

Meeting Name: Windom Area Health Governing Board of Directors

AGENDA

Purpose: Provide governance for Windom Area Health			
Meeting Date/Time/Location: Monday, November 22, 2021 / 5:30 pm / Large Conference Room			
Members: All Windom Area Health Governing Board Mbrs		Present:	
		Absent:	
		Others:	
Recorder: Janel Eichstadt, Admin Asst			
Category / Topic		Action step(s) / Updates	Leader:
STANDING ITEMS			
Call to Order	Call Windom Area Health Governing Board meeting to order at 5:30 pm by WAH Governing Board chairperson		Kay Gross
Meeting Minutes	Approve Windom Area Health Governing Board minutes from the regular meeting of October 25, 2021. <i>(Board motion)</i>		Kay Gross
COMMITTEE REPORTS			
Professional Practice / Quality & Planning Cmte	Review Committee activities		Kay Gross
Finance / Personnel / Labor Relations & Building & Grounds Cmte	Review Committee activities		Justin Schmit
OTHER REPORTS			
Statistical & Financial Performance Reports	Review & recommend approval of statistical & financial reports <i>(Board motion)</i>		John Peyerl
Capital Acquisition Activity	Review & recommend approval of capital acquisition activity <i>(Board motion)</i>		John Peyerl
Educational Assistance Applications	Review & recommend approval of application(s) for educational assistance <i>(Board motion)</i>		Emily Masters
New / Department Transfer Employees	Report of recently hired / transferred employees		Emily Masters
Medical Staff Credentialing & Meeting Update	<ul style="list-style-type: none"> • Review & approve medical staff credentialing, upon recommendation from WAH Medical Staff <i>(Board motion)</i> • Report on business addressed at WAH Medical Staff meeting 		Dr M Olson Shelby M
Patient Concern Reports	Review patient concern reports and patient survey comments		Shelby M Kelsey A
Patient Safety Reports	Review patient safety activities		Kelsey Andrews
Administration	<ul style="list-style-type: none"> • Review / Update Sr Management Team Executive Summaries • Review / Approve WAH committee meeting reports as presented <i>(Board motion)</i> 		Sr Mgmt Team
City of Windom	Informational update		Steve Nasby Lisa Farag
Sanford Health Network	Informational update		Terry Mahar, VP
WAH Foundation Board	Foundation Board not meeting in November 2021		Shelby Medina
WAH Auxiliary	Auxiliary met November 8, 2021. Minutes from October 11, 2021 meeting included in Board book		Shelby Medina

NEW & OLD BUSINESS		
Old Business	Next meeting Monday, December 20, 2021 due to Christmas/New Year's Holidays	Kay Gross
New Business		Kay Gross
CONCLUSION		
	Conclude WAH Governing Board meeting	Kay Gross
Board Education	Presentation by Danielle Bunting, Revenue Cycle Director	Shelby M

