

WASHINGTON COUNTY HOSPITAL AND CLINICS

Meeting of the Board of Trustees

Thursday, February 29, 2024 – 4:00 p.m.

The Washington County Hospital and Clinics Board of Trustees met in the Robert Nicola Conference room to conduct the monthly Board meeting on Thursday, February 29, 2024 at 4:00 p.m. Board Members present were Ann Williams, Mike Van Osdol, Ed Weeks, Mike Driscoll, David Bruns, and Sue Basten. Also present were Todd Patterson, Shelli Cleverley, Andrea Leyden, Lisa Zavala, and Steve Schomer.

Recorder: Rachelle Sobaski

Press: None

Medical Staff: None

Public: None

Guest: None

WCHC Staff: Kelsey Bayliss, John Woodward, Tiffany Halvorson, Jenny Allen, Paige Chalupa, Brian Bocking, Robert Emry, Greta Clemons, Rebecca Van Durn-Sample, Jacki McKenzie, Angie Atkins-Adams, Bailey Cunningham, Amanda Van Weelden, Chelsy Sellers, and Sarah FitzPatrick.

Bruns called the meeting to order at 4:09 p.m.

REVIEW AGENDA

- None

MINUTES (Bruns)

The January 25, 2024 Board meeting minutes were presented. Minutes were reviewed and approved with a motion made by Basten, seconded by Driscoll. Motion approved 6-0.

BOARD EDUCATION

Building Survey

Ann shared her and David Mitchell toured the old boiler room. Visualized all the new piping in the tunnel. The continued goal is to have the air compressors moved and change the supply of nematic valves. Consuming most of Wills time now that the plant project is over, is planning and preparing for the power cut over done by March 22nd. The new switches will help improve the delay in power. He is also focusing on the upcoming renovation projects, front entrance, McCreedy Medical, board room, and kitchen. New waterline to the building is completed. Options of how to utilize the area are being considered. With the color coordination in the new plant, this helps identify quickly what feeds the hospital. Boilers are tested daily. All three pent houses are being resided to match the plant ops building.

FINANCE

Financial Report (Cleverley)

- Operating Income Statement – Month
 - Patient Service Revenue: \$8.4M
 - Contractuals: \$4.3M
 - Net Patient Service Revenue: \$4M
 - Other Operating Revenue: \$680k
 - Total Operating Revenue: \$4.7M
 - Total Operating Expenses: \$4.7M
 - Loss/Gains from Operations: \$54k
 - Net Income: \$202k
- Operating Income Statement – YTD
 - Patient Service Revenue: \$52M
 - Contractuals: \$27M

- Net Patient Service Revenue: \$24M
- Other Operating Revenue: \$5M
- Total Operating Revenue: \$29M
- Total Operating Expenses: \$32M
- Loss/Gains from Operations: (\$2.8M)
- Net Income: (\$1.3M)
- Revenue Cycle Tracking
 - Rycan Claims Sent
 - \$1M average sent daily
 - Still in Rycan
 - \$1.9M
 - CFB- Coding
 - \$4.8M
 - CFB-Uncoded
 - \$3.6M
 - PRE AR
 - \$350k
- Revenue Cycle Pulse
 - Combined Payments
 - Week of 02/10/2024: \$366k
 - Week of 02/24/2024: \$839K

PATIENT EXPERIENCE

- Inpatient
 - Medication Education- Working on improvement
- Emergency Department
 - Averaging 160 visits per week
 - Providers took time to listen
- Ambulatory Surgery
 - Dr. Maley and Dr. Reasoner is now helping with the OR schedule
 - Working on improving discharge instructions
- Medical Clinic
 - Averaging 1,600 patients weekly
 - Areas of improvement- Answering phones and follow up with test results
- Outpatient Services
 - Staff work together
 - Areas of improvement- scheduling appointments and wait time.

MEDICAL STAFF REPORT (Schomer)

- Medical Executive Committee met on Monday, February 26, 2024, no policies or procedures to review. Quality did not meet, nothing to report. Reviewed credentialing, privileging, and DOPs no DOPs to review.
 - Discussed rabies series treatment: Currently can receive first dose in the ED, but no others. Dr. Ben Green has been the director of OTIC. However, there has been motion to move a family medicine provider into the OTIC director roll. This will be Dr. Ryan Flannery in the interim.
 - Tyler Bayliss will be replacing Dr. Matthew Prihoda in Pharmacy and Therapeutics.

- Discharging patients and lab routing: new process in place for better streamline patient care.
- Discussed if weather Midlevel providers require signing of charts. This is an ongoing discussion, and will be resolved shortly.
- Peer Review was discussed in close session, no action or report is necessary at this time.

