

WASHINGTON COUNTY HOSPITAL AND CLINICS

Meeting of the Board of Trustees

Thursday, May 1, 2025 – 4:04 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, May 1, 2025 at 4:04 p.m. Board Members present were David Bruns (zoom), Ann Williams, Sue Basten, and Ed Weeks. Also present were Todd Patterson, Shelli Cleverley, Phil Roudabush, and Andrea Leyden.

Recorder: Rachelle Sobaski

Press: None

Medical Staff: Steve Schomer, MD

Public: None

Guest: None

WCHC Staff: Rachelle Sobaski, Tracy Ousey, Tricia Hoffman--Simanek, Brianna Guyer, Greta Clemons, Sarah FitzPatrick, Paige Chalupa, Makyla Maize

Basten called the meeting to order at 4:04 p.m.

REVIEW AGENDA

- None

MINUTES (Basten)

The Thursday, March 27, 2025 Board meeting minutes were reviewed and approved with a motion made by Weeks, seconded by Williams. Motion carried. 4-0.

BOARD EDUCATION

Provider Discussion (Williams)

Williams shared she met with Dr. Travis Eastin and Dr. Mohammed Kotob. Eastin states he works two shifts a month and it's a change coming from a level 1 trauma center. His goal is to keep more patients with WCHC instead of transferring them to UIHC. Dr. Kotob loves working in Washington and is thankful for the staff. He also feels the local EMS/ambulance should be on site at all times due to their response time. They both expressed they don't see the urgency for increased security program we have.

Requests:

Social worker- Hired

Would like specific testing for labs. – Williams spoke with Leyden regarding these labs.

FINANCE

Financial Report (Cleverley)

- Statistic Summery

Admissions						
	<u>25-Mar</u>	<u>24-Mar</u>	<u>Variance</u>	<u>YTD</u>	<u>Prior YTD</u>	<u>Change</u>
Acute	21	22	(1)	204	234	(15)
Skilled	1	3	(2)	15	26	(73)
Observation	80	56	24	626	577	8
Total Admissions	102	81	21	845	837	1

Patient Days						
	<u>25-Mar</u>	<u>24-Mar</u>	<u>Variance</u>	<u>YTD</u>	<u>Prior YTD</u>	<u>Change</u>
Acute	107	101	6	1,048	992	5
Skilled	3	11	(8)	96	182	(90)
Observation	142	98	44	1,145	1,000	13
Total Patient Days	252	210	42	2,289	2,174	5

Outpatient Volumes						
	<u>25-Mar</u>	<u>24-Mar</u>	<u>Variance</u>	<u>YTD</u>	<u>Prior YTD</u>	<u>Change</u>
Lab	12,513	10,391	2,122	105,612	116,839	(11)
Imaging	2,089	1,717	372	18,281	16,540	10
Surgeries / Procedures *	182	157	25	1,468	1,226	16
Rehab Visits **	830	744	86	6,941	6,038	13
Emergency Department	731	718	13	6,463	6,474	(0)
OTIC	196	238	(42)	1,861	1,642	12
Wound	65	38	27	479	476	1
Ancillary Visits	5,074	4,243	831	43,942	42,421	3
Primary Care Clinic	4,624	3,973	651	41,872	34,537	18
Specialty Clinic	592	939	(347)	5,560	7,189	(29)
Outreach Visits	497	557	(60)	4,959	4,122	17

*endoscopies, ophthalmology, pulmonology
**physical, occupational, speech therapies

- Key Indicators
 - Days Cash on Hand
 - Goal: 165
 - FYTD: 151
 - Days in AR
 - Goal: 50
 - FYTD: 49
 - Operating Margin
 - Target: Break even
 - FYTD: -7%
 - Total Margin
 - Target: 4%
 - FYTD: 4%
 - EBIDA
 - Target: 10%
 - FYTD: 6%
- Gross charges- Seconded highest month FYTD.
- Charity Care and Bad Debt is separated.
- Roudabush
 - Overview of adjustments
 - Uncompensated Care, Contractual, and Uncontrolled.
 - Overview of combined revenue cycle
 - Adjustments, AR Amount, Charges, and Payments
- Investment Policy
 - Updates:

- Updated: 60/40 Splint between Stocks and Bonds to 70/30 split.
- Updated: Not to exceed stock allocation from 15% to 20%
- Added: Bonds and preferred stock must be at investment grade.

The Investment Policy changes were reviewed and approved with a motion by Weeks, seconded by Williams. Motion carried. 4-0

Quality Dashboards (Leyden)

- Leyden reviewed all dashboards reviewing their goals and where they currently are for this quarter.

