

**WASHINGTON COUNTY HOSPITAL AND CLINICS**  
**Meeting of the Board of Trustees**  
**Thursday, December 4, 2025 – 4:00 p.m.**

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

*Recorder:* Greta Clemons

*Press:* None

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

*Public:* None

*Guest:* Luke Leyden, John Nelson (Forvis Mazars)

*WCHC Staff:* Greta Clemons, Kayla Weirup, Jessica Reed, Tonya Wageman, Brianna Guyer, Kelsey Bayliss, Tammy Porter, Paige Chalupa, Amanda Van Weelden, Sarah FitzPatrick, John Nelson, Andrew Billhardt, Robert Emry, Brian Bockting, Baily Cunningham, Chelsy Sellers, Makyla Maize, and Sarah Greiner.

Bruns called the meeting to order at 4:01 p.m.

**REVIEW AGENDA**

- None

**MINUTES (Bruns)**

*The Thursday, October 30, 2025 Board meeting minutes were reviewed and approved with a motion made by Driscoll, seconded by Williams. Motion carried.*

**BOARD EDUCATION**

**Provider Discussion (Bruns)**

Bruns shared he sat with Dr. Jamie Greiner and Brian Murphy, ARNP. They shared their wish list: Murphy wants a skylight and massage chair. Communication: They appreciate current provider feedback, but would like additional, including physician driven and engagement goals. Nursing support, they would like a leader in the building to be able to talk with when there are issues. They both appreciate Epic, but feel they do more “stuff”. They both do use Dax and enjoy it. Murphy shared he is covering 12 hour shifts in the ED. They both shared providers are too assessable to patients and start their days with over 100 MyChart messages.

**FINANCE**

**Financial Report (Cleverley)**

- Audit- John Nelson (Forvis Mazars)
  - Nelson gave a high overview of our fiscal end-year audit. Reviewed the following issues that were discussed and were the subject of correspondence with management: GASB No’s. 68 and 72 disclosures (IPERS), Valuation of accounts receivable and system conversion impacts, Iowa Medicaid Directed Payment Program, Adoption of GASB No. 101- Compensated Absences, and Adoption of GASB No. 102- Certain Risk Disclosures. There was an overall increase of \$3.7M.
  - Identified Deficiencies:
    - Purchase cycle- Segregation of Duties
    - Revenue and Cash Receipts Cycle- Segregation of Duties
- Statistic Summery

## Admissions

	<u>25-Oct</u>	<u>24-Oct</u>	<u>Variance</u>	<u>YTD</u>	<u>Prior YTD</u>	<u>% Change</u>
Acute	42	23	19	140	89	36
Skilled	4	4	0	22	9	59
Observation	62	66	(4)	244	258	(6)
<b>Total Admissions</b>	<b>108</b>	<b>93</b>	<b>15</b>	<b>406</b>	<b>356</b>	<b>12</b>

## Patient Days

	<u>25-Oct</u>	<u>24-Oct</u>	<u>Variance</u>	<u>YTD</u>	<u>Prior YTD</u>	<u>% Change</u>
Acute	140	58	82	424	296	30
Skilled	16	18	(2)	117	40	66
Observation	104	96	8	363	382	(5)
<b>Total Patient Days</b>	<b>260</b>	<b>172</b>	<b>88</b>	<b>904</b>	<b>718</b>	<b>21</b>

## Outpatient Volumes

	<u>25-Oct</u>	<u>24-Oct</u>	<u>Variance</u>	<u>YTD</u>	<u>Prior YTD</u>	<u>% Change</u>
Lab	15,715	12,992	2,723	56,790	48,149	15
Imaging	2,477	2,243	234	9,015	8,103	10
Surgeries / Procedures *	196	169	27	675	657	3
Rehab Visits **	889	835	54	3,352	3,120	7
Emergency Department	670	716	(46)	2,760	2,832	(3)
OTIC	228	207	21	898	790	12
Wound	161	64	97	566	195	66
Ancillary Visits	5,786	5,569	217	21,334	19,689	8
Primary Care Clinic	5,663	5,111	552	21,232	18,633	12
Specialty Clinic	590	762	(172)	2,432	2,734	(12)
Outreach Visits	797	623	174	2,594	2,236	14

