

Meeting Name: Windom Area Health Board of Directors' Meeting

AGENDA

Purpose: Provide governance for Windom Area Health			
Meeting Date/Time/Location: Monday, July 22, 2019 / Meeting 5:30 – 6:30 pm / Large Conference Room			
Members: All WAH Governing Board members		Present:	
		Absent:	
		Others:	
Recorder: Janel Eichstadt			
Category / Topic	Action step(s) / Updates	Leader:	
STANDING ITEMS			
Call to Order	Call Windom Area Health Governing Board meeting to order at 5:30 p.m. by Board Chair, Dr. Michael Fisher.	Dr Michael Fisher	
Minutes	Approve Windom Area Health Governing Board minutes from regular meeting of June 24, 2019. (Board motion)	Dr Michael Fisher	
COMMITTEE REPORTS			
Professional Practice / Quality & Planning	Review committee activities.	Kay Gross	
Finance / Personnel / Labor Relations & Building & Grounds	Review committee activities.	Ann Bartelt	
OTHER REPORTS			
Statistical & Financial Performance Reports	Review & recommend approval of statistical & financial reports. (Board motion)	John P.	
Funded Depreciation Transfer	Review & approve Funded Depreciation Account transfer. (Board motion)	John P.	
Educational Assistance Applications	Review & recommend approval of application(s) for educational assistance. (Board motion)	John P.	
New / Dept Transfer Employees	Report on employees recently hired / transferred.	Emily M.	
Medical Staff Credentialing	Review & approve medical staff credentialing, upon recommendation from WAH Medical Staff. (Board motion)	Dr AJ Yusuf/ Shelby M.	
Medical Staff Meeting Update	Review WAH Medical Staff meeting business.	Dr AJ Yusuf/ Shelby M.	
Patient Concern Reports	Review patient concern reports and patient survey comments.	Shelby M./ Kathy B.	
Patient Safety Reports	Review patient safety activities.	Kathy B.	
Administration	Review Executive Summary Reports /Approve WAH committee meeting reports. (Board motion to approve cmte reports)	Sr.Mgmt Tm	
City of Windom	Informational update.	Steve Nasby JoAnn Ray	
Sanford Health Network	Informational update.	Terry Mahar, VP	

WAH Foundation Board	Foundation Board not meeting in July.	Shelby M.
WAH Auxiliary	June Auxiliary meeting minutes included in Governing Board book.	Shelby M.
NEW & OLD BUSINESS		
New Business	Follow up discussion between Board Executive Committee and Avera Corporate representatives	Dr Michael Fisher
Old Business	Motion to adjourn into Governing Board Executive Session to review Medical Staff By-laws changes. <i>(Board motion)</i>	Shelby M.
CONCLUSION		
	Conclude WAH Governing Board meeting.	Dr Michael Fisher

Meeting Name: Windom Area Health Board of Directors' Meeting

MINUTES

Purpose: Provide governance for Windom Area Health	
Meeting Date/Time/Location:	Monday, June 24, 2019 / Meeting 5:30 pm / Large Conference Room
Members: All WAH Governing Board members	Present: Dr. Michael B. Fisher, Ann Bartelt, Kay Gross, Laura Fresk, Mary Holmen, Cindy Espenson, Dan Ortman, Kim Armstrong/CFO, Emily Masters/CHRO, Kathy Becker/DON, Shelby Medina/CEO, Terry Mahar/Sanford Health Network VP Absent: Julie Brugman/Mt. Lake Advisory mbr, Dr. AJ Yusuf/Chief of Staff Others: JoAnn Ray/City Council Liaison, Steve Nasby/City Administrator Janel Eichstadt
Recorder:	Janel Eichstadt

Category / Topic	Action step(s) / Updates	Leader:
STANDING ITEMS		
Call to Order	Windom Area Health Governing Board meeting was called to order at 5:30 pm by Board Chair, Dr. Michael Fisher.	Dr Michael Fisher
Minutes	M/S/C UNANIMOUSLY TO APPROVE WINDOM AREA HEALTH GOVERNING BOARD MINUTES FROM THE REGULAR MEETING OF MAY 28, 2019 (GROSS/FRESK).	Dr Michael Fisher

COMMITTEE REPORTS		
Professional Practice / Quality & Planning	Shelby presented information regarding the status of the new clinic lease for Hartberg Medical Clinic and Windom Family Medical Center. Currently, no agreement has been reached on lease terms with either clinic. An additional meeting is scheduled for July 10, 2019 to continue discussions on the updated lease agreement. Shelby noted intent is to have this new lease agreement signed by each clinic by September 1, 2019 with the new lease becoming effective January 1, 2020. Information regarding a meeting with WAH Executive Board officers and Avera corporate clinic representatives was recently held to address possible sharing of services upon completion of the new Avera Medical Group Clinic. Avera representatives noted ground breaking of the new clinic is planned to take place this summer. M/S/C UNANIMOUSLY TO SCHEDULE A WAH GOVERNING BOARD EXECUTIVE SESSION BEGINNING AT 6:30 P.M. JULY 22 ND , TO DISCUSS STRATEGIC PLANNING OF MEDICAL SERVICES FOR WINDOM AREA HEALTH (ORTMANN/BARTELT).	Kay Gross
Finance / Personnel / Labor Relations & Building & Grounds	M/S/C UNANIMOUSLY TO APPROVE SENDING ACCOUNTS TOTALING \$41,072.37 TO REVENUE RECAPTURE AND; RECOMMEND APPROVAL OF 16 FINANCIAL ASSISTANCE ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$17,014.15 (BARTELT/ESPENSON). M/S/C UNANIMOUSLY TO ACCEPT THE FOLLOWING RESIGNATIONS: HYPERBARIC TECH EFFECTIVE 6/27/19 AND CORRECT THE RESIGNATION DATE OF A PREVIOUSLY REPORTED RN FROM 5/30/19 TO RESIGNATION DATE OF 6/2/19 WHICH WAS APPROVED AT THE MAY 28, 2019 GOVERNING BOARD MEETING (BARTELT/FRESK). A progress update was given regarding a recent meeting held with the two independent medical providers in the adjoining clinics to the hospital to discuss a new lease agreement. It was noted no clinic lease agreement was reached at this meeting and an additional meeting has been set in the near future to continue lease discussions. An update was given on strategic planning of health care services with the impending construction of a new Avera clinic. Discussion was held regarding a proposal of a monetary donation totaling \$10,000 to the City of Windom for the relocation of new tennis and pickle ball courts planned for construction at the Windom Recreation Area. It was agreed upon this donation ties into WAH's Community Health and Wellness initiatives. M/S/C UNANIMOUSLY TO APPROVE A DONATION TOTALING \$10,000 TO THE CITY OF WINDOM FOR THE RELOCATION OF NEW TENNIS AND PICKLE BALL COURTS IN THE WINDOM RECREATION AREA (BARTELT/ORTMANN). Kim briefly reported on the CliftonLarsonAllen annual hospital audit completed last week for FY2019. The final audit will be presented to the Governing Board at the August 26, 2019 meeting.	Ann Bartelt

OTHER REPORTS		
Statistical & Financial Performance Reports	May 2019, first month of FY2020, statistical and utilization graphs were reviewed. The month's total patient revenue was above budget projections; contractual adjustments, as a percentage of revenue, were below budget projections; total operating expenses were below budget expectations; net operating revenue and total operating expenses factored together left a net gain totaling \$194,946. FY2020 year-to-date net income totals \$194,946 on a projected budget of \$73,516. Days in A/R were reported at 44.1 and Days Cash on Hand totaled 254. M/S/C UNANIMOUSLY TO APPROVE MAY 2019 STATISTICAL AND FINANCIAL PERFORMANCE REPORT AS PRESENTED (GROSS/BARTELT).	Kim A.