MEDICAL STAFF REPORT (Schomer)

- Medical Executive Committee met on Monday, April 21, 2025. Reviewed credentialing, privileging, policy and procedures; all were approved.
 - Policies:
 - Security Awareness and Training
Reviewed and Approved by Compliance/Chief
 - Financial Assistance
 - Medicare Billing for Provider-Based Clinics
 - Sanitization of Pharmacy Controlled Sterile Compounding Environments
 - Quality Assurance for Pharmacy Sterile Compounding Staff and Environments
 - Penetration Checks
 - Lockout Tagout (LOTO)
 - Biohazard Materials Transport
 - Equipment Recalls, Hazard, and Defects
 - Fire Alarm and Automatic Fire Sprinkler Systems Impairment
 - Washington County Hospital Natural Gas Interruption
 - Construction and Renovation Policy
 - Confined Space
 - Utilization of Medical Equipment
 - Light Duty
 - Paid Time Off (PTO)
 - Transfer Discharge of Skilled Patient
 - Software and Hardware Purchasing
 - Software Copyrights
 - False Claims Act and Whistle Blower Protections
 - Release of PHI to the Media
 - Individuals Right to Release for Confidential Communications
 - Individuals Right to Request to PHI
 - De-Identification of PHI
 - Quality/Safety/Infection Prevention:
 - Main discussion was around Emergency preparedness. Mohling and Simon reviewed the De-Escalation courses currently taking place. Reviewed Press Ganey and Hand Hygiene. Respiratory numbers will not be posted as we are out of season.
- Committee Member

- Dr. Hanshaw has been added to the Pharmacy and Therapeutics committee.
- ED
 - Board Certified Emergency Room physicians are no longer required to renew their ACLS every two years.

PERSONNEL (Basten)

- Personnel/Credentials Request
 - The Personnel Committee met on Thursday, May 1, 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>							
					05/01/25		
					05/01/25		
<i>Provisional-to-Full Privileges</i>							
					05/01/25	N/A	
					05/01/25	N/A	
					05/01/25	N/A	
Reappointment							
Kleese	Amanda	ARNP	WCHC	Family Medicine	05/01/25	N/A	Reappointment period: 05/01/2025- 04/30/2027
Williams	Benjamin	DO	Modern Eye Care	Ophthalmologic Surgery	05/01/25	N/A	Reappointment period: 05/01/2025- 04/30/2027
TERMINING PROVIDERS							
Kozminski	Andrew	MD	UIHC	Emergency Medicine	05/01/25	N/A	Will no longer come to WCHC, staffing North Liberty UIHC.
OTHER							
Weigman	Benjamin	MD	Real Radiology	Radiology	05/01/25		*Approved through RCI delegated credentialing.
Hedayati	Amir	MD	Real Radiology	Radiology	05/01/25		*Approved through RCI delegated credentialing.
Kaesler	Daniel	MD	Real Radiology	Radiology	05/01/25		*Approved through RCI delegated credentialing.
Yeoman	John	MD	Real Radiology	Radiology	05/01/25		*Approved through RCI delegated credentialing.

- Basten reported that the Personnel Committee unanimously approved all credentialing/privileging files, policies, and DOP.

- Policies:

- Security Awareness and Training

Reviewed and Approved by Compliance/Chief

- Financial Assistance
- Medicare Billing for Provider-Based Clinics
- Sanitization of Pharmacy Controlled Sterile Compounding Environments
- Quality Assurance for Pharmacy Sterile Compounding Staff and Environments
- Penetration Checks
- Lockout Tagout (LOTO)
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- Individuals Right to Request to PHI
- De-Identification of PHI
- DOP
 - Otolaryngology (Approved to be on electronic form).

CEO REPORT (Patterson)

- Shuttleworth Law
 - Joseph Miller is leaving; our replacement is Tricia Hoffman-Simanek. She introduced herself and gave a high-level overview of her back ground.
- Construction
 - Went out for BID for the behavioral health construction project.
 - Made a special effort to reach out to local contractors.

PLAN NEXT MEETING AGENDA

The next regular Board of Trustees meeting will be held on Thursday, May 29, 2025 at 4:00 p.m.

Provider Discussion

Van Osdol & Mitchell

May 12, 2025 at 12pm

Providers: Courtney Cochran, ARNP and Kelsey Striegel, ARNP

At 4:41p.m. Williams moved to go into go into closed session, seconded by Weeks 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 (zoom), Sue Basten, Ann Williams, and Ed Weeks. Also present were Todd Patterson, Shelli Cleverley, Andrea Leyden, Phil Roudabush, Steve Schomer, 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 Weeks. The motion carried 4-0 with the vote as follows: Bruns-yes, Basten- yes, Williams-yes, and Weeks- yes.

At 5:12p.m. the Board moved to go into open session. Weeks motion to return to open session, second by Williams. The motion carried 4-0 with the vote as follows: Williams-yes, Weeks-yes, Basten-yes, Bruns-yes.

Meeting adjourned at 5:36 p.m.

David C. Bruns

David C. Bruns (Jun 3, 2025 09:26 CDT)

David Bruns, Chair

Ann C. Williams

Ann C. Williams (Jun 3, 2025 10:20 CDT)

Ann C. Williams, Secretary