

WASHINGTON COUNTY HOSPITAL AND CLINICS

Meeting of the Board of Trustees

Thursday, January 30, 2025 – 4:00 p.m.

The Washington County Hospital and Clinics Board of Trustees met in the Hospital Conference Room to conduct the monthly Board meeting on Thursday, January 30, 2025 at 4:00 p.m. Board Members present were David Bruns, Ann Williams, Sue Basten, Mike Driscoll, and David Mitchell. Also present were Todd Patterson, Shelli Cleverley, Andrea Leyden, Phil Roudabush.

Recorder: Rachelle Sobaski noise

Press: None

Medical Staff: Steve Schomer, MD, Ryan Flannery, MD

Public: None

Guest: None

WCHC Staff: Rachelle Sobaski, Tracy Ousey, Angie Atkins-Adams, Chelsy Sellers, Amanda Van Weelden, Jacki McKenzie, Kelsey Bayliss, Megan Hoenig, Bailey Cunningham, Jessica Reed, Greta Clemons, Paige Chalupa, Sarah Greiner

Bruns called the meeting to order at 4:03 p.m.

REVIEW AGENDA

- Remove Compliance Report under the closed session.

MINUTES (Bruns)

The Thursday, December 5, 2024 and Thursday, January 9, 2025 Board meeting minutes were reviewed and approved with a motion made by Driscoll, seconded by Basten. Motion approved 5-0.

BOARD EDUCATION

Provider Discussion (Van Osdol & Driscoll)

Met via zoom, Jeremy Nelson and Jon Van Heukelom. They enjoy the pace and covering WCHC. They both expressed they don't know how to contact WCHC specialty. There is a list in the ED how to do so. Leyden will round back with them. They both stated they have horrible cell service with WiFi. Roudabush will follow back with IT servicing.

FINANCE

Financial Report (Cleverley)

- Adam Haluska and Micah Roberts reported their quarterly reports. We are running in the "green" with both accounts.
- Statistic Summary
 - Total Admissions
 - December 2023: 135
 - December 2024: 104
 - Total Patient Days
 - December 2023: 186
 - December 2024: 277
 - Outpatient Volumes
 - December 2023 (Not able to gather hospital data in December 2023 due to Epic conversion)
 - Lab: ***
 - Imaging: ***
 - Surgeries: ***

- Other Procedures: ***
 - ED Visits: ***
 - Primary Care Clinic: 3,803
 - Specialty Clinic: 675
 - Outreach Visits: 491
 - December 2024
 - Lab: 14,461
 - Imaging: 2,022
 - Surgeries: 21
 - Other Procedures: 115
 - ED Visits: 740
 - Primary Care Clinic: 4,532
 - Specialty Clinic: 569
 - Outreach Visits: 585
 - Days Cash on Hand
 - Goal: 165
 - Month: 147
 - 6 Month rolling average: 151
 - Days in AR
 - Goal: 50
 - Month: 61
- Balance Sheet
 - Total Current Assets
 - Current: \$20,801,792
 - Prior Month End: \$21,653,046
 - FYTD25: \$1,869,075
 - Total Board Designated Funds
 - Current: \$18,285,556
 - Prior Month End: \$18,230,763
 - FYTD25: \$189,722
 - Total Property Plant & Equipment
 - Current: \$64,389,489
 - Prior Month End: \$64,224,922
 - FYTD25: \$1,141,592
 - Net Property Plant
 - Current: \$27,973,478
 - Prior Month End: \$28,041,164
 - FYTD25: (\$242,769)
 - Total Deferred Assets
 - Current: \$5,195,664
 - Prior Month End: \$5,195,664
 - FYTD25: \$0
 - Total Assets & Deferred Outflows
 - Current: \$72,256,489
 - Prior Month End: \$73,120,638
 - FYTD25: \$1,816,028
 - Total Current Liabilities
 - Current: \$7,364,249
 - Prior Month End: \$7,616,440

- FYTD25: (\$121,262
 - Total Long-Term Debt
 - Current: \$18,591,157
 - Prior Month End: \$18,596,407
 - FYTD25: (\$31,500)
 - Total Liabilities
 - Current: \$38,669,124
 - Prior Month End: \$38,926,565
 - FYTD25: (\$152,762)
 - Total Deferred Liabilities
 - Current: \$1,697,914
 - Prior Month End: \$1,824,533
 - FYTD25: \$759,713
 - Total Fund Balances
 - Current: \$31,889,452
 - Prior Month End: \$32,369,539
 - FYTD25: \$1,209,078
 - Total Liab., Def, & Fund Balances
 - Current: \$72,256,489
 - Prior Month End: \$73,120,638
 - FYTD25: \$1,816,029
- Overall Income Statement
 - Total Patient Service Revenue
 - December: \$7,558,041
 - FYTD 2025: \$47,942,072
 - FYTD 2024: \$43,633,697
 - Total Contractual Adjustments
 - December: \$3,964,293
 - FYTD 2025: \$23,559,876
 - FYTD 2024: \$23,411,581
 - Net Patient Service Revenue
 - December: \$3,593,748
 - FYTD 2025: \$24,382,196
 - FYTD 2024: \$20,222,116
 - Total Other Operating Revenue
 - December: \$869,361
 - FYTD 2025: \$4,375,875
 - FYTD 2024: \$4,309,305
 - Total Operating Revenue
 - December: \$4,463,109
 - FYTD 2025: \$28,758,071
 - FYTD 2024: \$24,531,421
 - Total Operating Expenses
 - December: \$5,250,394 (7% over budget, expenses, bonuses (all staff, sign on, and provider RVU's)
 - FYTD 2025: \$29,533,319
 - FYTD 2024: \$27,372,338
 - Income From Operations
 - December: (\$787,284)
 - FYTD 2025: (\$775,248)