\*endoscopies, ophthalmology, pulmonology

\*\*physical, occupational, speech therapies

- Key Indicators
  - Days Cash on Hand
    - Goal: 175
    - Month: 147
    - FYTD: 157
  - Days in AR
    - Goal: 40
    - Month: 48
  - Operating Margin
    - FYTD: 0%
    - Goal: 0%
  - Total Margin
    - FYTD: 6%
    - Goal: 4%
  - EBIDA
    - FYTD: 11%
    - Goal: 10%
- Reminder: The financial audit is the hospital and foundation combined.
- Finance approved the Capital request for internal wayfinding signage totaling in \$38,280

Internal wayfinding was reviewed and approved by Driscoll, seconded by Mitchell. Motion carried.

➤ Revenue Cycle Update (Roudabush)

- Roudabush reviewed the new and old A/R. As an overall the organization is doing very well. Roudabush reviewed the denial process and the importance of finding out why the denial happened to correct the issue.
  - Reasons for denials: Authorization needed, additional documentation needed, coding, contract related, missing claims, registration not completed, enrollment, and timely filing.
- Build Time Adjustments allow the organization to adjust prior to it being sent out. This allowed WCHC to place the fee schedule into Epic to assist with this process. Currently starting with Medicare and provider side only.

**Quality (Leyden)**

➤ Provider Scheduling (Chalupa)

- Chalupa gave an overview of the differences between templates, the difference with rural health vs hospital, and our wait lists. Highlighted a new model with a designated scheduler for certain providers.

**MEDICAL STAFF REPORT (Schomer)**

- Medical Executive Committee met on Monday, November 24, 2025. Reviewed credentialing and privileging.
  - Quality, Safety, Infection Prevention- Presented progress improvements, CRM dashboard, and security.
  - MRUR- None

**PERSONNEL (Basten)**

➤ Personnel/Credentials Request

- The Personnel Committee met on Thursday, December 4 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
<b>COMPLETED</b>							
<i>Initial Appointment (Provisional)</i>							
Abaker	Nicole	ARNP	WCHC	Pulmonology	12/01/25	1/26/2026	Initial period: 12/01/2025- 11/30/2027
Kusko	Rebecca	MD	UIHC	Emergency Medicine	12/01/25		Initial period: 12/01/2025- 11/30/2027
Tinsman	Chandler	MD	UIHC	Emergency Medicine	12/01/25		Initial period: 12/01/2025- 11/30/2027
<b>Provisional-to-Full Privileges</b>							
Cooley	Michele	MD	Weland Labs	Pathology	N/A	N/A	*Provisional to Courtesy
Eclow	Julie	MD	Weland Labs	Pathology	N/A	N/A	*Provisional to Courtesy
Freed	Natalie	MD	Weland Labs	Pathology	N/A	N/A	*Provisional to Courtesy
Klein	Aaron	MD	Weland Labs	Pathology	N/A	N/A	*Provisional to Courtesy
Larson	David	MD	Weland Labs	Pathology	N/A	N/A	*Provisional to Courtesy
Rawson	Robin	MD	Weland Labs	Pathology	N/A	N/A	*Provisional to Courtesy
Woltman	Michael	MD	Weland Labs	Pathology	N/A	N/A	*Provisional to Courtesy
<b>Reappointment</b>							
Cochran	Courtney	ARNP	WCHC	Primary Care	12/01/25		Reappointment period: 12/01/2025- 11/30/2027
Wash	Rachel	PA-C	UIHC	Emergency Medicine	12/01/25		Reappointment period: 12/01/2025- 11/30/2027
<b>TERMINING PROVIDERS</b>							
Weaver	Corbin	MD	UIHC	OB/GYN	N/A	N/A	*Left UIHC
<b>OTHER</b>							
Landis	Michael	MD	Real Radiology	Radiology	12/01/25		*Privileged by Delegated Credentialing
Zhang	Yuyang	MD	Real Radiology	Radiology	12/01/25		*Privileged by Delegated Credentialing

\*Pending application processing time and MEC/BOT approval

- Basten reported that the Personnel Committee unanimously approved all credentialing/privileging files.

