



IT Governance Meeting
March 19, 2024
Hospital Conference Room

The IT Governance meeting began at 5:01 p.m. in the hospital conference room. Committee members present were Directors Kim Gehling and Brett Decker, Heather Henry, IT Manager, Duane Olson (remote) and Jodie Criswell, CFO. Also in attendance were Director Doug Ford, Dave Smith, CEO and Diane Biellier, Director, Admin Ops. Diane Bogart, Joe Dungo and Arvine Rao of RSM attended remotely along with Ryan Netstrick of Ovation.

Overview of progress to date

Jodie Criswell provided an update to the Board. The software selection approach, objectives and vendor screening were reviewed. Finally, a comparison summary of the Total Cost of Ownership over 5 years was presented, including information on our current IT spend.

Discussion ensued regarding information provided to the committee, with clarification given as needed.

Next steps

Demonstrations are scheduled for Meditech and Epic next week. Each EMR will be presented over two days, with as many providers as possible encouraged to attend. Feedback will be obtained and provided to the IT Governance Committee at a follow up meeting. This meeting will be held with the goal of providing a recommendation to the full Board at the April meeting.

Adjournment

The meeting was closed at 5:20 pm.

Respectfully Submitted by,

Diane Biellier
Director of Administrative Operations



Finance Committee

March 19, 2024

Hospital Conference Room

Call to Order

The Finance Committee meeting was called to order by Kim Gehling at 5:30 p.m. in the hospital conference room. Committee members present were Kim Gehling, Kathleen Repass, Julie Atwell, Doug Ford, Nancy Lang (remote), Brett Decker, and Jeff Belvel. The following Board members were also present: Dr. Thomas Rizzo and Mike Zerull. Also in attendance were Dave Smith, CEO; Jodie Criswell, CFO; Heather Charlet, CNO; Hazel Butter, VP of Human Resources; Wyatt Brieser, VP of Operations and Diane Biellier, Director, Administrative Ops. Ryan Nestrack of Ovation Healthcare attended remotely and Imaging Manager Justin Frank presented.

Capital Requests – Imaging

Justin Frank presented three capital requests to the Board and addressed all questions pertaining to them. All three items had been budgeted with some increase in pricing due to updated proposals:

Uarm Digital Radiography unit to be used for x-ray exams. The proposed kit includes features not available on other Uarm units. The proposal included stitching capabilities for long bones and DDR for dynamic imaging. Total amount requested in this proposal was \$186,750.00.

Pulmonary Function Testing equipment, including a new box. The current equipment will be end of life in 2025 and the smaller box makes it difficult for some patients to sit comfortably. The new unit will include a larger box, and a telescoping mouthpiece for patients that cannot enter the PFT box. Total amount requested: \$57,126.00.

Fluoroscopy machine with full radiographic room. This new equipment would include a table that lowers for easier patient transfers and a wider deck allowing for patients with wider wheelchairs to be positioned for imaging. Total amount requested: \$599,647.80.

The Finance Committee took all capital requests to full Board for voting.

February Financials –

Hammond-Henry Hospital recorded a loss of \$607,127 for the month ended February 29, 2024. The budget was a gain of \$186,758. The year-to-date gain was \$2,972,469. This was \$1,151,558 above budget thru the nine months of the fiscal year. Month to date inpatient and outpatient gross revenues were above budget, with Clinic revenues below budget. Total deductions were higher than anticipated with the actual allowance write-off at 62.6% of gross charges versus a budget of 61.4%. Other operating revenue was \$28,383 above budget as 340B revenues continue to exceed budgeted projections. February expenses were totaled \$4,520,882 and exceeded budget by \$314,005. Non-operating revenue (expense) was below budget due to an unrealized loss on investments.

Jodie also updated the Finance Committee on the recent Change Healthcare Data Breach, which caused Change Healthcare to shut down and impacted claim processing for many hospitals and insurances. There were approximately \$900,000 in unbilled claims at the time of the meeting.

Adjournment

A motion was made: To close the finance committee meeting at 6:01 p.m. With a second, the **motion passed**.

Respectfully Submitted by,

Diane Biellier
Manager, Administrative Operations



**Board of Directors' Meeting of
Tuesday, March 19, 2024**

Call to Order

Board Chair Doug Ford called the meeting to order at 6:01 pm at the Hammond-Henry Hospital conference room. Board members present were Doug Ford, Brett Decker, Mike Zerull, Nancy Lang (remote), Julie Atwell, Kim Gehling, Dr. Thomas Rizzo, Jeff Belvel and Kathleen Repass. Also in attendance were Dave Smith, CEO; Jodie Criswell, CFO; Heather Charlet, CNO; Hazel Butter, VP of Human Resources; Colton Anderson, Clinics Director (remote); Wyatt Brieser, VP of Operations, and Diane Biellier, Director of Admin. Ops. Dr. Satkauskas was present and represented the Medical Staff. Ryan Nestrack and Chip Holmes of Ovation attended remotely.

