

MEETING MINUTES RECORD

Meeting: Board of Directors – Virtual Meeting during COVID-19 Pandemic

Date: June 23, 2022

Location: Virtual Meeting

Start time: 5:03 pm

Adjourn time: 7:00 pm

Board Members:

- Fred Rogers, Board Chair
- Sarah Carlsen, Vice-Chair
- Rick Estenson
- Michael Hemesath
- CC Linstroth
- Charlie Mandile
- Robert Morrison
- Rhonda Pownell
- Jami Reister

Staff:

- Steve Underdahl, CEO
- Jerry Ehn, COO (joined later)
- Jeff Meland, MD., CMO
- Monty Seper
- Scott Edin, CFO
- Tammy Hayes, CNE
- Betsy Spethman, Director of Community Relations
- Kelly Velander (Recorder)
- Vern Lougheed

Others:

- Ben Martig, City Administrator
- Teresa Knoedler, Legal Counsel

Guests:

Sandy Mulford, Keri Rateliff, David Emery

Issue/Problem	Discussion/Conclusions	Action	Follow-up/Resolution
<ul style="list-style-type: none"> • Call to Order and Approval of the Agenda 	<p>The board meeting was called to order by Fred Rogers at 5:03 p.m.</p> <p>It was determined that it is was not feasible for members of the board of directors to be physically present at the board meeting due to the COVID-19 pandemic. The virtual meeting was held via WebEx.</p> <p>Items on the consent agenda (available on the portal):</p> <ul style="list-style-type: none"> • Meeting minutes (approve) <ul style="list-style-type: none"> ✓ Board Meeting- (5/26/22) • Meeting minutes (accepted) <ul style="list-style-type: none"> ✓ Community Relations Committee (5/24/22) • Meeting minutes (accepted) <ul style="list-style-type: none"> ✓ Budget & Finance Committee (6/6/22) 	<p>A motion was made by CC Linstroth and seconded by Robert Morrison to approve the regular and consent agendas as presented. Motion carried.</p>	<p>Closed.</p>
<ul style="list-style-type: none"> • Reports 			