Funded Depreciation Transfer	M/S/C UNANIMOUSLY TO AUTHCRIZE THE TRANSFER OF \$306,872.97 FROM THE FUNDED DEPRECIATION ACCOUNT TO WAH CHECKING ACCOUNT FOR MAY 2019 CAPITAL ACQUISITIONS (BARTELT/ESPENSON).	Kim A.
Educational Assistance Applications	There were no Educational Assistance applications submitted for Governing Board action.	Kim A.
New / Department Transfer Employees	WAH new hires include two interns for the summer Power program and the transfer of Dori Hansen from the Payroll/Human Resources position to the Accounting Assistant position effective July 21, 2019.	Emily M.
FY2019 Audit Update	Kim noted CliftonLarsonAllen auditing firm was onsite June 19-20, 2019, to perform the annual hospital audit. The final audit will be presented to the Governing Board by Corey Boelter from CliftonLarsonAllen at the August 26 Governing Board meeting. M/S/C UNANIMOUSLY, UPON RECOMMENDATION FROM THE MEDICAL STAFF, TO APPROVE THE FOLLOWING: (BARTELT/GROSS)	Kim A.
Medical Staff Credentialing	APPOINTMENT: Jaime Johnson, PA Cardiology Allied Health Professionals REAPPOINTMENTS: Gaither Bynum, M.D. Emergency Medicine Emergency Services Tonia Carpenter, RN Cardiology Allied Health Professionals Carolyn Larson, CRNA Anesthesia Allied Health Professionals Beth Lentz, RN Cardiology Allied Health Professionals Elden Rand, M.D. Cardiology Consulting Brittany Reed, RN Cardiology Allied Health Professionals SANFORD TELEMEDICINE APPOINTMENT: Lilian Ebuoma, M.D. Radiology Telemedicine VRAD REAPPOINTMENTS: Frederick Anderson, M.D. Teleradiology Telemedicine Laurie Gutstein, M.D. Teleradiology Telemedicine Dawood Malik, M.D. Teleradiology Telemedicine RESIGNATIONS: (for informational purposes) Jason Akrami, M.D. Teleradiology Telemedicine Elaine Khatod, M.D. Teleradiology Telemedicine Discussion took place regarding a new policy on medical abbreviations. Due to the absence of a member of the Medical Staff at this meeting, the new abbreviation policy was not approved; however, the policy will be presented again at the July Medical Staff meeting for continued review and discussion.	Shelby M.
Patient Concern Reports	May 2019 Patient Concern Reports and patient survey comments were reviewed and found to be appropriately addressed.	Shelby M./ Kathy B.
Patient Safety Reports	Kathy noted there were no reportable patient falls, no documented skin integrity issues to patients, no use of patient restraints, and no opioid-related deaths. Kathy noted there were no reportable adverse events for the month.	Kathy B.
Governing Board Member Attendance Policy	Shelby presented a new draft policy titled, Governing Board Member Meeting Attendance Requirements, which she was requested to develop by board members, to provide guidelines on Governing Board meeting attendance expectations of current and future WAH Governing Board members. The policy was approved as presented contingent upon the addition of an amendment be added stating the removal of a Governing Board member shall be approved upon recommendation by the City Council. M/S/C UNANIMOUSLY TO APPROVE THE POLICY, GOVERNING BOARD MEMBER MEETING ATTENDANCE REQUIREMENTS, AS PRESENTED WITH THE ADDITION OF AN AMENDMENT: STATING, "FAILURE, WITHOUT GOOD CAUSE, TO SATISFY THOSE REQUIREMENTS SHALL BE GROUNDS FOR REMOVAL FROM THE GOVERNING BOARD BY THE CITY COUNCIL OR THE COMMITTEE BY THE GOVERNING BOARD CHAIR, UPON RECOMMENDATION FROM THE CITY COUNCIL. (ORTMANN/GROSS)	Shelby M.
HR Trends	Emily presented a PowerPoint presentation on WAH turnover rates and other employee statistics along with data from MN Hospital Association for average comparison measurements. Data presented was from 2013-May, 2019.	Emily M.
Administration	Executive Summary reports from members of the Sr. Management Team were included in the Board books for review. Director of Nursing, Kathy Becker, reported Debra Snedden, contracted RN, who is filling in during nursing vacations and	Sr.Mgmt Tm

	<p>FMLA's will end her contract August 31, 2019. Kathy thanked Debra for her willingness to assist the Nursing Dept by filling shifts while on vacations/leaves.</p> <p>Chief Human Resources Officer, Emily Masters, reported several communities will be holding their annual summer celebrations and noted Windom Area Health is proud to help sponsor these community celebrations with monetary donations and/or participating in the event.</p> <p>Chief Financial Officer, Kim Armstrong, thanked WAH staff responsible for doing prior authorizations with insurance companies to assist patients in receiving specified medical services.</p> <p>CEO, Shelby Medina, recognized the Wound & Hyperbaric Healing Center as they near their first year anniversary. She noted the Wound Center, to date, has exceeded all established benchmarks set when the Center opened almost one year ago.</p> <p>M/S/C UNANIMOUSLY TO APPROVE THE FOLLOWING WINDOM AREA HEALTH COMMITTEE MEETING REPORTS AS PRESENTED BY MEMBERS OF THE SR. MANAGEMENT TEAM (BARTELT/ORTMANN):</p> <ul style="list-style-type: none"> • PATIENT FAMILY ADVISORY COUNCIL (PFAC) • EMERGENCY PREPAREDNESS 	Steve Nasby JoAnn Ray
City of Windom	<p>The Highway 60 construction project through Windom is currently running slightly ahead of schedule. Tennis and Pickle Ball courts are currently in the designing phase with a presentation to the City Council expected in the near future on what is being proposed for the Windom Recreation Area. Steve thanked Windom Area Health Governing Board for their contribution towards this project. City of Windom Street committee is currently discussing CY2020 street projects.</p>	Terry Mahar, VP
Sanford Health Network	<p>Terry spoke about Tyto-Care, which is a home device that can be integrated into a phone app, which connects to a Sanford clinic to aid in diagnosing illnesses, saving time in traveling to a health care facility for emergency care or non-life threatening events. He noted Sanford has collaborated with Tyto-Care to market this device at an affordable cost.</p> <p>The 2nd International Golf Tournament will be taking place in Sioux Falls September 16-22nd. Volunteers are being sought to assist with helping at this event.</p>	Shelby M.
WAH Foundation Board	Foundation Board did not meet in June.	Shelby M.
WAH Auxiliary	May Auxiliary meeting minutes were included in the Governing Board book.	Shelby M.
NEW & OLD BUSINESS		
New Business	There was no new business to report.	Dr Michael Fisher
Old Business	Shelby noted review of the WAH Medical Staff By-laws has been completed by legal and board members can begin discussions and potential revisions at a near future date. <p>M/S/C UNANIMOUSLY FOR THE WAH GOVERNING BOARD TO BEGIN REVIEW OF THE WAH MEDICAL STAFF BYLAWS IN A GOVERNING BOARD EXECUTIVE SESSION AT THE JULY 22, 2019 BOARD MEETING (ORTMANN/FRESK).</p>	Shelby M.
Board Education	There was no Governing Board education.	
CONCLUSION		
	Meeting was concluded by Governing Board Chair, Dr. Michael Fisher.	Dr Michael Fisher

