

# Meeting Minutes Record

## Meeting: Board of Directors – Hybrid: In-Person/Virtual Meeting

**Date:** February 22, 2024

**Location:** Virtual Meeting

**Start Time:** 5:06 pm

**End Time:** 6:45 pm

**Board Members Present:** Sarah Carlsen- Board Chair (virtual), Michael Hemesath- Vice-Chair, Rick Estenson (virtual), Katie Lane, Robert Morrison (observer only), Crystal Mulvihill, Rhonda Pownell, Jami Reister, Fred Rogers (virtual)

**Staff Present:** Steve Underdahl- CEO, Jeff Meland- CMO, Monty Seper, Eric Guth- Interim CFO, Betsy Spethman- Director of Community Relations, Kelly Velandar (Recorder), Vern Lougheed- ITS

**Others Present:** Teresa Knoedler- Legal Counsel (virtual)

**Guests:** Anne Larson, Charvez Freeman, Yanee Acklin

**Staff Absent:** Jerry Ehn- COO, Ben Flannery- MD, Tammy Hayes- CNE

**Others Absent:** Ben Martig- City Administrator

### Call to Order and Approval of the Agenda

Due to unfortunate circumstances, board chair Sarah Carlsen joined the meeting virtually and per statute that requires prior notice and address location for reasons needing to attend virtually, she will be participating in this meeting as an observer.

The board meeting was called to order by vice chair Michael Hemesath at 5:06 p.m.

Meetings will now take place in hybrid format. Board members that joined virtually were: Fred Rogers.

The locations of board members attending by electronic means were included in the public notice of the meeting.

Items on the consent agenda (available on the portal):

- Meeting minutes (approve)
  - Board Meeting (1/25/24)
- Meeting minutes (accepted)
  - Budget & Finance Committee/To include acceptance of community donations (1/23/24)

**Action: Motion was made by Jami Reister and seconded by Katie Lane to approve the agenda and consent agenda as presented. With board members participating virtually, a roll call was performed. Motion carried.**

**Follow-up/Resolution: Closed.**

## **Reports**

### **Hospital Chief of Staff Report**

**Action: No updates provided.**

**Follow-up/Resolution: Closed.**

### **Approval of Applications for Medical Staff Membership/Privileges**

The medical staff applications from the Credentials Committee were presented for approval by Dr. Meland in the absence of Dr. Flannery.

#### **Appointments:**

- 4284: Telemedicine, eHospitalist

#### **Reappointments:**

- 4030: AH:I, Behavioral Health
- 4134: AH:I, Nurse Practitioner
- 4031: AH:I, Optometry
- 7102: Active, EM/ FM
- 4028: AH:D, Pathology
- 3929: AH:I, Behavioral Health
- 3837: AH:I, Behavioral Health

#### **Medical Staff Category Change:**

- 3706: From Affiliate to Telemedicine, Teleradiology

**Action: A motion was made by Crystal Lane and seconded by Rick Estenson to approve the medical staff files as presented. With board members participating virtually, a roll call was performed. Motion carried.**

**Follow-up/Resolution: Closed.**

## **Presentations/Discussions/Action Items**

### **Capital Request: Water Heater**

Two waters heaters that were original with the hospital in 2003 are needing to be replaced.

Eric Guth, CFO shared that expenses involved with the purchase of the 2 water heater units would not exceed \$500,000.

**Action: A motion was made by Katie Lane and seconded by Rhonda Pownell to approve the purchase of two replacement water heaters to not exceed the budgeted \$500,000 as presented. With board members participating virtually, a roll call was performed. Motion carried.**

**Follow-up/Resolution: Closed.**

## **Executive and Committee Reports**

### **CEO Report**

Steve Underdahl, CEO, reported on the following:

#### **Strategic Update:**

- Finances are \$1M better than the net operating income from last January. This is a good start of the year.
- Expanding NH+C birth services were featured on KSTP news recently.

#### **Operations Update:**

- NH+C is participating in phase one of the CIBOLO health value network process. More to come next month.
- We have experience a cyber attack that has affected our imaging partnership. We are working tirelessly with our team to find alternative solutions while more permanent solutions are put in place.
- Medicare Advantage programs are having an insidious impact on our bottom line.
- Our cancer center has achieved COC accreditation. This is a high honor that has taken lots of dedicated work from teams at NH+C. Congratulations to our Director, Jodi Wiczorek and Dr. Leenstra for leading this work!

#### **Policy Update:**

- Such tragic news recently about the passing of paramedics and police officers. Growing concern about the safety of medical and emergency providers.
- Steve has participated in MHA videos regarding workforce and Medicare Advantage plans.
- Steve will attend the annual AHA Capital Hill visit in Washington D.C. in April.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## Financial Report

Eric Guth, CFO, presented the November financial report.

### December Key Drivers:

- Inpatient Admits were 13% over budget.
- Emergency Dept visits were 6% over budget.
- Surgery procedures were 4% under budget.

### Financial Outcomes:

- Gross Operating Revenues were \$157K over budget.
- Deductions were \$480K over budget.
- Bad Debt was \$20K under budget.
- Net Revenues were \$303K under budget.
- Operating expenses were \$293K under budget.
- Net operating loss was \$58K vs. a budget loss of \$54K.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## Community Relations Committee verbal report

Robert Morrison provided a recap of the most recent Community Relations Committee.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## Roundtable, Announcements and Questions

No comments made.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## Adjourn

The meeting was adjourned at 6:45 pm.

**Action: A motion was made by Katie Lane and seconded by Robert Morrison to adjourn the open meeting session. A roll call vote was performed. Motion carried.**

**Follow-up/Resolution: Closed.**