



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

Call to Order

The meeting of the Board of Directors of Henry Hospital District was called to order by Chair DeSmith at 5:30 p.m. in the hospital conference room. Members present at the hospital conference room were Directors Ann DeSmith, Doug Ford, Dr. Donald Ford, Kim Gehling, Duane Olson, Julie Atwell, Mike Zerull, and Nancy Lang. Chip Holmes, SVP of QHR attended via conference call for the duration of the meeting and Jeffrey McDaniel of Brooks Law Firm attended via conference call for closed sessions. Julie Atwell recused herself for the second closed session.

After first closed session, 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. Lindsay Harmon, Manager of Strategy at QHR was present via conference call for presentation. Krista Nixon, Heather Charlet, Melissa Braddock and Mary Bostwick also attended for presentations.

Recess to Closed Session

A **motion** was made and seconded: To recess to closed session at 5:31 p.m. to discuss the discipline, performance or dismissal of an employee or employees. 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 6:26 p.m. The **motion passed**.

Education

Mary Bostwick, Auxiliary Representative, presented the Auxiliary budget, quarterly and annual reports to the Board. The Auxiliary is starting to see an increase in volunteer hours and continues to support the hospital with fundraising through events such as Scrubs on Wheels, Lagomarcino's and Pink Prairie.

New Business

Heather Charlet, Manager of MedSurg/CCU, presented to the Board for two capital expenditure projects: Acute Care wall mounted computers and a Nurse Call System. The wall mounted computers will reduce inefficiencies with charting, wi-fi connectivity issues and improve patient safety and infection control. The Nurse Call System capital request allows for replacement of the current call system, which is no longer functioning. Heather discussed the necessity of replacing the system as soon as possible to meet DNV regulations and to decrease the current patient and staff impact resulting from utilizing loud fall alert devices to call for assistance. A motion was made: To approve the request to authorize purchase of the Med Surg/CCU Acute Care Devices, at a total cost of \$36,004.11. On a roll call vote the

motion passed. A motion was also made: To approve the request to authorize purchase of a Med Surg Nurse Call System, at a not to exceed total cost of \$66,000.00. On a roll call vote the **motion passed**.

Melissa Braddock presented a capital expenditure request for Surgical Stryker Equipment. This router would allow for integration of 4K and HD in the OR, eliminating multiple systems, and providing video streaming within the OR to support up to five modalities. A motion was made: To approve the request to authorize purchase of the Surgical Stryker Equipment, at a not to exceed cost of \$56,768.19. On a roll call vote the **motion passed**

Consent Agenda

Chair DeSmith referred to the following consent agenda:

- Special Board Meeting minutes of March 7, 2022
- Governance/Nominating Committee Meeting minutes of March 7, 2022
- Governance/Nominating Committee Meeting minutes of February 21, 2022
- Foundation Board Meeting minutes of March 1, 2022
- Compliance Committee Meeting minutes of March 1, 2022
- Board Meeting minutes of February 15, 2022 – with minor correction
- Closed Session minutes of February 15, 2022
- Home Health Professional Advisory Meeting minutes of February 9, 2022
- Operations Review

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

Old Business

Fiscal Services Report

Jodie referred to the February fiscal services report in the board packet. The February financials recorded a decrease in net assets totaling \$79,241 with a 9-month year-to-date gain of \$3,140,393. Total operating revenue was \$4,154,640 versus a budget of \$4,221,196 with a decrease in inpatient, outpatient, and clinic revenues for the month of February. Jodie also discussed the balance sheet reserves, Provider relief funding and Medicare cost report reserves, and discussion ensued.

An analysis was done to understand the source or cause of checks issued as patient refunds. Of the sample analyzed, 66% were refunds issued to accommodate the correct payment posting to four different billing systems currently utilized.

Committee Business

Julie Atwell updated the Board on recent meetings of the Governance/Nominating Committee. The committee has selected two potential candidates and hopes to approach and formalize the offer to one within the upcoming weeks. The candidate will be presented at the April Board meeting for approval.