Signature _____, Ann Bartelt, Governing Board Secretary

WINDOM AREA HOSPITAL

GOVERNING BOARD EXECUTIVE SUMMARY

as of July 18, 2019

WAH MISSION: "Dedicated to Health"

CHIEF EXECUTIVE OFFICER REPORT

- **Organizational Updates**
 - WAH Auxiliary has selected the Newborn Hearing equipment as there capital request to fund raise and support. Raffle tickets are currently available to purchase. Due date for purchase is August 20th with the drawing to be held on August 27th.
 - Abby Kipfer, RD, will join the WAH team on Tuesday, July 23rd.
 - Service line updates:
 - Pain Clinic – we are in the process of credentialing and contracting with Tim Klassen, CRNA, for pain management services. Tentative goal start date is September 1st.
 - ENT – we are currently working with Dr. DeSautel, ENT/Allergy, to provide outreach clinics at WAH. Contracting negotiations and credentialing are currently underway
 - Dr. Erbes – Dr. Erbes, Podiatry, will resume his outreach clinic effective July 19th.
 - Currently speaking to New Ulm Medical Center for outreach services in Podiatry and Neurology
 - Windom Mayor and council expressed interest in WAH providing the council with organizational and industry updates during council sessions. I will plan to accommodate this request on a quarterly basis, or more when requested
- **Industry Updates**
 - New laws and effective dates:
 - Wage theft –effective July 1, 2019 with penalties applied effective August 1, 2019
 - Opioid Legislation: Effective July 1, 2019
 - Limits on opioid prescriptions and filling dates
 - Limits on quantity prescribed
 - Prescription Drug Monitoring Program
 - Health care directive instructions
 - Health record instructions
 - For pharmacists – Identification requirement for controlled substance prescriptions
 - Hospital billing and transparency
 - Facility fee identification – August 1, 2019
- **Committee Meeting Updates**
 - Work Place Violence: Will report in August
 - Infection Control: Will report in August
 - Emergency Preparedness: Will report in September
 - Pharmacy and Therapeutics: Will report in August
 - Performance Improvement: Will report September
 - Utilization Review – 1st quarter 2019
 - Readmission rate was 3% with PI goal of less than 7%
 - 4 readmissions for quarter 1 – all reviewed and appropriate with no lapses in care transitions, discharge planning or discharge education.
 - Continued stay reviews for inpatient and observation totaled 89 charts (69 acute/ 20 obs). All appropriate admission documentation was present.
 - Total of 41 hours and 15 minutes written off due to length of time for admit orders and stays exceeding 48 hours
 - 3 total denials due to the following:
 - Humana – not medically necessary
 - BC/BS – inpatient admission citing no prior authorization
 - BC/BS – OB admission citing unable to approve level of care
 - Transfer rate from ED equals 928 total patients – 116 transferred out (13%) / admissions 41 (4%)

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of July 18, 2019

WAH MISSION: *"Dedicated to Health"*

DIRECTOR OF NURSING REPORT

- **Medical/Surgical/OB/Emergency Room:**
 - Windom Area Health will be hosting a Comprehensive Advanced Life Support (CALS) course July 31st thru August 2nd. WAH has 4 RNs, 2 local providers, and a variety of RNs and providers from other hospitals in the area attending.
 - Currently have one 0.6 FTE RN position open. Tarynn Dallenbach, RN, started on 7/16/19 as a 0.6 FTE RN. Another conditional offer for 0.6 FTE RN is pending passing of the boards.

- **Diabetes Management/Oncology:**
 - Diabetic Educator and Registered Dieticians working with local provider on a potential new service of implanted diabetic monitoring system.

- **Surgery:**
 - Micara completed education day with surgery staff on 7/15/19 reviewing scenarios such as emergency C-sections, malignant hyperthermia, and fire in the OR.
 - Temporary surgical RN will be starting second week in August. This is to provide coverage for a maternity leave in October. He comes highly recommended with critical access OR experience specializing in ortho, scopes, and OB related surgeries.

- **Committee Meetings**
 - OB Committee: nothing to report at this time. Next meeting scheduled for 8/5/19.
 - ER/Trauma/Stroke Committee: No meeting
 - ✓ Did have follow-up phone call with the State for trauma designation application on 7/9/19. Only a few suggestions but states the application looked good. The State will be scheduling the site visit with WAH late September early October for our trauma redesignation.
 - MHA Safety Data as of July 10th.
 - Falls – 1 – no injury
 - Skin Integrity - 0
 - Restraints – 0
 - Opioid Deaths - 0

WINDOM AREA HOSPITAL

GOVERNING BOARD EXECUTIVE SUMMARY

as of July 18, 2019

WAH MISSION: *"Dedicated to Health"*

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources

- We are currently recruiting for the following positions:
 - RN
 - Dietary Aide/Cook
 - Radiology Technologist – PRN
 - Hyperbaric Tech/LPN/Safety
 - Lab Technician
- We are working with the City of Windom to ensure compliance with Pay Equity, which may result in modifications to non-union pay scales.

Marketing/Public Relations/Foundation

- We hosted a professional, corporate photographer onsite on July 18th to take photos of several departments to create 'stock' photos to use for marketing purposes.
- A local/hospital channel will be added to our new TV service, allowing us to advertise and promote events and services inside the hospital.
- A special 'testimonial' edition of the BEAT was released in the July 21st Shopper.