Public Comment:

None

Consent Agenda

Chair Ford referred to the following consent agenda:

Foundation Board Meeting minutes from March 5, 2024

Executive Committee Meeting minutes from February 27, 2024

Governance/Nominating Committee meeting minutes from January 30, 2024

Board Meeting minutes from February 15, 2024

Closed Session minutes from February 15, 2024 Board Meeting

IT Governance Committee meeting minutes from February 15, 2024

Finance Committee meeting minutes from February 15, 2024

Operations Review

Auxiliary Quarterly Report and 2023 Auxiliary Annual Report -Ellen Scranton, Auxiliary Rep.

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

Medical Staff Update

Dr. Satkauskas addressed the Board, updating them on the recent MEC meeting, including the plan to approve the updated Med Staff Rules and Regulations for Board's review and approval. The goal is for the Med Staff to review them at the May meeting.

Dr. Satkauskas is also working on temporary Med Staff committee assignment updates due to recent staffing changes. The Med Staff committees and MEC change with the hospital fiscal year, with the temporary changes in place through the end of May.

Committee Business

Finance Committee

Kim Gehling provided an overview of the Finance Committee meeting and the capital requests presented by Justin Frank, Imaging Manager, were brought to the full Board for vote:

A **motion** was made and seconded to approve the capital request of \$186,750.00 for the floor mounted Uarm x-ray unit. On a roll call vote, the **motion passed.**

A **motion** was made and seconded to approve the capital request of \$57,126.00 for the Pulmonary Function Testing (PFT). On a roll call vote, the **motion passed.**

A **motion** was made and seconded to approve the capital request of \$599,647.80 for the Fluoroscopy machine with full radiographic room. On a roll call vote, the **motion passed.**

Governance and Nominating Committee

Nancy Lang shared a draft letter to go to the Henry County Board, submitting our two new Board nominees for county approval. A **motion** was made and seconded: To approve the nominees. The **motion passed.**

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:

- The Administration team discussed the recent phase 1 compensation adjustment that was rolled out and the employees' response to it.
- Heather Charlet shared with the Board that Stark County ambulance has opted to cancel their agreement with Hammond-Henry. A new contract with Genesis ambulance is currently being finalized.
- Colton provided an update on Dr. Avila, a family practice physician considering coming to Hammond-Henry. It appears Dr. Avila is planning on making a decision soon.
- Recent happenings at KSB in Dixon were discussed as well as the providers currently employed there.
- Ovation Healthcare thanked those that attended the conference in Austin.

Board Action

Approval of February Bills

Chair Ford referred to the bills. The total bills for the month of February are \$2,905,472.46. A **motion** was made and seconded: To approve payment of the bills for the month of February in the amount of \$2,905,472.46. On a roll call vote the **motion passed.**

Discussion of Port Byron Clinic Location.

A **motion** was made and seconded: To discuss a possible new office location for the Port Byron Clinic. The **motion passed.** Wyatt Brieser presented information regarding the current leased space utilized for the Port Byron clinic and the challenges associated with it. The current space is limited to two exam rooms and privacy is a concern. There are also plumbing and parking issues impacting patient services. Wyatt presented a new location with a lease option. This new space is RHC eligible, has six exam rooms, room for x-ray and will provide ample opportunity for growth. A **motion** was made and seconded: To approve the lease of this property with up to \$100,000.00 in improvements. On a roll call vote the **motion passed.**

Recess to Closed Session

A **motion** was made and seconded to recess to closed session at 6:54 p.m. to 1) discuss 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 2) 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 7:46 p.m. The **motion passed.**

A **motion** was made and seconded: To approve the medical staff appointments and reappointment that was discussed in closed session. All appointments/ reappointments will be effective March 31, 2024. **The motion passed.**

A **motion** was made and seconded: To approve the addition of a Neurology service line and recruitment of a Neurologist at the compensation discussed. On a roll call vote the **motion passed unanimously.**

A **motion** was made and seconded: To approve to the recruitment and possible hire of an Orthopedist with the compensation package discussed. On a roll call vote the **motion passed with eight ayes and one nay.**

Adjournment

A **motion** was made and seconded: To adjourn the meeting at 7:48 p.m. The **motion passed.**

Respectfully submitted by,
Diane Biellier, Director, Administrative Operations