

Meeting Minutes Record

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

Date: September 26, 2024

Location: Virtual Meeting

Start Time: 5:10 pm

End Time: 8:34 pm

Board Members Present: Sarah Carlsen- Board Chair, Michael Hemesath- Vice-Chair, Katie Lane, Robert Morrison, Rhonda Pownell, Jami Reister, Fred Rogers

Staff Present: Steve Underdahl- CEO, Tammy Hayes- COO, Jeff Meland- CMO, Ben Flannery- MD, Eric Guth- CFO, Lisa Bauer- CNE, Betsy Spethman- Director of Community Relations, Kelly Velandar (Recorder)

Others Present: Teresa Knoedler- Legal Counsel (virtual)

Guests: Student, Julie Nikolai Sullivan-Marketing

Board Members Absent: Rick Estenson, Crystal Mulvihill

Staff Absent: Vern Lougheed- ITS

Others Absent: Ben Martig- City Administrator

Call to Order and Approval of the Agenda

The board meeting was called to order by Sarah Carlsen at 5:10 p.m.

Meetings will now take place in hybrid format. Board members that joined virtually were: None

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 (approved)
 - Board Meeting (August 22, 2024)
- Meeting minutes (accepted)
 - Community Relations Committee (August 20, 2024)
- Policies/Forms/Other (accepted)
 - Quality Improvement Policy and Program

Action: Motion was made by Katie Lane and seconded by Jami Reister to approve the agenda and consent agenda as presented. With no board members participating virtually, a roll call was not performed. Motion carried.

Follow-up/Resolution: Closed.

Reports

Hospital Chief of Staff Report

No updates provided.

Action: No action taken.

Follow-up/Resolution: Closed.

Approval of Applications for Medical Staff Membership/Privileges

The medical staff applications from the Credentials Committee were presented for approval.

Appointments:

- 4311: AH:D, Pathology PA-C
- 4312: AH:I, Teleradiology (CRL)

Reappointments:

- 4148: Affiliate, Cardiology
- 3966: Telemedicine, Teleradiology
- 3965: Telemedicine, Teleradiology
- 7402: Active, Emergency Medicine
- 4234: Telemedicine, Teleradiology
- 7338: Active, Family Medicine
- 3735: Telemedicine, Teleradiology
- 3881: AH:I, Anesthesia
- 3698: Active, Family Medicine
- 3967: Telemedicine, Teleradiology

Action: A motion was made by Fred Rogers and seconded by Michael Hemesath to approve the medical staff files as presented. Motion carried.

Follow-up/Resolution: Closed.

Presentations/Discussions/Action Items

Nursing Update

Lisa Bauer provide her quarterly nursing update.

- Received designation as a acute stroke ready hospital. This is done every 3 years.
- NH+C collaborates with Allina Tele-Stroke program.
- NH+C is also designated as a level 4 trauma center. This redesignation is also done every 3 years.
- Our Cancer Center survivorship event went very well last month.

Communication/Marketing Update

Julie Nikolai Sullivan, Director of Marketing, and Betsy Spethmann, Director of Communication, provided an update highlighting current ways we are engaging with the populations we serve.

Action: Information only.

Follow-up/Resolution: Closed.

Proposed Sale of the Old EMS Building

Eric Guth, CFO, provided information regarding the proposed purchase of the former EMS house by the City of Northfield.

Eric made the recommendation to the board to accept the purchase offer of \$325,000 and request that the Northfield City Council pass a resolution allowing the sale of the 2nd street house to the City of Northfield.

Action: A motion was made by Fred Rogers and seconded by Katie Lane to approve the recommendation to accept the purchase offer by the city of \$325,000 as presented. Motion carried.

Follow-up/Resolution: Eric Guth will present at the upcoming City Council meeting. Closed.

Creative Workforce Solutions

Tammy Hayes, COO shared the most recent success of implementing processes performed by a clinical extender intern that aided in the assessment of processes and functions that a showcased how a role like this can help extend the range of our clinical care teams.

Having someone in the role will help with chronic workforce shortages, aide in filling the gap of the clinical workforce so they can work to the top of their license, assist in training up functions safely and allow short-term resources that can be impactful.

Tammy is working with HR to have this role move from pilot to program in the very near future.

Action: Information only.

Follow-up/Resolution: Closed.

Executive and Committee Reports

CEO Report

Steve Underdahl, CEO, reported on the following:

Strategic Update:

- Mental health tele-med services will now be contracted with Avel comes November.
- The Avel tele-health hospitalist group merged with previous group Horizon.
- Allina tele-health service will be providing services in November.
- NH+C continues to be thankful for the strategic partnerships we have that help extend our care and services to those in our communities.

Operations Update:

- Still experiencing softer volumes.

Policy Update:

- Little happening from a policy perspective.

Action: Information only.

Follow-up/Resolution: Closed.

Financial Report

Eric Guth, CFO, presented the August financial report.

August Key Drivers:

- Births were on budget.
- Surgery cases were on budget.
- Cancer Care and Infusions were 14% under budget.
- ED visits were 2% over budget.

Financial Outcomes:

- Gross Operating Revenues were \$2.3M under budget.
- Deductions were \$1.1M favorable to budget.
- Bad Debt was \$168K favorable to budget.
- Net Revenues were \$1.1M under budget.
- Operating expenses were \$56K under budget.
- Net operating loss was \$618K vs. a budgeted income of \$391K. (\$1.0M unfavorable vs budget)

Action: Information only.

Follow-up/Resolution: Closed.

Quality Committee Verbal Report

Sarah Carlsen provided a brief update from the recent Quality Committee meeting.

Action: Information only.

Follow-up/Resolution: Closed.

Roundtable, Announcements and Questions

No announcements shared.

Action: Information only.

Follow-up/Resolution: Closed.

Closed Session

A brief break was taken prior to the start of the Closed session, everyone was excused from the meeting except board members.

- At 7:43 pm the board went into Closed Session of the NH+C Board pursuant to Minn. Stat. 144.581, subd.5

Marketing: To discuss marketing activity related to the hospitals competitive position with other health care providers that offer similar services.

Action: A motion was made by Michael Hemesath and Robert Morrison to move into Closed Session. Motion carried.

Follow-up/Resolution: Closed.

Adjourn

The meeting was adjourned at 8:34 pm.

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

Follow-up/Resolution: Closed.