Community/Employee Health and Wellness

- A walking challenge will start August 12th where staff will be tasked to 'walk across America'. A kick-off family picnic is scheduled for August 8th and local fire, police and EMS will be invited.
- Employee screenings were recently conducted for City of Mt. Lake employees as part of our services to local businesses.
- We will be receiving a \$2,000 grant from Big Bend Wind to use towards a Food Rx program.

June/July – Donations/Events

- Donated prizes to the Cottonwood County Animal Rescue Dog Walk
- Donated prizes to the BARC Block Party for the silent auction
- Hosted \$2 Tuesday at Senior Dining for 39 diners and promoted the Wound Center
- Donated magnets for Mt. Lake new resident packages
- Donated \$100 to HCAM (state auxiliary)

Committee Meetings

- Employee Focus Finance: Two requests were approved for an Employee Challenge event with a prize of a paid department lunch, and DQ Treat Day for all staff.
- Patient & Family Advisory Committee: No Report
- Safety: No Report
- Safe Patient Handling: No report.

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

As of July 18, 2019

WAH MISSION: *"Dedicated to Health"*

CHIEF FINANCIAL OFFICER REPORT

NGS Audit of FY18

- NGS (National Government Services) has subcontracted with Medaccountant to perform a desk review of our fiscal year 2018 Medicare Cost Report. NGS is our support agency for Medicare and Medicaid.

New Service Lines

- Staff have been working on contracts, compliance, set-up, computer interfaces, coding and billing for professional charges for WAH Wound Center staff to go to Skilled Nursing Facilities (SNF's).
- We are exploring interventional pain management services with Tim Klassen, CRNA.

**Meeting Name: Windom Area Health Professional Practice / Quality & Planning Committee
AGENDA**

Purpose: Oversee WAH compliance with regulations and laws; receive recommendations from the Medical Staff, oversee preparation and implementation of strategic plans, receive and consider all quality reports, and recommend board approval to agenda items as requested.

Meeting Date/Time/Location: Monday, July 22, 2019 / 4:00-4:30 pm / Large Conference Room

Members: Kay Gross, Mary Holmen, Dan Ortmann, Dr. Michael Fisher-ex officio, Julie Brugman/Mt Lake Advisory Mbr, Emily Masters/CHRO, Kim Armstrong/CFO, Kathy Becker/DON, Shelby Medina/CEO

Present:
Absent:
Others:

Facilitator: Kay Gross, Chairperson
Recorder: Janel Eichstadt

Category / Topic	Action step(s) / Updates	Leader:
STANDING ITEMS		
Call to Order	Call Professional Practice/Quality & Planning Committee meeting to order at 4:00 p.m. by Committee Chair.	Kay Gross
Minutes	Approve minutes from the regular Committee meeting of June 24, 2019. (Cmte Motion)	Kay Gross
FOLLOW-UP ITEMS		
Clinic Lease Follow up	Review next steps.	Shelby M.
Strategic Plan Update	Review next steps.	Dr. Fisher/ Shelby M.
CURRENT ITEMS		
CONCLUSION		
	Conclude meeting.	Kay Gross

**Meeting Name: Windom Area Health Professional Practice / Quality & Planning Committee
MINUTES**

Purpose: Oversee WAH compliance with regulations and laws, receive recommendations from the Medical Staff, oversee preparation and implementation of strategic plans, receive and consider all quality reports, and recommend board approval to agenda items as requested.	
Meeting Date/Time/Location: Monday, June 24, 2019 / 4:00pm / Large Conference Room	
Members: Kay Gross, Mary Holmen, Dan Ortmann, Dr. Michael Fisher-ex officio, Emily Masters/CHRO, Kim Armstrong/CFO, Kathy Becker/DON, Shelby Medina/CEO, Terry Mahar/Sanford Health Network VP Julie Brugman/Mt Lake Advisory Mbr, Emily Masters/CHRO, Kim Armstrong/CFO, Kathy Becker/DON, Shelby Medina/CEO	
Facilitator:	Kay Gross, Chairperson
Recorder:	Janel Eichstardt

Category / Topic	Action step(s) / Updates	Leader:
STANDING ITEMS		
Call to Order	The Professional Practice/Quality & Planning Committee meeting was called to order at 4:13pm by Co-chair, Dr. Michael Fisher.	Dr. M. Fisher
Minutes	M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF MAY 28, 2019, AS PRESENTED (HOLMEN/ORTMANN). Kay Gross arrived at 4:17pm and took over as meeting's Committee Chair with Dr. M. Fisher returning as Committee ex-officio.	Dr. M. Fisher

FOLLOW-UP ITEMS		
Clinic Lease Follow up	Shelby and Dr. Fisher shared information relating to a recent meeting regarding a new updated lease agreement with the Hartberg Medical Clinic and Windom Family Medical Center. They noted no lease agreement has been reached to date. Another meeting has been scheduled for July 10, 2019 to meet with the clinic physicians to continue discussions on lease terms. An invitation has been extended to these clinic physicians to attend the July 22 nd Professional Practice meeting, if they choose, to discuss the proposed new lease. Shelby noted a new lease agreement signing date for these two clinics has been extended to September 1, 2019, with the new lease agreement becoming effective January 1, 2020.	Shelby M. & Dr. M. Fisher
Clinic Strategic Plan Update	Dr. Fisher reported information from a meeting recently held between WAH Executive Board officers and Avera corporate clinic representatives regarding building plans, service lines, and potential sharing of medical services between Windom Area Health and Avera Medical Group with the impending construction of the new Avera clinic. This was an informational meeting only with no board action necessary.	Dr. M. Fisher

CURRENT ITEMS		
HR Trends	Emily noted she would be sharing a PowerPoint presentation pertaining to Windom Area Health staff turnover and other employee statistics comparing statistical information from the MN Hospital Association, at the Governing Board meeting. She inquired if committee members had questions regarding informational graphs included in the board book for addressing those questions during her presentation. No additional information was requested from Committee members.	Emily M.
CONCLUSION		
	Chair, Kay Gross, concluded the Professional Practice/Quality & Planning Committee meeting.	Kay Gross

Statement of Confidentiality: Records, data, and knowledge, including minutes collected for and by individuals or committees, or committees assigned peer review functions, are confidential, not public records and are not available for court subpoena in accordance with Minnesota MSA 145.61-145.67.