**CEO REPORT (Patterson)**

➤ RFQ-Oncology (Luke Leyden)

- Leyden reviewed the RFQ process. GMP=Guaranteed Maximum Price. The plan is construction to start within a month or two after the company is announced.
- Beans (Bayliss)
  - Bayliss provided an update on the progress with Beans pharmacy. In the month of October, Beans dispensed over 8,800 prescriptions. This is the highest Bayliss has ever seen with Beans. Bayliss shared the estimated new Beans layout. Discussed in closed.

**PLAN NEXT MEETING AGENDA**

The next regular Board of Trustees meeting will be held on Thursday, January 29, 2026 at 4:00 p.m.

Events

Nicola North Pole | RNCR | Thursday, December 11<sup>th</sup> 5pm-6:30pm  
 Holiday Party | Riverside Casino | Saturday, January 31, 2026

Provider Discussion

Nathaniel Shekem, PA-C and Dr. Thomas Striegel

Bruns & Basten

At 5:13 p.m. Williams moved to go into go into closed session, seconded by Basten 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, David Mitchell, and Mike Driscoll. Also present were Todd Patterson, Phil Roudabush, Shelli Cleverley, Andrea Leyden, Steve Schomer, MD, and Ryan Flannery, MD, Brianna Guyer, Greta Clemons. All were present at the time of voting to go into the Closed Session. Motion to move into closed session by Williams seconded by Basten. The motion carried 5-0 with the vote as follows: Bruns-yes, Basten- yes, Williams-yes, Driscoll- yes, Mitchell-yes.

At 6:28 p.m. the Board moved to go into open session. Williams motion to return to open session, second by Mitchell. The motion carried 5-0 with the vote as follows: Basten-yes, Williams-yes, Mitchell-yes, Bruns-yes, Driscoll-yes.

*Williams made a motion to approve to negotiate and finalize lease with Built to Suite for Beans Pharmacy, seconded by Basten. Motion carried.*

Meeting adjourned at 6:30 p.m.

David C. Bruns  
David C. Bruns (Jan 30, 2026 12:49:49 CST)  
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 David Bruns, Chair

Ann C. Williams  
Ann C. Williams (Feb 2, 2026 10:49:33 CST)  
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 Ann C. Williams, Secretary











# 12.04.2025 Board of Trustee Minutes

Final Audit Report

2026-02-02

Created:	2026-01-30
By:	Rachelle Sobaski (rsobaski@wchc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAACc8_avZWQ0KEUP8rV5dhH-D5S6fd_Jzf

## "12.04.2025 Board of Trustee Minutes" History

-  Document created by Rachelle Sobaski (rsobaski@wchc.org)  
2026-01-30 - 1:49:19 PM GMT
-  Document emailed to david.bruns@edwardjones.com for signature  
2026-01-30 - 1:49:51 PM GMT
-  Email viewed by david.bruns@edwardjones.com  
2026-01-30 - 1:50:51 PM GMT
-  Signer david.bruns@edwardjones.com entered name at signing as David C. Bruns  
2026-01-30 - 6:49:47 PM GMT
-  Document e-signed by David C. Bruns (david.bruns@edwardjones.com)  
Signature Date: 2026-01-30 - 6:49:49 PM GMT - Time Source: server
-  Document emailed to ann.c.williams@fbfs.com for signature  
2026-01-30 - 6:49:51 PM GMT
-  Email viewed by ann.c.williams@fbfs.com  
2026-01-30 - 6:50:02 PM GMT
-  Signer ann.c.williams@fbfs.com entered name at signing as Ann C. Williams  
2026-02-02 - 4:49:31 PM GMT
-  Document e-signed by Ann C. Williams (ann.c.williams@fbfs.com)  
Signature Date: 2026-02-02 - 4:49:33 PM GMT - Time Source: server
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