Meeting Name: Windom Area Health Governing Board of Directors

MINUTES

<p>Purpose: Provide governance for Windom Area Health</p>	
<p>Meeting Date/Time/Location: Monday, October 25, 2021 / 5:30 pm / Large Conference Room</p>	
<p>Members: All Windom Area Health Governing Board Mbrs Present: Dan Ortmann, Ann Bartelt, Kay Gross, Terry Tegels, Laura Fresk, Julie Brugman/Mt Lk Advisory Mbr, John Peyerl/CFO, Emily Masters/CHRO, Kelsey Andrews/DON, Shelby Medina/CEO, Terry Mahari/Sanford Health Network VP Other Attendees: Dr. M. Olson/Chief of Medical Staff, Steve Nasby/City of Windom Administrator, Lisa Farag/Windom City Council Liaison Absent: Dr. Michael Fisher, Justin Schmit</p>	
<p>Recorder: Janel Eichstadt, Admin Asst</p>	
Category / Topic	Leader:
STANDING ITEMS	
Call to Order	Windom Area Health Governing Board meeting was called to order at 5:30 pm by Board Vice-chairperson, Kay Gross.
Meeting Minutes	M/S/C UNANIMOUSLY TO APPROVE WINDOM AREA HEALTH GOVERNING BOARD MINUTES FROM THE REGULAR MEETING OF SEPTEMBER 27, 2021 AS PRESENTED (ORTMANN/FRESK).
COMMITTEE REPORTS	
Professional Practice / Quality & Planning Cmte	A job posting and media ad for a Medical Director at Windom Area Health has been posted for this new position. Candidates will be interviewed by WAH Medical Staff members and Governing Board members when applicants have been determined. Administration and RN Nursing Union have recently agreed modifying work shifts to 12-hour shifts instead of 8-hour shifts beginning January 1, 2022 for all newly hired nurses. Shelby noted current RN's have been given the option to remain working 8-hour shifts or make a onetime transfer to 12-hour shifts. An update was given on the Emergency Dept renovation project. Plans are to complete this project in one phase with the Emergency Dept temporarily relocating to the 130-150 patient room wing. The project is expected to begin after Thanksgiving with estimated project time of approximately 3-4 months.
Finance / Personnel / Labor Relations & Building & Grounds Cmte	M/S/C UNANIMOUSLY TO APPROVE SENDING ACCOUNTS TOTALING \$75,243.78 TO AAA COLLECTIONS AND APPROVE 3 FINANCIAL ASSISTANCE ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$13,650.98 (BARTELT/TEGELS). In month 6 of FY22, financial assistance accounts approved for write off totaled \$27,847.81 on a budget of \$125,000. M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE FOLLOWING RESIGNATION - 1 FT PAYROLL/HUMAN RESOURCES COORDINATOR RESIGNATION EFFECTIVE NOVEMBER 19, 2021 (GROSS/FISHER). Shelby noted a meeting is planned for November 11 th with TeleSolutions, WAH's new telehospitalist physician group, and WAH physicians to confirm details of TeleSolutions coverage plans amongst other details when this company begins providing telehospitalist services to Windom Area Health beginning January 2022. A new Hologics 3D mammography unit is tentatively planned for installation in WAH's Imaging Dept by the end December 2021. This unit is being leased through Central MN Diagnostics Inc. for WAH to offer mammography services Monday - Friday. FVI, John Peyerl discussed information regarding the Phase IV Covid application recently submitted for providing relief funds. Emily Masters shared information regarding an appreciation gift proposal for the dedication and resilience of Windom Area Health employees during the Covid-19 pandemic. This appreciation gift would pay WAH employees that remain employed as of the anticipated payment date in January 2022. Total estimated cost for this program is \$124,037. John Peyerl noted if approved for Phase IV funds, the appreciation gift may be paid from that balance, but if not, the program would be funded through operations. M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE APPRECIATION GIFT COMPENSATION PACKAGE TO WAH EMPLOYEES AS PRESENTED (BARTELT/ORTMANN)
OTHER REPORTS	
Statistical & Financial Performance Reports	September 2021 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 slightly above budget expectations; net operating revenue and total operating expenses factored together left a net increase in assets totaling \$589,352. FY2021 year-to-date net income totals \$1,343,408 on a projected budget of \$385,708.
	John Peyerl