**WINDOM AREA HEALTH
CREDENTIALING**

JULY 22, 2019

APPOINTMENT:

Mark G. DeSautel, M.D. ENT/Allergy Courtesy

REAPPOINTMENTS:

Thomas Goodlaxson, RN	Orthopedics	Allied Health Professionals
Jacqueline Haan, RN	Cardiology	Allied Health Professionals
Amanda Miller, RN	Vascular	Allied Health Professionals
Corey Welchlin, D.O.	Orthopedics	Consulting

SANFORD TELEMEDICINE REAPPOINTMENT:

John Lewis, M.D. Emergency Medicine Telemedicine

vRAD APPOINTMENT:

Mary Phillips, M.D. Teleradiology Telemedicine

vRAD REAPPOINTMENTS:

Dean Batten, M.D.	Teleradiology	Telemedicine
Michael Cobb, M.D.	Teleradiology	Telemedicine
Thomas Vreeland, M.D.	Teleradiology	Telemedicine

ADDITIONAL PRIVILEGE REQUEST:

Timothy Klassen, CRNA Anesthesia Allied Health Professionals

- Sympathetic Blocks
- Trigger Point Injections 1-2 muscles & 3+ muscles, scar injections, ligament/tendon injections, Piriformis muscle injection, nerve blocks
- Large Joint/Bursa Injection, Intermediate Joint/Bursa Injection, Small Joint/Bursa Injection
- Continuous Radiofrequency Nerve Ablation

RESIGNATIONS: *(informational purposes only)*

Robert Dayer, M.D. Emergency Medicine Emergency Services

CHANGE IN PRACTICE LOCATION: *(informational purposes only)*

Dr. Erbes – Dulcimer Medical Center - Fairmont, MN

JUNE COMMENTS

Responses documented in this report are typed exactly as was received in the survey.

EMERGENCY DEPARTMENT

1. overall nurses were very good, dr. did not listen to me asi had a bad case of indigestion/gas pain and I was treated like I had a heart condition. many expensive unnecessary tests that were not needed and delayed indigestion medicine to relieve gas because of it, told I had to see a heart dr. ASAP. The heart dr. told me all tests and readings were normal which means I was right and was overly charged for unnecessary tests instead of just given gas medicine to relieve pain. Feel like I was taken for a fool.
2. All good. (Doctors) Back x-ray done in ER. (Tests) Family member arrived after I was in ER. (Family/Friends) No delays (Personal/Ins. Info) I didn't have to wait (Arrival)
3. Hospitalized (Personal)
4. ER dr misdiagnosed xr and ct. (Arrival)
5. I was the only person in the ER, so I rec received all the attention and care I needed. The doctor was very good at listening and visiting about my issue. (Arrival) Dr. Issa was excellent. (Open)

INPATIENT

1. It was great. (Comments)
2. Very happy with my care after hip replacement!! Doctors & nurses are the best!!!
3. Care was very good. Food medicine. Diet I was on... no fault of the kitchen. (Medical)
4. Awesome! (Medical)
5. My doctor was excellent. He explained everything to me. The nurses were wonderful. (Swingbed)
6. The postpartum rooms need more comfortable recliners. They were not comfy for my husband or myself (I had a C/S). The evening meal, the cook's choice should not be a sandwich out of the grab & go. It would be nice if there were mini fridges in the post partum rooms for breast milk & beverages. (OB)

OUTPATIENT

1. I was helped right away (Registration) Very helpful, very clean (facility) Very helpful (Personal) Very good (Overall) The doctor – the receptionist – the nurse that did the service (Comments)(Mammography)
2. every appointment I had was excellent. staff were professional and kept me informed about what would happen next. she checked my pain level and asked if I was okay frequently. (Tests/treatment) maintenance walked in my room when the lights were off and I was in traction (Personal) Teri (Comments) (Therapy)
3. Very good (Registration) Everyone was good (Comments) (Mammography)
4. Very good tech (Tests) (Mammography)
5. The receptionist, *Carmen, had contacted me to pre-register for PT. She was very nice & helpful. (Registration) PT staff are all very good I see *Mitch Boeck. He's very good. I enjoy going to PT. (Tests) *Mitch Boeck - *Carmen the receptionist. (Open) (Therapy)
6. Always good (Registration) Very polite and accomodating staff (Tests) Very clean (Facility) No complaints (Personal Issues) Windom Hospital always recognizes their staff as a job well

JUNE COMMENTS

****Responses documented in this report are typed exactly as was received in the survey.****

- done. Keep that up. All the staff I had contact with were great whether it was check in or the actual procedure. (Comments) (Mammography)
7. Very excellent consultation. (Overall) Everyone was helpful (Comments) (Ortho)
 8. good experience everything went smoothly (Registration) each person I worked with that day did an equally excellent job (Comments) (CT)
 9. came early went right to prep area (Registration) (Other)
 10. Nicole is very pleasant, helpful and knowledgeable. (Other) (OT)
 11. It concerns me to see staff answer their phones during treatment without resanitizing their hands before continuing. (Personal Issues) The staff is caring and professional.(Overall) Chris Rettke (Comments) (Other)
 12. All of my visits have been good – very helpful – very professional - very friendly and positive!! (Registration) Excellent concerns for me – All the instructions were shown to me before I started work on a machine. (Tests/treatment) All of my experiences have been excellent. Very clean, neat and pleasant! (Facility) I would definitely recommend your facility to other people. Cleanliness in all aspects was perfect! (Overall) I have only used the Physical Therapy, but the entire staff was excellent! (Open)
 13. Always good. (Registration) Very polite and accommodating. (Tests) Very clean. (Facility) Excellent staff at facility. (Overall) Windom Hospital always recognizes their staff as a job well done. Keep that up. All the staff I had contact with were great whether it was check in or the actual procedure. (Comments)
 14. My CT scan (which was my first ever) was very smooth!! The staff was wonderful!!!! (Tests) There was just a tiny "mix-up" with the Provider's Order. The Provider had the Order correct, but that information didn't get changed/updated at the hospital. Was just a minor issue, that was resolved within 10 minutes. Otherwise, my experience was great!!!! Thank you!! (Overall) Not sure of names, but the man that did my CT Scan, plus the girl that was there also. They were both very kind, compassionate, and very professional! (Comments) (CT)
 15. I was able to get in for a short notice appointment with a different rehab person and it was great. (Comments) (Overall) Both Carmens and Mitch. (Therapy)
 16. Laura was very friendly and helpful during the registration process. (Overall) (MRI)
 17. Open wound specialist, Naomi Bach, helpful, caring and very professional. (Comments) (Other)
 18. Rob in xray did a good job of explaining what he was doing and was very efficient. (Comments) (X-Ray)

*We added a question on our surveys in July asking if there was a staff member that they wanted to recognize for going above and beyond what they expected to meet their needs and provide excellent care.

EMPLOYEE RECOGNITION

1. Dr. Dynes
2. Jackie Fester

Meeting Name: Windom Area Health Finance / Personnel / Labor Relations & Building & Grounds Committee
AGENDA

Purpose: Review and recommend annual operating budget and capital expenditure plan, review and recommend capital expenditures, review and evaluate monthly financial reports, review and recommend approval of annual audit report, and recommend board approval to agenda items as requested.