- FYTD 2024: (\$2,840,917)
 - Total Non-Op Gains (Losses)
 - December: \$247,194
 - FYTD 2025: \$1,925,482
 - FYTD 2024: \$1,094,863
 - Contributions: \$352,722
 - Net Income (Loss)
 - December: (\$540,091)
 - FYTD 2025: \$1,150,234
 - FYTD 2024: (\$1,746,054)
 - EBIDA
 - December: (\$262,795)
 - FYTD 2025: \$2,799,171
 - FYTD 2024: (\$461,112)
- Wages will continue to go up and adjustments will need to be made.
- Reminder: All audit adjustments were made in November.
- Naming Depositories
 - Annual depository naming was reviewed.
 - We don't have funding in Federation or CBI, amounts listed are their maximums.
 - Pilot Grove and Libertyville have CD's and when they mature, they will be moved to a local in county bank.

Naming depositories were reviewed and approved with a motion by Driscoll, seconded by Mitchell. Motion carried 5-0.

- Banking Officers
 - Annual banking officers were reviewed.

Banking officers were reviewed and approved with a motion by Mitchell, seconded by Basten. Motion carried 5-0.

Quality (Leyden)

- Patient Satisfaction
 - Recap: Inpatient Press Ganey score was 69%. Leyden, Reed, and McKenzie committee to providing staff education regarding hourly rounding and bedside shift report. Training was completed.
 - As of January, Inpatient met their goal for the first time above 82.0%.
 - Press Ganey Scores Slide deck was shared.
 - Clinics: 90%
 - Surgery: 89%
 - Emergency Room: 90%
 - Outpatient: 94%
- RHC Biannual Review (Cleverley)
 - Biannual review for all rural health clinics (Family Medicine, McCreedy Medical, and Columbus junction). The review includes both FY23 and FY24.
 - Reviews:
 - Policies, volumes, changes in volumes, services, personnel, patients, and care. This helps ensure we are providing proper care for that clinic.

- No recommendations for these three locations. This came at no surprise as we just went through the reaccreditation of these three locations last year.

FY23 and FY24 biannual rural health clinic evaluations were reviewed and approved with a motion by Williams, seconded by Driscoll. Motion carried 5-0.

MEDICAL STAFF REPORT (Schomer)

- Medical Executive Committee met on Monday, January 27, Reviewed credentialing, privileging, policy and procedures; all were approved. Recommended and voted Dr. Daisy Hanshaw to become a MEC and PAC committee member.
 - Policies:
 - Retail Pharmacy Delivery
 - Patient Care Plan
 - Verification of Identity and Authority of Individuals Requesting PHI
 - Determining Patient’s Personal Representatives
 - Minimum Necessary Uses and Disclosures of PHI
 - Clinical Resources for Providers
- Quality/Safety/Infection Prevention: Reviewed incident reports and Matt Simon with Frontline Transport and Security. Matt rounds night, he will be in charge of our safety audits, and help improve our security. There is a safety security workgroup that will be meeting regularly. The use of service recovery cards seems to be going well. Hand hygiene is sitting at 86% which is an increase from previously.
- MRUR: Main focus was on efficiencies and improvements. Reviewed three cases and care was appropriate.

PERSONNEL (Basten)

- Personnel/Credentials Request
 - The Personnel Committee met on Thursday, January 30, 2025 at 3:45pm to review and approve the following credentialing/privileging files:

Provider Last Name	Provider First Name	Credential	EMPLOYER	SERVICE/DEPT OF MEDICINE	PRIVILEGE Effective DATE	SCHEDULED START DATE	NOTES
COMPLETED							
<i>Initial Appointment (Provisional)</i>							
Provisional-to-Full Privileges							
Merritt	Travis	MD	RCI	Radiology	02/01/25	N/A	*Provisional to Courtesy
Patel	Aditi	MD	RCI	Radiology	02/01/25	N/A	*Provisional to Courtesy
Reappointment							
Harris	Brenton	MD	RCI	Radiology	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Macke	Michael	MD	RCI	Radiology	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Finnane	Mirhaalangelin	MD	RCI	Bariatrics	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Pauley	Sarah	MD	RCI	Radiology	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Steen	Sven	MD	UIHC	Emergency Medicine	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Harring	Scott	MD	RCI	Radiology	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Hierl	Michael	MD	RCI	Radiology	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Shaffer	Casey	MD	RCI	Radiology	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Hopson*	James	MD	UIHC	Cardiology	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
Sparks	Stephanie	ARNP	WCHC	Cardiology	02/01/24	N/A	Reappointment period: 02/01/2025- 03/31/2027
Watts	Christopher	MD	Eye Physicians & Surgeons LLP	Ophthalmology	02/01/25	N/A	Reappointment period: 02/01/2025- 03/31/2027
TERMINING PROVIDERS							
Gibbs	Debbie	MD	WCHC	Family Medicine			Retired
OTHER							
Green	Douglas	MD	Real Radiology	Radiology	02/01/25		Delegated Credentialing through RCI