The Committee also reviewed the current bylaws and will be proposing a small wording revision at the April meeting.

Administrative Reports

QHR Report

Chip discussed the upcoming Board Retreat, April 12 and 13th and the goal of further strategic planning at the gathering. He informed the Board that April will tentatively include the AHRQ Culture of Safety Survey, to be followed up in May with an onsite visit. QHR is also beginning to work on a proposal with Rebecca Hutchinson, Mark and Jodie for the Compliance aspect and a summer on-site visit will follow.

Lindsay Harmon of QHR reviewed the Board Self-Assessment and highlighted areas the board currently has higher performance in, such as quality, executive and financial oversight as well as Board structure. Areas the Board wishes to develop were also discussed. A more in-depth dialogue regarding the Board Self-Assessment and strategic planning will occur at the retreat.

CEO Report

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

- Clinic volumes were down in February. However, a 2020 to 2021 comparison of visits showed a CY increase of 6,109 visits from the 54,140 total in 2020.
- The hospital enjoyed it's first week in over a year without a COVID positive employee last week.

Human Resources

Hazel Butter updated the board on two recent issues:

- A 2021 Human Resources Competency Report was included in the packet and will be discussed at a later date if the Board has any questions.
- Hazel shared the Shining Star recipient with the Board. Katie Sowder, NP of Clinics, was recognized for April 2022.

Rehab & Long-Term Care Report

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

- Outpatient Rehab volumes are strong so far in March, with patient cancellations decreasing.
- Staffing in Rehab is improving with two recent hires.
- The pool liner has been replaced and there is an open house planned during the summer months.
- Long Term Care census is strong at 37.
- Long Term Care celebrated 10 years of a 5 Star CMS rating with an open house last week.

Patient Care and Provider Services

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

- She continues to work on recruitment, retention, and resiliency. Her We March Together initiative is currently running, and she continues to utilize St. Ambrose and Blackhawk as resources for recruitment.
- Danielle is going to be adding a new focus to her endeavors, which will be the ability to use our values to embrace change as a way to success.

Clinic Services: Colton Anderson shared the following updates:

- The remodeling process is continuing at Orion with painting starting as soon as supply

issues can be addressed.

- Colton included the Provider Panel for the Board, which reflects patients assigned to providers within the Clinics. A 9% increase is noted since March 2021. Colton will be including this Panel information quarterly for Board review.
- Yazmin had a surprise VFC (Vaccines for Children) survey in Geneseo with no compliance issues found.

Outpatient and Ancillary Services: Wyatt Brieser shared the following:

- The Laboratory project is progressing with a one phase project that should take approximately four months and come within the target budget. The reduced timeframe and expense are the result of utilizing the NW Clinic space temporarily for lab services while the renovation is occurring. As an additional benefit, this will result in some necessary, value-added updates being made the NW Clinic space, such as emergency power.
- The transition to Omnicell is going well and February and March Retail Pharmacy Revenues will be presented to the Board after a line audit is completed

Board Action

Approval of February Bills

Chair DeSmith referred to the bills. The total bills for the month of February are \$3,237,914.13. A **motion** was made and seconded: To approve payment of the bills for the month of February in the amount of \$3,237,914.13. On a roll call vote the **motion passed.**

Approval of Foundation Trustee Replacement

Chair DeSmith referred to the information in the Board packet for the appointment of Katie Sowder, NP to fill the Foundation trustee position soon to be vacated. She asked for a formal motion. A **motion** was made and seconded: To approve Katie Sowder, NP to a Foundation Trustee position. On a roll call vote, the **motion passed.**

Recess to Closed Session

A **motion** was made and seconded: To recess to closed session at 7:58 p.m. to discuss the credentialing of physicians and other healthcare professionals as well as 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 9:01 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 March 31, 2022. **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