

Board of Trustees Meeting

March 20, 2023

5:00 p.m. Davis County Hospital & Clinics Conference Room D

The Governing Board of Davis County Hospital & Clinics met for their regular meeting, Monday, March 20, 2023, in Conference Room D.

TRUSTEES PRESENT: Bailey Westfall, Heath Greiner & Nolan Eakins, & Donna Olinger.

TRUSTEES ABSENT: Kevin Cook

OTHERS PRESENT: Veronica Fuhs, Rod Day, Pam Young, Lisa Barrett, Chris Hickie, Carleena Brown, Lisa Warren, Nikki Thordarson, Robert Floyd, DO, Karen Spurgeon, Brenna White, Rob Gavora, & Amy Marlow.

MINUTES

1. CALL TO ORDER

Heath Greiner, Vice-Chair, called the meeting to order at 5:04 p.m.

2. DETERMINATION OF A QUORUM

A roll call of Trustees was taken, and a quorum was present with four (4) Trustees in attendance.

3. APPROVE AGENDA

A motion was made by Bailey Westfall seconded, by Nolan Eakins approving the agenda as presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

4. CONSENT AGENDA

A motion was made by Donna Olinger seconded by Nolan Eakins to approve the consent agendas for January 16, 2023, and March 10, 2023, as presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

5. AUDIENCE REQUEST TO SPEAK

There were no requests to speak.

6. Information Technology Pride Report

Chris Hickie presented the Information Technology Pride report which included an introduction of staff, an overview of the systems and data that the IT the department manages and secures, risk vulnerabilities, security threats, operations, and key performance indicator data. Chris reported that future projects include the implementation of virtual registration, online scheduling, virtual scribes for the providers in the clinic, and password reduction. Chris celebrated his team for their outstanding security assessment score which ranks them among the best in the healthcare field. Chris also shared that Oracle has purchased Cerner and he is excited to see what opportunities will come from that acquisition.

7. ANCILLARY SERVICES REPORT

Rod shared that cardio-pulmonary has received their new stress testing equipment and staff has been trained allowing this service to grow. He reported that they continue to face staffing issues in many other departments.

8. QUALITY REPORT

Amy Marlow presented the February Quality report. She reported data related to falls, readmissions, and medication errors. Amy presented the Infection Prevention Quality spotlight sharing the Quality data that Infection Prevention tracks regularly. Amy also discussed patient satisfaction scores.

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NEW POLICIES/ REVISED POLICIES/ BIENNIAL REVIEWS

Amy presented the following New Policies/Revised Policies/ Biennial/Annual reviews for approval consideration.

New Policies

- Human Resources:
 - Medical Imaging Weekend Staffing Package – On-Call Only
- Laboratory:
 - Evaluation of Employee Competence
- Behavioral/Mental Health:
 - PMC Policy Share Point Provider Folders
 - SharePoint Provider Folders
 - Separation of Psychotherapy Notes from Mental Health Record
 - Multiple (Dual Relationships)
 - Duty to Protect

Revised Policies

- Health Information Management (HIM)
 - Access Electronic Health Records
 - Chart Order
 - Coding Guidelines
 - Information Access Control and Information Safeguard
 - Provider Deficiency Reports and Letters
 - Scanning
 - Signing Out Charts
- Behavioral/Mental Health
 - Management of Assaultive Behavior
 - Scope of Service
 - Senior Life Solutions Suicide Assessment
- Safety and Security
 - Violent Intruder/Active Shooter (Run/Hide/Fight)

Biennial/Annual Reviews

- Administration/Critical Access Hospital
- EMTALA
- Health Information Management (HIM)
- Materials Management
- Diet Manual Approval 2023 (Annual Review)
- Diet Menu Attestation (Annual Review)

A motion was made by Nolan Eakins seconded, by Bailey Westfall to approve the New Policies/Revised Policies/ Biennial/Annual reviews as presented. Motion carried.

Cook
Eakins
Greiner

Absent
Yes
Yes

Olinger
Westfall

Yes
Yes

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MEDICAL STAFF CREDENTIALING

Amy presented the following list of providers for final approval consideration.