- Basten reported that the Personnel Committee unanimously approved all credentialing/privileging files, policies, and DOP.
 - Policies:
 - Retail Pharmacy Delivery
 - Patient Care Plan
 - Verification of Identity and Authority of Individuals Requesting PHI
 - Determining Patient’s Personal Representatives
 - Minimum Necessary Uses and Disclosures of PHI
 - Clinical Resources for Providers
 - DOP
 - None

CEO REPORT (Patterson)

- Conflict of Interest for the board members will be sent in February
- Epic Upcoming (Roudabush)
 - Patient photos when they check in that are attached to their charts.
 - Secure Chat- texting feature from Epic-to-Epic user that doesn’t document in patient charts.
 - Patient estimates- Patient will place deductible and co pay and it will give the patient an estimate of what they will owe.
 - Healthwise- Allows patients to look at medical education.
 - Welcome mobile- Allows patients to check in and sign all documents via their mobile device. This is the step to get us to touchless registration.
 - Spring Upgrade- This will cause some freeze time.
 - Rover- Mobile device interoperability for staff documentation.
 - 74-75% MyChart usage.
- Mediapolis
 - WCHC announcement in the Mediapolis News yesterday.
 - Currently working on workflow details.
 - First day seeing patients- May 8, 2025
- Dr. Singhal
 - Psychiatry in McCreedy Medical Clinic
 - Starts March 2025.
- Wound (Leyden)
 - Adding Eric Barnes, ARNP to the wound team as of March 1, 2025. This will improve wait time.
 - The Wound Clinic is now located in the short hall between inpatient and surgery.
- Construction
 - Main Entrance
 - Phase 1 completed
 - Phase 2 almost completed.
 - Waiting on glass and have removed planter. This will allow more seating.
 - Finished laying new flooring in the ED.
 - Phase 3 to start end of March.
 - RNCR
 - Waiting on noise reflection items and doors.
 - Floor in the corridor will be replaced February 12th and 13th.

- Mental Health Expansion
 - The design was shared.
- Coolest Places
 - Staff survey results were shared. All scores went up from last year and we have our highest score to date.

PLAN NEXT MEETING AGENDA

The next regular Board of Trustees meeting will be held on Thursday, February 27, 2025 at 4:00 p.m.

Provider Discussion – Friday, February 21, 2025 Bruns & Basten
 Dr. Daisy Hanshaw and Lacie Porter, ARNP

- Events
 - Holiday Party: Saturday, February 1st. Please RSVP to Emme if you haven’t done so already.
 - Katherine Jaeger’s retirement party, tomorrow from 12:00pm-1:00pm at McCreedy Medical Clinic.

At 4:58 p.m. Williams 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, Michael Driscoll, Ann Williams, and David Mitchell. Also present were Todd Patterson, Shelli Cleverley, Andrea Leyden, Phil Roudabush, Steve Schomer, MD, Ryan Flannery, MD and Rachelle Sobaski. All were present at the time of voting to go into the Closed Session. Motion to move into closed session by Williams seconded by Driscoll. The motion carried 5-0 with the vote as follows: Bruns-yes, Basten- yes, Williams-yes, Driscoll-yes, and Mitchell- yes.

At 5:31 p.m. the Board moved to go into open session. Mitchell motion to return to open session, second by Driscoll. The motion carried 5-0 with the vote as follows: Driscoll-yes, Williams-yes, Mitchell-yes, Basten-yes, Bruns-yes.

Members

- Nominating Committee Reappoint/appoint Officers

Williams makes a motion to accept the existing officers and committee assignments as they are; seconded by Driscoll. Motion carried 5-0.

Meeting adjourned at 5:32 p.m.

David C. Bruns
David C. Bruns (Feb 28, 2025 07:17 CST)

David Bruns, Chair

Ann C. Williams
Ann C. Williams (Feb 28, 2025 08:33 CST)

Ann C. Williams, Secretary











01.30.2025 BOT Minutes

Final Audit Report

2025-02-28

Created:	2025-02-28
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-  Document created by Rachelle Sobaski (rsobaski@wchc.org)
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-  Document emailed to david.bruns@edwardjones.com for signature
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-  Signer david.bruns@edwardjones.com entered name at signing as David C. Bruns
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-  Signer ann.c.williams@fbfs.com entered name at signing as Ann C. Williams
2025-02-28 - 2:33:36 PM GMT
-  Document e-signed by Ann C. Williams (ann.c.williams@fbfs.com)
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