determine its strengths and possible areas for improvement. The surveys will be shared with Board members over the next 1-2 weeks and the self-assessment results will be covered at the March Board meeting.

CEO Report

Mark Kuhn referred to the information in the board packet. He reported on the following items:

- Clinic volumes were once again high in January, but the trend is changing in February as volumes are starting to decline. The challenge within the clinics and lab are finding the "new normal" and staffing accordingly.
- The Cambridge Clinic was awarded its RHC accreditation. This three-year accreditation started February 7th and will allow for billing of claims that have been held while the survey was being completed.
- Hammond Henry-Hospital has been awarded 5 Stars for Patient Experience for the second year in a row. Out of 175 hospitals in Illinois, only four received the 5 Star rating.
- Mark commended those responsible for making Hammond-Henry compliant with the Surprise Billing requirements that went active January 1, 2021. He shared an article that mentions only 14.3 percent in a survey of 1000 hospitals were complaint.

Human Resources

Hazel Butter updated the board on two recent issues:

- A recent respite from the heavy inpatient census was welcome on Med Surg as the nurses saw a reduction of COVID cases on the floor.
- Hazel shared the Shining Star recipient with the Board. Darcy Hepner of the Foundation was recognized for March 2022.

Rehab & Long Term Care Report

Julie Theill shared the following updates on Long Term Care (LTC) & Rehab Services:

- Outpatient Rehab volumes were down for the month of January as there were almost 400 cancels. This corresponded with 5 staff members out with COVID related illness. Fortunately, patient volumes and staffing are recovering well.
- The pool liner is in the process of being replaced. Julie shared photos with the board.
- The Director of Nursing and Manager roles in Long Term Care have been filled and training is underway. The COVID unit has been dismantled and there are no current COVID positive residents.
- CMS has settled on a disputed finding from a 2020 site survey. The original Infection Control infraction included a \$15,000 fine but after discussion and evidence provided by Wyatt and Julie, CMS has agreed to reduce the fine and severity of the infraction to \$5,000.
- The cancer survivor group 3D Strong participated in a cancer awareness event hosted by the Geneseo girls' basketball team. Over \$4,200 was raised.

Patient Care and Provider Services

Patient Care and Nursing: Danielle Hoffman gave the following updates:

- MedSurg/CCU department will be focusing on Education and refreshing nurse competencies with any downtime they may have from reducing census.
- The recent DNV remote survey went very well and Danielle recognized Rebecca Hutchinson and Krista Nixon for their excellent work preparing for and conducting the survey.
- Danielle continues to focus on recruitment, retention, and resiliency within nursing at Hammond-Henry. She was proud to point out the Surgical Services Department boasts 517 years of nursing experience, the MedSurg Department 250 and the Emergency Department, over 100. Danielle is working with Marketing to discuss ways to celebrate facts such as this and use them to draw in potential employees and students.
- A new team-based nursing model is being implemented in Med Surg/CCU. This new model will allow Hammond-Henry to grow an LPN pool and utilize Respiratory Therapists.
- As part of the resiliency focus, there will be a Blessing of Hands for anyone that is interested when Danielle rounds the entire organization with a chaplain sometime in March.

Clinic Services: Colton Anderson shared the following updates:

- Colton reiterated the new RHC accreditation of the Cambridge Clinic, which resulted in only one small finding. Education was provided.
- Two new employees were recruited from the recent Career Fair Hammond-Henry held. One Medical Assistant and one Rad Tech.
- Chronic Care Management and Transitional Care Management are up and running and continue to grow.

Outpatient and Ancillary Services: Wyatt Brieser shared the following:

- O'Shea Construction continues to work on modifying the lab remodel project to come closer to Hammond-Henry's proposed budget. Options in project scope and the number of phases is being explored.
- The Lab's analyzer went down, resulting in labs needing to be sent out as per procedure. While our internal procedures ran smoothly, the delay in obtaining results proved frustrating to some clinicians and is a good example of why a second analyzer will be important in the lab remodel.
- Beth Peirce is doing well in her new Pharmacy Manager role and is looking at process improvements.

Board Action

Approval of January Bills

Chair DeSmith referred to the bills. The total bills for the month of January are \$3,113,498.15. A **motion** was made and seconded: To approve payment of the bills for the month of January in the amount of \$3,113,498.15. On a roll call vote the **motion passed**.

Approval of Antibiotic Stewardship Position

Chair DeSmith referred to the information in the board packet for the appointment of Beth Peirce to oversee the Antibiotic Stewardship Program. She asked for a formal motion. A **motion** was made and seconded: To approve Beth Peirce to oversee the Antibiotic Stewardship Program. The **motion passed**.

Approval to Complete ADA Construction and Signage at Orion Clinic

Chair DeSmith referred to the information in the board packet regarding approval of additional funds to complete ADA construction and signage at the Orion Clinic. She asked for a formal motion. A **motion** was made and seconded: To approve \$73,000 in expenses for completion of construction necessary to meet ADA and RHC requirements as well as signage. An additional \$8,000 was approved, if needed, to repair or replace the flooring at the Orion location. On a roll call vote, the **motion passed**.

Recess to Closed Session

A **motion** was made and seconded: To recess to closed session at 8:03 p.m. to discuss the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against an employee. 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 9:02 p.m. The **motion passed**.

Adjournment

A **motion** was made and seconded: To adjourn the meeting at 9:03 p.m. The **motion passed**.

Respectfully submitted by,
Diane Biellier, Administrative Assistant