Initial Appointment

- **Jessica Christen, DNP** – Affiliate- Family Medicine
- **Bradley Hill, PA** – Affiliate- Orthopedics

Reappointments

- **Lawrence Ciesemier, DO** – Courtesy- Allergy/Immunology.
- **Mary Graeff, MD** – Active- Pediatrics
- **Ronald Graeff, MD** – Active- Allergy/Pulmonology
- **Shehada Homedan, MD** – Courtesy- Orthopedics
- **Timothy Kessinger-McCroskey, ARNP** – Affiliate- Emergency Medicine
- **Robert Remis, MD** – Courtesy- Urology

Telemedicine –

Avel eCare, LLC Telehealth Schedule 1

Initial appointments

- **Kara Larsen, DO** – Telemedicine- Psychiatry
- **Jeffrey Austin, CNP** – Telemedicine- Psychiatry
- **Marice Rodriguez, CNP** – Telemedicine- Psychiatry

A motion was made by Donna Olinger, seconded by Nolan Eakins to accept the recommendation of the Medical Staff ,and grant final approval of the initial appointments, reappointments and telehealth appointments being presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

9. FINANCE

Financial Reports

Lisa Warren presented the financial and revenue cycle reports for January and February 2023. A motion was made by Bailey Westfall seconded by Donna Olinger to approve the January and February 2023 financial reports. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

Resolution of Bank Authorizations

Lisa Warren presented the FY 2023 Resolutions of Bank Authorizations. A motion was made by Donna Olinger seconded by Nolan Eakins to approve the Resolution of Bank Authorizations as presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

10. CHIEF OF STAFF REPORT

Dr. Floyd shared that the clinic volume ranges from 1600 to 1800 patients per month and that they are still facing staffing concerns related to nursing staff and scribes.

11. CHIEF NURSING OFFICER REPORT

Nikki shared that February numbers were down due to a provider being out for a few days and that they are also dealing with staffing challenges.

12. CHIEF EXECUTIVE OFFICER REPORT

Veronica shared that the Iowa Hospital Association Governance Forum will be held on April 14th and 15th. She will forward the email with the registration information to the Trustees. Veronica also shared

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that with the Public Health emergency ending in May they have been working through the CMS roadmap to evaluate processes that will be affected.

13. BOARD COMMITTEE ASSIGNMENTS 2023

1. **Foundation**
2. **Executive Committee**

Veronica reported that she had spoken with the Foundation members, and they were happy to have Nolan Eakins join them as their Trustee representative. The executive Committee assignment was tabled until a later date.

A motion was made by Bailey Westfall and seconded by Donna Olinger to approve Nolan Eakins' appointment to the Foundation Committee and to table the Executive Committee appointment until a later date.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

14. MERCYONE

Rob Gavora, MercyOne Liaison, shared some highlights of the MercyOne January and February newsletters that were attached to the agenda for the Trustees reference. Rob congratulated Veronica on being chosen as one of the top CEOs to Know. Rob reported that MercyOne is focusing on service line rationalization and what the structure of care will look like going forward. He also reported that as of March 1, 2023, Genesis is part of MercyOne.

15. Board Communication

- a. **Chair Comments**
- b. **Trustee Comments**

No other comments were made.

16. CLOSED SESSION IOWA CODE 21.5(1) (a) and (i)

Heath Greiner stated that the Board would go into closed session at 6:00 pm pursuant to Iowa Code § 21.5.1.(a) and (i). Nolan Eakins made a motion to go into closed session, seconded by Donna Olinger. Heath asked board members to vote "yes" or "no" on the question of going into closed session.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

Heath asked that the following people stay; Brenna White, and Veronica Fuhs.

Reconvene Open session: 7:03 pm

17. NEXT MEETING DATE

The next scheduled regular meeting is Monday, April 17, 2023, at 5:00 p.m.

18. ADJOURNMENT

A motion was made by Donna Olinger seconded by Nolan Eakins to adjourn the meeting. Motion unanimously carried.

The meeting was adjourned at 7:04 p.m.

Chairperson or Vice- Chair

Secretary/ Treasurer or Board Member

Lisa Barrett, Administrative Assistant