

MEETING MINUTES RECORD

Meeting: Board of Directors

Date: August 29, 2019 Location: Conference Center Start time: 6:30 pm Adjourn time: 8:30 pm

Members present: Steve O'Neill, Lynn Clayton, Charlie Mandile, Fred Rogers, CC Linstroth. Jessica Peterson White

Members excused: Bob Shepley, MD, Sarah Carlsen, Pete Sandberg

Members absent:

Staff Present: Steve Underdahl, Jerry Ehn, Scott Edin, Laura Peterson, Betsy Spethmann, Tammy Hayes, Bobbi Jenkins (recorder)

Others present: David Emery (LWV),

| Issue/Problem | Discussion/Conclusions | Action | Follow-up/Resolution | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|--|----------------------|----------|------|-----------------|-----------|------|-------------------|------|------|---------|-----------|------|-------------------|------|------|-------------------|------|--------|-----------|----------|------|-----------------|--------|---|---------|
| 1. Call to Order and Approval of the Agenda | <p>The meeting was called to order by Steve O'Neill at 6:30 pm. There will be a Closed Session at the end of the regular session this evening.</p> <p>Items from the consent agenda were included on the portal:</p> <ul style="list-style-type: none"> • Meeting minutes (approved) <ul style="list-style-type: none"> ○ 07/25/19 Board Meeting • Meeting minutes (accepted) <ul style="list-style-type: none"> ○ 07/18/19 Budget & Finance Committee ○ 07/23/19 Governance & Planning Committee • Revision to the Medical Staff Bylaws | A motion was made by CC Linstroth and seconded by Jessica Peterson White to approve the agenda as presented. Motion carried. | Closed. | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. Reports | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| • Hospital Chief of Staff Report | No report from the MEC. | Information only. | Closed. | | | | | | | | | | | | | | | | | | | | | | | | |
| ✓ Motion to Approve Applications for Medical Staff Membership/Privileges | <p>Dr. Jeff Meland presented the applications for membership and privileges (copies included on the portal):</p> <p><u>Appointments:</u></p> <table border="1" data-bbox="386 1367 930 1772"> <thead> <tr> <th>Prac #</th> <th>Privilege</th> <th>Category</th> </tr> </thead> <tbody> <tr> <td>4001</td> <td>General Surgery</td> <td>Affiliate</td> </tr> <tr> <td>3993</td> <td>Behavioral Health</td> <td>AH:I</td> </tr> <tr> <td>4006</td> <td>Urology</td> <td>Affiliate</td> </tr> <tr> <td>3872</td> <td>Behavioral Health</td> <td>AH:I</td> </tr> <tr> <td>3995</td> <td>Behavioral Health</td> <td>AH:I</td> </tr> </tbody> </table> <p><u>Reappointments</u></p> <table border="1" data-bbox="386 1814 930 1940"> <thead> <tr> <th>Prac #</th> <th>Privilege</th> <th>Category</th> </tr> </thead> <tbody> <tr> <td>3470</td> <td>Family Medicine</td> <td>Active</td> </tr> </tbody> </table> | Prac # | Privilege | Category | 4001 | General Surgery | Affiliate | 3993 | Behavioral Health | AH:I | 4006 | Urology | Affiliate | 3872 | Behavioral Health | AH:I | 3995 | Behavioral Health | AH:I | Prac # | Privilege | Category | 3470 | Family Medicine | Active | A motion was made by Lynn Clayton and seconded by Fred Rogers to accept the recommendations from the Medical Executive Committee. Motion carried. | Closed. |
| Prac # | Privilege | Category | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4001 | General Surgery | Affiliate | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3993 | Behavioral Health | AH:I | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4006 | Urology | Affiliate | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3872 | Behavioral Health | AH:I | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3995 | Behavioral Health | AH:I | | | | | | | | | | | | | | | | | | | | | | | | | |
| Prac # | Privilege | Category | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3470 | Family Medicine | Active | | | | | | | | | | | | | | | | | | | | | | | | | |

| Issue/Problem | Discussion/Conclusions | | | Action | Follow-up/Resolution |
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| | 3753 | Orthopedic Surgery | Active | | |
| | 7096 | Dermatology | Affiliate | | |
| | 3789 | OB/GYN | Active | | |
| | 3487 | Family Medicine | Active | | |
| | 3924 | Behavioral Health | AH:I | | |
| | <u>Additional Privileges</u> | | | | |
| | <u>Prac #</u> | <u>Privilege</u> | | | |
| | 3978 | Endoscopy (General Surgery) | | | |
| | There were no issues with any of the medical staff files. | | | | |
| 3. Strategic Discussion | Defer to Closed Session. | | | None. | Closed. |
| 4. Presentations/ Discussion/ Action Items | | | | | |
| <ul style="list-style-type: none"> Home Care & Hospice Annual Quality Update | <p>Tammy Hayes reported the CMS scores for home care and hospice and bereavement on the pillars of performance. These scores are all publicly reported (copy of slides included in packet):</p> <ul style="list-style-type: none"> ✓ Service: Home Care, Hospice and Hospice Bereavement patient satisfaction scores ✓ Care: Home Care process measures and outcome scores, and Hospice quality scores ✓ Cost & Financial: Home Care – Outcome and Assessment Information Set (OASIS) submissions, and Hospice item Set (HIS) submissions. <p>Tammy reviewed processes put into place to improve measures, including helpfulness of individuals on phone calls, training related to the electronic medical record and submitting reports, and improving documentation related to outcome measures.</p> | | | Information only. | Closed. |
| 5. Executive and Committee Reports | | | | | |
| <ul style="list-style-type: none"> CEO Report | <p>Steve Underdahl reported on the following:</p> <p><u>Strategic</u></p> <ul style="list-style-type: none"> Contract vetting continues related to an EHR. Terms such as supply | | | Information only. | Closed. |

