

## BOARD OF COMMISSIONERS MEETING September 13, 2022

5:00 p.m. Family Medical Building Room C/D and via Zoom

## **MINUTES**

BOARD:

Evon LaGrou, Chair Ellen Delaney, Vice-Chair Rebecca Christoph, RN, Secretary

Richard Johnson, PhD, Member Becky Corson, Member

STAFF:

Kyle Hopstad, Interim CEO

Randy Coffell, HR Director

Holly Stanley, CFO

Richard Morales, Dir. of Marketing & PR

Dr. Jennifer Thill, Chief Medical Officer

Dr. Robie Sterling, Chief of Staff

Megan Barton, Operations & Risk Manager (scribe)

GUESTS: John White, and others present included staff and public both in the room and via Zoom that were unidentified.

- I. The meeting was called to order at 5:00 pm.
  - A. Acceptance/Changes to Agenda
    - i. Add under Executive Session as X and change adjourn to XI.
    - ii. Remove items IV-VI
    - iii. Correction to Finance Committee meeting date to September 26, 2022, and Executive Committee to meet at 6:30 am.
    - iv. Commissioner Johnson moved to accept the agenda as amended. Commissioner Christoph seconded. With no further discussion, the motion passed unanimously.
  - B. Approval of Minutes of June 28, 2022 Board Meeting
    - i. Commissioner Delaney moved to approve the minutes as amended. With Commissioner Christoph's second, the motion passed unanimously.
  - C. Approval of Minutes of July 6, 2022 Board Meeting
    - i. Commissioner Delaney moved to approve the minutes as amended. With Commissioner Corson's second, the motion passed unanimously.
  - D. Approval of Minutes of July 26, 2022 Board Meeting
    - Commissioner Corson moved to approve the minutes as amended. With Commissioner Christoph's second, the motion passed unanimously.
  - E. Approval of Minutes of July 27, 2022 Board Meeting

- i. Commissioner Delaney moved to approve the minutes as presented. With Commissioner Corson's second, the motion passed unanimously.
- F. Approval of Minutes of July 29, 2022 Board Meeting
  - i. Commissioner Johnson moved to approve the minutes as presented. With Commissioner Delaney's second, the motion passed unanimously.
- G. Approval of Minutes of August 9, 2022 Board Meeting
  - i. Commissioner Corson moved to approve the minutes as presented. With Commissioner Delaney's second, the motion passed unanimously.
- H. Approval of Minutes of August 23, 2022 Board Meeting
  - i. Commissioner Corson moved to approve the minutes as amended. With Commissioner Christoph's second, the motion passed unanimously.
- I. Approval of Minutes of August 29, 2022 Board Meeting
  - i. Commissioner Delaney moved to approve the minutes as presented. With Commissioner Johnson's second, the motion passed unanimously.
- J. Additional meeting minutes were handed out and reviewed.
  - i. August 4, 2022 Special Board Meeting Minutes
    - 1. Commissioner Corson moved to approve the minutes as presented. With Commissioner Christoph's second, the motion passed unanimously.
  - ii. August 17, 2022 Special Board Meeting Minutes
    - 1. Commissioner Delaney moved to approve the minutes as presented. With Commissioner Christoph's second, the motion passed unanimously.
  - iii. September 8, 2022 Special Board Meeting Minutes
    - 1. Commissioner Corson moved to approve the minutes as presented. With Commissioner Delaney's second, the motion passed unanimously.
- II. Commissioner Committee/Liaison Reports:
  - A. Finance: Scheduled to meet at the end of the month.
  - B. Facilities/Equipment: Scheduled to meet November.
  - C. Internal Relations: Scheduled to meet tomorrow.
  - D. External Relations: Richard Morales reviewed a presented report.
  - E. Executive:
    - i. Credentialing (see attached report)
      - 1. Commissioner Johnson moved to approve the credentialing as presented. With Commissioner Corson's second, the motion passed unanimously.
  - F. Quality: has not met
  - G. Ad Hoc: CEO Search Committee: committee resolved.
  - H. Administrator Report: Kyle provided a verbal report including reviewing nurse call system for upgrades; new med surge beds will be here end of September; received a quote for new OB beds with an assessment of need to come; expecting 33 surgeries this week; recruiting for a CT technician; interviewed four candidates for Executive Assistant. An Assessment of Need for an additional FTE in HR will be presented at the next meeting. Continuing negotiations with the PT and NP

candidates that visited with hopes to have them start early 2023. Lab education will be completed in next two weeks.

- III. Medical Staff Report
  - A. Approval of 2021 Medical Staff Bylaws
    - 1. Commissioner Delaney moved to approve the 2021 Medical Staff Bylaws as presented. With Commissioner Christoph's second, the motion passed unanimously.
- IV. Old Business
- V. New Business:
  - A. Resolution 651 Appointment of Administrator
    - i. Commissioner Corson moved to approve Resolution 651 Appointment of Administrator to commence October 3, 2022 with \$250,000 salary. With Commissioner Delaney's second, the motion passed unanimously.
  - B. Personnel Report: Randy reviewed the submitted reports.
  - C. ED & OR LEAN Process, Providers, presented by Dr. Jennifer Thill, CMO
- VI. Comments/Announcements:
  - A. Public Comment was heard.
  - B. Next Board Meeting: Tuesday, September 27, 2022 at 5:00 pm in Room C/D & Zoom
  - C. Next scheduled committee meetings:
    - i. Finance Committee Meeting: August 22, 2022, at 3:45 pm
    - ii. Facilities Committee Meeting: November 7, 2022 at 1:00 pm
    - iii. Internal Relations Committee Meeting: September 14, 2022 11:00 am
    - iv. External Committee Meeting: October 4, 2022 3:45 pm
    - v. Executive Committee Meeting: September 8, 2022, at 6:30 am
    - vi. Quality Committee: September 13, 2022, at 11:30 am
- VII. Executive Session: At 6:08 Commissioner LaGrou announced they would be moving into executive session and reviewed several items she prepared for the board. The regular meeting adjourned at 6:10. Executive Session began at 6:15 pm and ended at 7:25 with no extensions. The Board reconvened into regular session at 7:26 pm.
- VIII. Motion by Commissioner LaGrou to appoint Commissioner Johnson as Board Chair. Motion was seconded by Commissioner Delaney. Motion passed unanimously.
- IX. Commissioner Johnson appointed Commissioner Delaney to Executive Committee and Commissioner LaGrou to serve on the Finance Committee.
- X. Adjourn: Commissioner Corson moved to adjourn. With Commissioner Delaney's second, the motion passed unanimously. Meeting adjourned at 7:30

Chairperson

Vice Chairperson

Secretary

Commissioner