Meeting Date/Time/Location: **Monday, July 22, 2019 / 4:30-5:15 pm / Large Conference Room**

Members: Ann Bartelt, Laura Fresk, Cindy Espenson, Dr. Michael Fisher-ex officio, Julie Brugman/Mt Lk Advisory Mbr, Kim Armstrong/CFO, Emily Masters/CHRO, Kathy Becker/DON, Shelby Medina/CEO

Present:
Absent:
Others:

Facilitator: Ann Bartelt, Chairperson
Recorder: Janel Eichstadt

Category / Topic	Action step(s) / Updates	Leader:
STANDING ITEMS		
Call to Order	Call Finance/Personnel/Labor Relations & Building & Grounds meeting to order at 3:00 p.m. by Committee chair.	Ann B.
Minutes	Approve minutes from regular meeting of June 24, 2019. <i>(Cmte Motion)</i>	Ann B.
Revenue Recapture & Financial Assistance	Review & recommend approval of accounts. <i>(Cmte Motion / Bd Motion)</i>	John P./ Jennifer D.
Employee Resignations/ Terminations	Review & recommend acceptance of resignations / terminations. <i>(Cmte Motion / Bd Motion)</i>	Emily M.
FOLLOW-UP ITEMS		
Clinic Lease Update	Review next steps.	Shelby M
Strategic Plan Update	Review next steps.	Dr. Fisher/ Shelby M.
CURRENT ITEMS		
CONCLUSION		
	Conclude meeting.	Ann B.

Meeting Name: Windom Area Health Finance / Personnel / Labor Relations & Building & Grounds Committee
MINUTES

Purpose: Review and recommend annual operating budget and capital expenditure plan, review and recommend capital expenditures, review and evaluate monthly financial reports, review and recommend approval of annual audit report, and recommend board approval to agenda items as requested.

Meeting Date/Time/Location: Monday, June 24, 2019 / 4:30 pm / Large Conference Room

Members: Ann Bartelt, Laura Fresk, Cindy Espenson, Dr. Michael Fisher-ex officio, Kim Armstrong/CFO, Emily Masters/CHRO, Kathy Espenson, Dr. Michael Fisher-ex officio, Julie Brugman/Mt Lk Advisory Mbr, Kim Armstrong/CFO, Emily Masters/CHRO, Kathy Becker/DON, Shelby Medina/CEO
Absent: Julie Brugman/Mt Lake Advisory Mbr
Others:

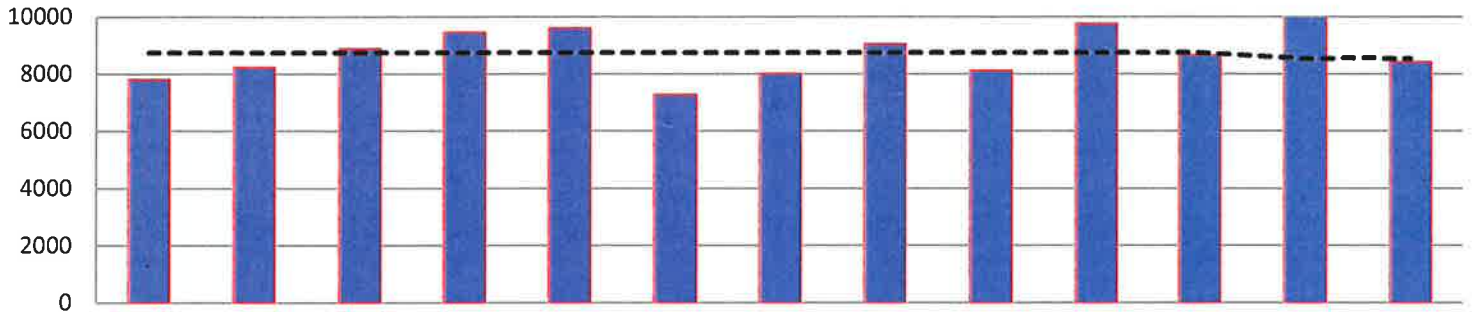
Recorder: Ann Bartelt, Chairperson
 Janel Eichstadt

Category / Topic	Action step(s) / Updates	Leader:
STANDING ITEMS		
Call to Order	Finance/Personnel/Labor Relations & Building & Grounds Committee meeting was called to order at 4:40pm by Chair, Ann Bartelt.	Ann B.
Minutes	M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF MAY 28, 2019, AS PRESENTED (ESPENSON/FRESK).	Ann B.
Revenue Recapture & Financial Assistance	M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL TO SEND ACCOUNTS TOTALING \$41,072.37 TO REVENUE RECAPTURE AND; RECOMMEND APPROVAL OF 5 NEW ACCOUNTS, 2 AT 100% WRITE OFF TOTALING \$5235.12 AND 3 ACCOUNTS AT 50% WRITE OFF TOTALING 6519.77; 7 ACCOUNTS WITH BALANCES BELOW \$1500 WITH ALL ACCOUNTS APPROVED FOR 100% WRITE OFF TOTALING \$2768.51; AND 4 PREVIOUSLY APPROVED ACCOUNTS WITH 3 ACCOUNTS FOR 100% WRITE OFF TOTALING \$2436.21, AND 1 ACCOUNT FOR 75% WRITE OFF TOTALING \$54.54; WITH ALL FINANCIAL ASSISTANCE ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$17,014.15 (FRESK/ESPENSON). In month 2 of FY2020, accounts totaling \$44,061.79 have been approved for Financial Assistance on a budget of \$200,000.	Kim A.
Employee Resignations/Terminations	M/S/C UNANIMOUSLY TO RECOMMEND ACCEPTING THE FOLLOWING RESIGNATIONS – HYPERBARIC TECH EFFECTIVE 6/27/19, AND CORRECT RESIGNATION DATE OF A PREVIOUSLY REPORTED RN FROM 5/30/19 RESIGNATION DATE TO ACTUAL RESIGNATION DATE OF 6/2/19, WHICH WAS APPROVED AT THE MAY 28, 2019 GOVERNING BOARD MEETING (ESPENSON/FRESK).	Emily M.
FOLLOW-UP ITEMS		
Clinic Lease Update	Shelby and Dr. Fisher shared information relating to a recent meeting regarding a new updated lease agreement with the Hartberg Medical Clinic and Windom Family Medical Center. They noted no lease agreement has been reached to date. Another meeting has been scheduled for July 10, 2019 to meet with the clinic physicians to continue discussions on lease terms. An invitation has been extended to these clinic physicians to attend the July 22 nd Professional Practice meeting, if they choose, to discuss the proposed new lease. Shelby noted a new lease agreement signing date for these two clinics has been extended to September 1, 2019, with the new lease agreement becoming effective January 1, 2020.	Shelby M
Donation	Kim led discussion regarding a proposal for a monetary donation totaling \$10,000 to the City of Windom for the relocation of new tennis and pickle ball courts planned for construction at the Windom Recreation Area. Committee consensus was to proceed with the donation as this project ties into WAH's Community Health and Wellness initiatives. M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF A \$10,000 MONETARY DONATION TO THE CITY OF WINDOM FOR THE RELOCATION OF NEW TENNIS AND PICKLE BALL COURTS IN THE WINDOM RECREATION AREA (ESPENSON/FRESK).	Kim A.
Clinic Strategic Plan Update	Dr. Fisher reported information from a meeting recently held between WAH Executive Board officers and Avera corporate clinic representatives regarding building plans, service lines, and potential sharing of medical services between Windom Area Health and Avera Medical Group with the impending construction of the new Avera clinic. This was an informational meeting only with no board action necessary.	Dr. Fisher
FY2019 Audit Update	Kim gave a brief update on the CliftonLarsonAllen field audit completed last week. She stated the final FY2019 audit presentation will be given by Kcroy Boelter from CliftonLarsonAllen at the August 26 th Governing Board meeting.	Kim A.

