

# MORRISON COMMUNITY HOSPITAL

## BOARD OF DIRECTORS MEETING

March 28, 2018

### Members Attending:

Luke VanderBleek, Vice Chairman  
Mark Schuler, Secretary  
Paul Beswick  
Barb Kophamer  
Sharon Kelley

### Other Attendees:

Pam Pfister, CEO  
Cami Megli, CFO  
Amber Temple, HR Director  
Darcey Jansen, CNO  
Mick Welding, Marketing/Public Relations Dir  
Tom Potter, Attorney  
Ray Darsidan, Director of EMS (special presentation)

### Members Absent

Don Beswick, Chairman  
Betty Steinert, FIAO  
Jennifer Black, Treasurer  
Gary Gibbs

### Others Absent

Mr. Luke VanderBleek called the meeting to order at 7:02 P.M.

### APPROVAL OF MINUTES

Mr. Mark Schuler made a motion to approve the February meeting minutes and it was seconded by Mr. Paul Beswick. All in favor. Motion so carried.

### PUBLIC COMMENT

None

### SPECIAL PRESENTATION

Ray Darsidan, Director of EMS, made a powerpoint presentation on the EMS blueprint and the changes to the EMS program, changing the culture. The program has a new mission, new look, new logo, and mirrors other departments with ranks and provide integrated community care. A new system will allow us to grow, offer education:

- Community Paramedic Program – part of the IRCCO to check on community members; it has been successful in Rockford. Luke asked is we are doing this now? A committee has been meeting weekly for the last month to roll this out as quickly as possible. Pam further explained Care Coordination.
- Paramedic Education Program – MCH would host and teach the entire paramedic program here; this would allow us to train and scout in-house
- Staffing Changes/Enhancements:
  - Emergency Room Technician III-Advanced Practice Paramedic – would assist in the ER; similar to a nurse, but would not be able to triage
  - Squad Rescue Services – allow for rapid intervention
  - Possibility of 2 crews 24/7 to respond to multiple calls and transfers
- New Equipment Package – represent the hospital as the “Pride of Morrison”
  - 2 ambulances, vehicle, rescue squad unit
  - Keep newer unit (28) and sell the older unit (14)
  - \$36,000 of donated gear and equipment EMS staff has been able to acquire

Sharon asked how many staff to send an ambulance out? 2 licensed EMT’s

### FINANCIAL STATISTIC REPORTS

- Financial Highlight – see attached (Page 4)
- Statistics Report – see attached (Page 5)
- Income Statement – see attached (Page 6)
- Balance Sheet – see attached (Page 7)
- Accounts Receivable Aging – see attached (Page 8)
- Payer Mix – see attached (Page 9)
- Ratio and Indicators – see attached (Page 10)
- Department Statistics – see attached (Page 11)

Patient Revenue for March was \$25,452 below budget. Patient days were below budget for Acute, Swing Beds, and Observation Days. The outpatient volumes were mixed, with some areas being near or above budget, and other areas below budget. Patient volumes for Family Care Clinic and Specialty Clinic were slightly above budget for the month. Patient Revenue YTD was \$820,844 above budget.

### **OLD BUSINESS - Project Design Update**

Pam gave a project design update:

- Pam spoke with the property owner to the west and his current asking price is \$200,000; the architects and engineers have looked at the site and to get the property to be usable for an egress, it would cost between \$450,000 and \$500,000
- Parking: The design build team revisited the parking structure again saying the fixes to current elevated parking will cost more because they were told it was built on fill; Pam explained that it was not built on fill. Pam has concerns with the issue of parking for approximately six months if we move in that direction. This would also reduce the parking stalls from the current 131 down to 123. The parking option previously presented to us was 156 stalls. We are still waiting on the final results of the soil boring. Adding a parking lot on the property across Knox Street is estimated to cost approximately \$300,000.
- Pam will be scheduling another Executive Committee meeting.

There was discussion expressing concern with how a parking structure would look. General discussion regarding cost of obtaining adjacent property and our options with the city. Pam explained that there was a meeting scheduled on Tuesday with the design build team and the city.

### **COMMITTEE REPORTS**

**Executive Committee** – We met on March 14<sup>th</sup>. See attached minutes. The cost of financing was discussed at that meeting. How does that impact the cost of financing comparing the USDA to other options. Luke asked if we could normalize the issuance cost to an interest rate and asked that Cami prepare this.

**Building and Grounds** – Did not meet

**Employee Community and Public Relations Committee** – Did not meet

**Budget, Finance & Acquisition Committee** – Did not meet

**Joint Conference** – Did not meet

### **Administrative Report:**

**Human Resources – Amber Temple** See attached report. Luke asked if we had hired a nurse practitioner. Amber explained that we are working through scheduling and do have options for this position.

**Nursing Report – Darcey Jansen** See attached report.

**Quality Improvement – Darcey Jansen** See attached report. Darcey stated that all departments reported and most came with just a few that fell out of measures. Clinic is working with providers on the new measures they have implemented. Dietary is also working on new measures to report.

**Marketing / Public Relations Report – Mick Welding** – See attached report.

**CEO Report – Pam Pfister** – See attached report. Pam explained that we had several good candidates for the open positions we have. Luke asked for clarification on the telepsych program.

### **CLOSED SESSION**

Mr. Paul Beswick made a motion to move into Closed Session at 7:52 P.M. and it was seconded by Ms. Barb Kophamer.

Roll Call – Luke, Paul, Sharon, Barb, and Mark

All in favor. Motion so carried.

For the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Mr. Paul Beswick made a motion to move back into Open Session at 8:43 P.M. and it was seconded by Ms. Sharon Kelley.  
Roll Call: Luke, Paul, Sharon, Barb, and Mark

Ms. Barb Kophamer made a motion to adjourn the meeting, and it was seconded by Mr. Mark Schuler. All in favor. Motion so carried.

The meeting adjourned at 8:44 P.M.

Respectfully Submitted,

\_\_\_\_\_Mark Schuler, Secretary