Issue/Problem	Discussion/Conclusions	Action	Follow-up/Resolution																																																															
1. Hospital Chief of Staff Report		No updates provided.	Closed																																																															
<ul style="list-style-type: none"> Approval of Applications for Medical Staff Membership/Privileges 	<p>The medical staff applications from the Credentials Committee were presented for approval.</p> <p><u>Appointments</u></p> <table border="1" data-bbox="378 367 883 621"> <thead> <tr> <th>Practitioner #</th> <th>Category</th> <th>Privilege</th> </tr> </thead> <tbody> <tr><td>4150</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>4151</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>4152</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>4153</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>4147</td><td>Telemedicine</td><td>eHospitalist</td></tr> <tr><td>4149</td><td>Telemedicine</td><td>Teleradiology</td></tr> </tbody> </table> <p><u>Provisional Status</u></p> <table border="1" data-bbox="378 711 878 798"> <thead> <tr> <th>Practitioner #</th> <th>Category</th> <th>Privilege</th> </tr> </thead> <tbody> <tr><td>4079</td><td>Telemedicine</td><td>Teleradiology</td></tr> </tbody> </table> <p><u>Reappointments</u></p> <table border="1" data-bbox="378 900 888 1587"> <thead> <tr> <th>Practitioner #</th> <th>Category</th> <th>Privilege</th> </tr> </thead> <tbody> <tr><td>3861</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>4041</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>3953</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>3951</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>3858</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>4039</td><td>AH:I</td><td>Behavioral Health</td></tr> <tr><td>4036</td><td>Telemedicine</td><td>Teleradiology</td></tr> <tr><td>4040</td><td>AH:I</td><td>Behavioral Health</td></tr> <tr><td>4038</td><td>AH:I</td><td>Behavioral Health</td></tr> <tr><td>3961</td><td>AH:I</td><td>Behavioral Health</td></tr> <tr><td>3865</td><td>Affiliate</td><td>Pathology</td></tr> </tbody> </table> <p>Steve Underdahl took a moment to thank Dr. Monty Seper for his work being a champion of the new EHR and for his time and effort helping the medical staff with these new processes.</p>	Practitioner #	Category	Privilege	4150	Telemedicine	Teleradiology	4151	Telemedicine	Teleradiology	4152	Telemedicine	Teleradiology	4153	Telemedicine	Teleradiology	4147	Telemedicine	eHospitalist	4149	Telemedicine	Teleradiology	Practitioner #	Category	Privilege	4079	Telemedicine	Teleradiology	Practitioner #	Category	Privilege	3861	Telemedicine	Teleradiology	4041	Telemedicine	Teleradiology	3953	Telemedicine	Teleradiology	3951	Telemedicine	Teleradiology	3858	Telemedicine	Teleradiology	4039	AH:I	Behavioral Health	4036	Telemedicine	Teleradiology	4040	AH:I	Behavioral Health	4038	AH:I	Behavioral Health	3961	AH:I	Behavioral Health	3865	Affiliate	Pathology	<p>A motion was made by CC Linstroth and seconded by Jami Reister to accept the recommendations from the Medical Executive Committee as presented. Motion carried.</p>	<p>Closed</p>
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Issue/Problem	Discussion/Conclusions	Action	Follow-up/Resolution
<ul style="list-style-type: none"> CEO Report 	<p>Steve Underdahl, CEO, reported on the following:</p> <p><u>COVID-19 Update:</u></p> <ul style="list-style-type: none"> Children under 6 are now eligible for the COVID vaccine. NH+C will have these vaccines available in the near future. <p><u>Strategic update:</u></p> <ul style="list-style-type: none"> Steve Underdahl provided a 2022 deliverables progress report for the 11 initiatives for NH+C. <p>These initiatives include (1) A path out of the pandemic, (2) Northfield Urgent Care program, (3) Enterprise-wide digital service plan, (4) Make NH+C easy to choose and easy to use, (5) Implementation of new EHR (electronic health records), (6) Scope of care and hospital acuity review, (7) Review of strategic partnerships, (8) Assess future workforce plan, (9) Update the NH+C vision, (10) Social determinants of health review, and (11) Mature the Diversity, equity and inclusion efforts.</p> <p><u>Operations update:</u></p> <ul style="list-style-type: none"> NH+C experienced an unplanned power outage on June 20th that also resulted in a generator failure. A back up generator is in place while repairs begin on the generator. Financial pressures continue. NH+C is developing a spectrum of response plans for the short-term and long-term. <p><u>Policy</u></p> <ul style="list-style-type: none"> The essential worker pay program was passed and the application process is currently open for NH+C employees. 	Information only.	Closed.
<ul style="list-style-type: none"> Financial Report 	<p>Scott Edin, CFO presented the May financial report.</p> <p><u>May Key Drivers</u></p> <ul style="list-style-type: none"> Inpatient Admits were 27% over forecast Emergency Dept visits were 11% over forecast Surgery procedures were 7% under forecast <p><u>Financial Outcomes</u></p> <ul style="list-style-type: none"> Gross Revenues were \$788K over forecast Deductions were \$766K over forecast Bad Debt was \$141K over forecast Net Revenues were \$119K under forecast 	Information only.	Closed.

Issue/Problem	Discussion/Conclusions	Action	Follow-up/Resolution
	<ul style="list-style-type: none"> Operating expenses were \$24k over forecast Resulting in a Net Operating Loss of \$623K 		
<ul style="list-style-type: none"> Quality Committee Verbal Report 	<p>Sarah Carlsen shared the following highlights from the Quality Committee meeting in June.</p> <ul style="list-style-type: none"> The patient advisory committee will now have a new, younger member from the community. The committee reviewed an update on the PI/Quality project that involves improving care in patients with pregnancy related hypertension. Overall, the first quarter scores have seen great results. 	Information only.	Closed.
<ul style="list-style-type: none"> Roundtable, Announcements and Questions 	<ul style="list-style-type: none"> Fred Rogers acknowledged Charlie Mandile for receiving a great award at the Carleton alumni meeting recently. 	Information only.	Closed.
<ul style="list-style-type: none"> Adjourn 	The meeting was adjourned at 7:00 p.m.	Motion made by Robert Morrison and seconded by Sarah Carlsen to adjourn meeting. Motion carried.	Closed.