CURRENT ITEMS		
HR Trends	Emily noted she would be sharing a PowerPoint presentation pertaining to Windom Area Health staff turnover and other employee statistics comparing statistical information from the MN Hospital Association, at the Governing Board meeting. She inquired if committee members had questions regarding informational graphs included in the board book for addressing those questions during her presentation. No additional information was requested from Committee members.	Emily M.
CONCLUSION		
	Committee Chair, Ann Bartelt, concluded the Finance/Personnel/Labor Relations & Building & Grounds Committee meeting.	Ann B.

LAB PROCEDURES

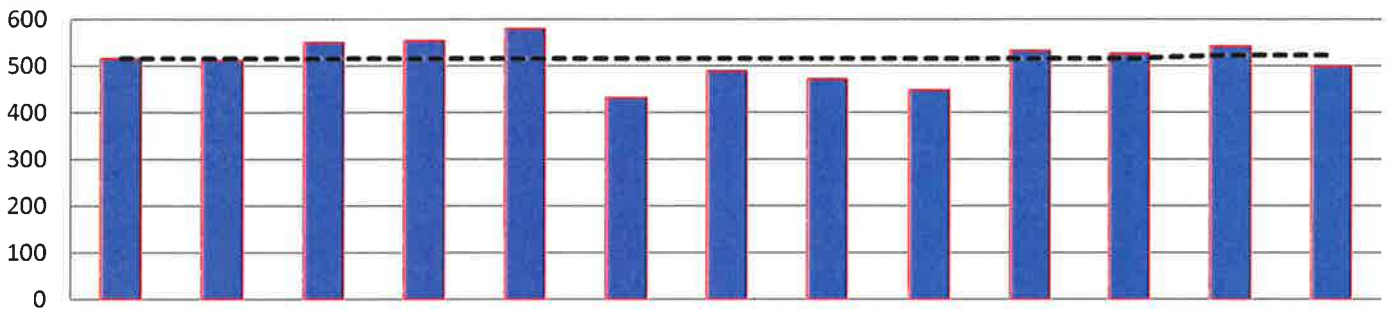
Lab Proc Budget



	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19
Lab Proc	7816	8227	8889	9455	9613	7278	8009	9060	8116	9767	8657	10444	8422
Budget	8750	8750	8750	8750	8750	8750	8750	8750	8750	8750	8750	8542	8542

IMAGING PROCEDURES

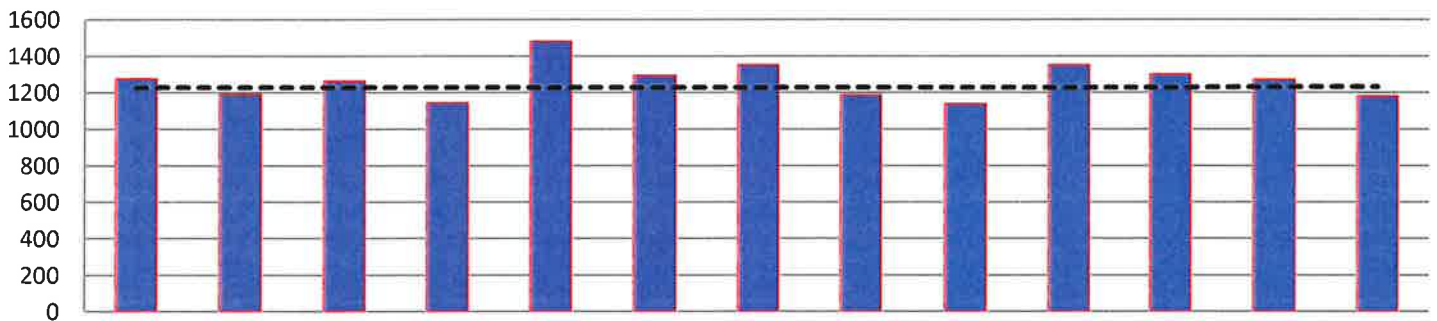
Imaging Proc Budget



	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19
Imaging Proc	516	512	550	553	579	431	489	472	448	532	526	542	499
Budget	516	516	516	516	516	516	516	516	516	516	516	523	523

REHAB MODALITIES

Rehab Modalities Budget



	Jun 18	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19
Rehab Modalities	1274	1189	1263	1143	1478	1293	1350	1184	1137	1350	1300	1271	1179
Budget	1229	1229	1229	1229	1229	1229	1229	1229	1229	1229	1229	1233	1233