| Issue/Problem | Discussion/Conclusions | Action | Follow-up/Resolution |
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| | <p>chain/purchasing group modifications are being evaluated.</p> <ul style="list-style-type: none"> Final bids and contract award process is underway for the Northfield Clinic / OB expansion project. Ground-breaking is scheduled on September 12th at 12:30 pm. Demolition is almost completed for the Faribault clinic renovation. Construction is beginning this week. Patient facing technology plan is in development. Exploring models for friction reduction (getting to yes) leveraging our relatively small size. More information is forthcoming, The Northfield Hospital Foundation Board held their first meeting last week. The current fund balance is \$17,932. Officers were appointed and the IRS paperwork has been completed. HealthFinders held their groundbreaking ceremony this week for their new clinic in Faribault. <p><u>Operations</u></p> <ul style="list-style-type: none"> July was a better month with a favorable payer mix, improved volumes and expense controls. The PERA White Paper version 5.1 is currently being vetted by other municipal providers. Express Care will be providing a baby changing station again this year at the DJJD. This was very popular last year. <p><u>Policy</u></p> <ul style="list-style-type: none"> Steve Underdahl participated in Congresswoman Angie Craig's listening session regarding transportation and rural health care in Red Wing last week. | | |
| <ul style="list-style-type: none"> Financial Report | <p>Scott Edin reported on the July financials:</p> <p><u>July Key Drivers</u></p> <ul style="list-style-type: none"> Surgery cases were 9% over budget Endo procedures were 43% over budget Home Health visits were 9% over budget Cancer Care Infusion Center were 43% over budget Work RVUs were 12% over budget | Information only. | Closed. |

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| | <ul style="list-style-type: none"> Inpatient days were 18% under budget Observation days were 6% below budget <p><u>July 2019 Financial Outcomes</u></p> <ul style="list-style-type: none"> Net operating revenues were \$278K over budget Operating expenses were \$286K under budget Net operating income was \$390K (\$564K over budget) <p>Days cash on hand is 241.</p> <p>Steve Underdahl commented that all over the country, we are seeing people postpone health care until there is a crisis. We are hopeful that it will change in the third and fourth quarters. Dr. Meland noted that we are a unique place and offer a wide variety of services, which in turn means we don't have to send many people to other facilities. This is an area we are working on marketing. Charlie Mandile commended administration for good expense control which we are now seeing the benefit from. There was board discussion about recent information in the media about Blue Cross Blue Shield's increasing requirements for needing permission to receive specialty care services, and their new requirements to have certain procedures done in surgery centers vs hospitals. This is something NH+C is seeing more and more of.</p> | | |
| <ul style="list-style-type: none"> Community Relations Committee Oral Report | <p>CC Linstroth reported on the Community Relations Committee meeting held prior to the Board meeting this evening. The committee met with two representatives from the Northfield Rescue Squad regarding a \$200,000 request from NH+C for a new truck. The committee will be meeting again in advance of their regularly scheduled meeting to discuss and research the request further.</p> | Information only. | Closed. |
| 6. Roundtable, Announcements and Questions | <p>Fred Rogers inquired about board attendance at the 2019 MONOVA Summit conference on October. CC Linstroth and Jerry Ehn shared their experiences after attending the conference for the first time last year. Bobbi Jenkins will assist in finding an agenda for the meeting to help Fred make a decision on attending.</p> | Information only. | Closed. |
| 7. Pending Items | There were no pending items. | None | None. |

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| 8. Closed Session | The board concluded open session business at 7:45 pm. The Closes Session: <i>Strategic Planning (pursuant to Minn. Stat 144.581, subd 5 for the purpose of discussion of marketing activity related to the hospital's competitive position with other health care providers that offer similar goods and services.</i> | A motion was made by Fred Rogers and seconded by CC Linstroth to go into Closed Session. Motion carried. | Closed. |
| 9. Adjourn | The meeting was adjourned at 8:30 pm. | A motion was made by Fred Rogers and seconded by Charlie Mandile to adjourn the meeting. Motion carried. | Closed. |