PERSONNEL

- Personnel/Credentials Request (Basten)
 - The Personnel Committee met on Thursday, February 29, 2024 to review and approve the following credentialing/privileging files:

Provider Last Name	Provider First Name	Credential	EMPLOYER	SERVICE/DEPT OF MEDICINE	PRIVILEGE Effective DATE
COMPLETED					
<i>Initial Appointment (Provisional)</i>					
Miller	Michael	MD	UIHC	Emergency Medicine	03/01/24
Shafer	Sarah	MD	UIHC	Emergency Medicine	03/01/24
<i>Provisional-to-Full Privileges</i>					
<i>Reappointment</i>					
Fulcher	William	MD	RCI	Imaging	03/01/24
Hopper	Brian	MD	RCI	Imaging	03/01/24
Burr	Larry	MD	RCI	Imaging	03/01/24
Schneider	Paul	DO	RCI	Imaging	03/01/24
Coons	Daniel	PA-C	Steindler	Orthopedics	03/01/24
Frisbie	Scott	PA-C	Steindler	Orthopedics	03/01/24
Kurtz	Quinn	PA-C	Steindler	Orthopedics	03/01/24
TERMINING PROVIDERS					

- Basten reported that the Personnel Committee unanimously approved all credentialing/privileging files.
- No policies to review.

CEO REPORT (Patterson)

- Top 100 Critical Access Hospital for second year in a row.
 - 1 out of 1,366 critical access hospitals nationwide. This decision is based on data. Which we have Matt Dolter looking into what data is being pulled.
- Verbal agreement to bring back Urology outreach services. Will offer urology surgery in the future. Target date: April 1st- Margaret Ekroth, MD
- Epic Update (Zavala)
 - MyChart/eCheck-In Dashboard
 - MyChart WCHC activations by week
 - MyChart Scheduled appointments
 - MyChart Trended Status
 - MyChart eCheck-In Completion Rate
 - Projects:

- Fast Pass- If an opening becomes available due to cancelation or reschedule it would alert 5 patients of the opening. They would be able to schedule on a first come first serve basis. Waitlist functionality.
- Refill via MyChart

PLAN NEXT MEETING AGENDA

The next regular Board of Trustees meeting will be held on March 28, 2024 at 4:00 p.m.

Wednesday, March 20, 2024 is the next provider board member discussion. Basten & Weeks with Whipple, Mary MD and Junker, Christian MD

Closed Session

At 4:58 p.m. Van Osdol moved to go into go into closed session, seconded by Driscoll according to:

State of Iowa Code Chapter 21.5(1)(I) for Strategic Planning/Community Based Care

“To discuss patient care quality and process improvement initiatives in a meeting of a public hospital or to discuss marketing and pricing strategies or similar proprietary information in a meeting of a public hospital, where public disclosure of such information would harm such a hospital’s competitive position when no public purpose would be served by public disclosure.”

Present for the closed session were David Bruns, Sue Basten, Ann Williams, Mike Van Osdol, Mike Driscoll, and Ed Weeks. Also present were Dr. Stephan Schomer, Todd Patterson, Andrea Leyden, Shelli Cleverley, Lisa Zavala and Rachelle Sobaski. All were present at the time of voting to go into the Closed Session. Motion to move into closed session by Van Osdol, seconded by Driscoll. The motion carried 6-0 with the vote as follows: Bruns-yes, Basten-yes, Williams-yes, Weeks-yes, Driscoll-yes, and Van Osdol-yes.

At 6:07p.m. the Board moved to go into open session. Driscoll made a motion to return to open session, seconded by Van Osdol. The motion carried 6-0 with the vote as follows: Bruns-yes, Basten-yes, Williams-yes, Van Osdol-yes, Driscoll-yes, and Weeks-yes.


Finance committee President, Driscoll, would like to bring to the board, to provide Todd the approval to negotiate the purchase of the Kalona clinic and all its assets.

Driscoll made a motion to approve the final approval to purchase the Kalona facility with all assets, seconded by Weeks. Motion carried.

Finance committee President, Driscoll, would like to bring to the board, to provide Todd the approval to purchase the Wellman clinic of no more than \$125k, contingent upon the purchase of the Kalona Clinic.

Driscoll made a motion to approve the purchase the Wellman Facility contingent upon the purchase of the Kalona Clinic, seconded by Weeks. Motion carried.

Meeting Adjourned at 6:09 p.m.


David C. Bruns (Mar 31, 2024 19:23 CDT)
 David Bruns, Chair


Ann C. Williams (Apr 1, 2024 09:01 CDT)
 Ann C. Williams, Secretary











Board of Directors Minutes 02.29.2024

Final Audit Report

2024-04-01

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