WINDOM AREA HEALTH
INCOME STATEMENT

	6/30/2019		Revenue		Revenue		Revenue	
	6/30/2019	Comparison	Budget 2020	Comparison	Y-T-D 2020	Comparison	Budget 2020	Comparison
PATIENT REVENUE								
Inpatient Revenue	\$703,004	24.89%	\$808,470	25.75%	\$1,532,368	25.32%	\$1,616,940	25.75%
Outpatient Revenue	\$2,121,187	75.11%	\$2,330,763	74.25%	\$4,519,844	74.68%	\$4,661,526	74.25%
Total Patient Revenue	\$2,824,191	100.00%	\$3,139,233	100.00%	\$6,052,212	100.00%	\$6,278,466	100.00%
Contractual Adjustments	\$1,164,661	41.24%	\$1,360,821	43.35%	\$2,494,736	41.22%	\$2,721,642	43.35%
Other Income	\$18,088	0.64%	\$14,502	0.46%	\$34,947	0.58%	\$29,004	0.46%
NET OPERATING REVENUE	\$1,677,618	100.00%	\$1,792,914	100.00%	\$3,592,423	100.00%	\$3,585,828	100.00%
EXPENSE								
Employee Salaries	\$580,825	34.62%	\$651,616	36.34%	\$1,225,651	34.12%	\$1,303,232	36.34%
Employee Benefits	\$189,390	11.29%	\$201,742	11.25%	\$387,050	10.77%	\$403,484	11.25%
Pharmaceuticals	\$61,773	3.68%	\$120,833	6.74%	\$119,472	3.33%	\$241,666	6.74%
Supplies	\$92,879	5.54%	\$128,626	7.17%	\$212,350	5.91%	\$257,252	7.17%
Rents & Utilities	\$25,740	1.53%	\$27,271	1.52%	\$50,528	1.41%	\$54,542	1.52%
Purchased Services	\$384,463	22.92%	\$346,026	19.30%	\$809,803	22.54%	\$692,052	19.30%
Other Direct Expenses	\$104,580	6.23%	\$116,860	6.52%	\$230,422	6.41%	\$233,720	6.52%
Provision for Bad Debts	\$116,088	6.92%	\$16,775	0.94%	\$126,748	3.53%	\$33,550	0.94%
Depreciation	\$118,491	7.06%	\$122,333	6.82%	\$239,804	6.68%	\$244,666	6.82%
Total Operating Expense	\$1,674,229	99.80%	\$1,732,082	96.61%	\$3,401,828	94.69%	\$3,464,164	96.61%
Income (loss) From Operations	\$3,389	0.20%	\$60,832	3.39%	\$190,595	5.31%	\$121,664	3.39%
Investment Income	\$19,902	1.19%	\$18,351	1.02%	\$41,704	1.16%	\$36,702	1.02%
Other Revenue/(Expenses)	(\$14,177)	-0.85%	(\$5,667)	-0.32%	(\$28,237)	-0.79%	(\$11,334)	-0.32%
Non Operating Rev/Exp	\$5,725	0.34%	\$12,684	0.71%	\$13,467	0.37%	\$25,368	0.71%
Increase in Net Assets	\$9,114	0.54%	\$73,516	4.10%	\$204,062	5.68%	\$147,032	4.10%
Month								

Windom Area Hospital Auxiliary Meeting June 10, 2019

The Windom Area Hospital Auxiliary held their monthly meeting Monday, May 13, 2019 at 6:00 p.m. in the Large Conference Room. The meeting was called to order by President Mary Klosterbuer and a welcome was given to all present followed by the Auxiliary Prayer and Pledge of Allegiance. 19 members were present and reported their hours.

M/S Pam Dobson/Connie McCarthy to approve the agenda. Motion carried.

Recording Secretary's Report – Marlene Smith, Recording Secretary

- M/S Dona Olson/Pat Lenz to approve the minutes as presented of the May 13, 2019 meeting. Motion carried.

Treasurer's Report – Gerri Burmeister

- Balance on hand on May 31, 2019 was \$7,158.95. M/S Diane Sykora/Karla Taber to approve the Treasurer's Report for the month of May. Motion carried.
- Marlene Smith reported that the books have been audited and all was in order.

Auxiliary Liaison – Emily Saffert (No report)

Corresponding Secretary – Betty Olson (Mary Klosterbuer)

- Betty was absent. Mary will let her know to send a get-well card to Judy Woizeschke who has been in the hospital.

Publicity – Linda Dawson (No report)

Membership – Nete Grunewald (Mary Klosterbuer)

- We have 38 paid Active Members and 2 that have not paid at this time.
- We have 26 paid Associate Members and 5 that have not yet paid.
- Total membership trend from 2010 to 2019 shows membership decreasing.

Program – Rozanne Gronseth

- Our speaker for July will be Angie Erickson with Windom Area Health Pharmacy.

Gift Center – Pat Lenz & Karla Taber

- Windom Pottery now has items in the Gift Center.
- Karla Taber reported on balloons. We have lots of balloons and they can be purchased for \$3.00 each.

MAHV – Minnesota Association of Hospital Volunteers – Marlene Smith, District E Chairperson

- MAHV Annual Conference will be September. 15-17. Please consider attending.
- Marlene Smith and Karen Skarphol attended the MAHV Spring Forum in Hendricks and will also attend the state meeting in St. Cloud on June 13th.
- Windom will host the District E meeting on Thursday, October 17.

Administrator's Report – Shelby Medina, CEO

- The Therapy and Rehab remodeling project is now complete. Cardiac Rehab is now located in the former Rehab treatment room and Pulmonary Rehab is located in the Nursing Department.
- In reviewing April 2019 financials, it appears Windom Area Health exceeded its FY2019 budget expectations. Shelby expressed her appreciation for working with a really great team at Windom Area Health.
- Auditors will be onsite June 18-20 to perform the annual hospital audit.

- Kraus/Anderson Construction Company is helping with the planning of replacing mechanical equipment within the facility. There is equipment needing to be replaced and those pieces need to be identified before Windom Area Health can apply for grants to assist with replacement costs. The next department to be renovated after addressing needs for mechanical equipment will be the Emergency Department.
- Avera has purchased the Bloch farm property located adjacent to the WAH campus. Currently Avera is looking for investors to purchase this piece of land from them, which will be the new site for the Avera Medical Group clinic.

Old Business:

- Dona Olsen reported that fifty-seven people enjoyed the ice cream sundaes served at the WAH Staff Appreciation on May 15 during Hospital Week. Door prizes of \$10 gift certificates were won by Leigh Rolshoven, Tori Mortenson, and Emily Saffert.
- Diane Vellema reported that the Auxiliary treated the EMS team to pizza and bars in May.
- The Auxiliary is ready to purchase fabric for the weighted blanket covers.
- Dona Olsen reported the Auxiliary members filled 150 bags for the Vickie Schendel Fun Run.
- Connie McCarthy reported Auxiliary volunteers handed out water during the Vickie Schendel Fun Run during Riverfest.
- Sue Curley reminded attendees to return the red volunteer forms.
- Pam Dobson has put together an Event Report Form for recording information about an event. These forms will be kept in a notebook in the Auxiliary "Clubhouse" for chairpersons for future use.

New Business:

- Raffle Tickets:
 - Committee members are Diane Sykora, Sue Curley, and Betty Olson.
 - Members voted to designate Newborn Hearing Screening equipment as the Auxiliary project for this year. Cost for the new equipment is approximately \$13,000. To date, the WAH Foundation has raised \$2,740 for this project.
 - A decision was made to order 1,500 tickets for this year's raffle. Drawing for winners will be held on KDOM Tuesday, August 27, during Kaleidoscope.
- Mary Klosterbuer reviewed 2018-2019 goals. We achieved 2 of our 3 goals.
- Mary Klosterbuer presented potential goals drafted by the Auxiliary Board for 2019-2020. Members voted on the new goals and will be officially adopted at the July 8th meeting.

Hostesses for tonight – Sharon Schmidt & Romelle Wojahn

- Hostesses for July – Connie McCarthy & Margaret Juhnke
- Hostesses for August – Jane Boyer & Judy Woizeschke

Meeting was adjourned at 7:40 p.m.

Future Events:

- August 12 – next meeting at 6:00 p.m.
- August 14 – 17, 2019 Cottonwood County Fair
- September 15 – 17 - MAHV Annual Conference
- October 17 – MAHV District E hosted by Windom

Marlene Smith, Recording Secretary