	<p>increase in assets totaling \$589,352. FY2021 year-to-date net income totals \$1,343,408 on a projected budget of \$385,708. Days in A/R were reported at 46.25 and Days Cash on Hand totaled 372.</p> <p>M/S/C UNANIMOUSLY TO APPROVE SEPTEMBER 2021 STATISTICAL AND FINANCIAL PERFORMANCE REPORTS AS PRESENTED (TEGELS/FRESK)</p> <p>M/S/C UNANIMOUSLY TO AUTHORIZE THE TRANSFER OF \$96,901.89 FROM THE FUNDED DEPRECIATION ACCOUNT TO WAH CHECKING ACCOUNT FOR SEPTEMBER 2021 CAPITAL ACQUISITIONS (BARTELT/FRESK).</p> <p>M/S/C UNANIMOUSLY TO APPROVE THE REQUESTED PURCHASE OF A NEW MEDICAL VAC SYSTEM AT A COST OF \$7272 (TEGELS/ORTMANN)</p>	John Peyerl
Capital Acquisition Review	<p>There were no Educational Assistance applications submitted requiring Governing Board action.</p> <p>The following new hires and department transfers were reported: 1 part-time screener effective October 10, 2021, 1 FT HUC effective November 2, 2021 and 2 Nursing Dept transfers – floor RN to Performance Improvement/Risk position effective October 24, 2021 and 1 RN moving to PRN status effective November 7, 2021.</p>	Emily Masters
Educational Assistance Applications	<p>M/S/C UNANIMOUSLY TO APPROVE THE REVISED WAH EDUCATIONAL ASSISTANCE POLICY AND PLAN AS PRESENTED (BARTELT/ORTMANN).</p>	Emily Masters
New / Department Transfer Employees	<p>M/S/C UNANIMOUSLY, UPON RECOMMENDATION FROM THE WAH MEDICAL STAFF, TO APPROVE MEDICAL STAFF CREDENTIALING AS PRESENTED (FRESK/ORTMANN).</p> <p>APPOINTMENT: Bradford Johnson, M.D. Emergency Medicine Emergency Services</p> <p>REAPPOINTMENTS: Elena Canfield, M.D. Emergency Medicine Emergency Services Susan Goodemote, CNP Family Medicine Allied Health Professionals Scott Pham, M.D. Cardiology Consulting Karen Uecker-Bezdicek, CNP Family Medicine Allied Health Professionals Michelle Vanhove, CNP Cardiology Allied Health Professionals David West, M.D. Ophthalmology Consulting</p>	Emily Masters
Policy Review	<p>SANFORD TELEMEDICINE APPOINTMENTS: Jon Christensen, D.O. Emergency Medicine Telemedicine</p> <p>VRAD APPOINTMENTS: Barbara McCorvey, M.D. Teleradiology Telemedicine Mary Huff, M.D. Teleradiology Telemedicine Jonathon Lee, M.D. Teleradiology Telemedicine</p> <p>VRAD REAPPOINTMENT: Alison Robinette, M.D. Teleradiology Telemedicine</p> <p>RESIGNATIONS: None</p> <p>Dr. Olson reported on agenda items addressed at the Medical Staff meeting held earlier in the day. She noted physicians are continuing their work on the current Bylaws with a primary focus on the proper procedure for addressing patient complaints regarding physicians. A physician meeting is scheduled for November 11, 2021, with the new telehospitalist group, TeleSolutions, and WAH physicians to discuss details of this company's services and determine WAH physician needs of the TeleSolutions providers.</p>	Dr M Olson
Medical Staff Credentialing & Meeting Update	<p>September 2021 Patient Concern Reports and patient survey comments were reviewed and found to be appropriately addressed.</p>	Shelby M / Kelsey A
Patient Concern Reports	<p>Kelsey shared there was 0 reportable patient falls; 0 documented patient skin integrity issues; 0 use of patient restraints; and 0 opioid-related deaths. Kelsey noted there were no reportable adverse events for the month as of October 21, 2021.</p>	Kelsey Andrews
Patient Safety Reports	<p>Kelsey presented information regarding a meeting held with Dr. Botker, Orthopedic MD, and WAH physicians regarding changes in the length of stay requirements from insurance companies mandating patients receiving joint replacement</p>	Sr Mgmt Team
Administration		

	<p>surgeries. He noted most joint replacement patients will now be experiencing shorter hospital stays, however close monitoring of home cares will be addressed with each patient prior to them leaving the hospital. Kelsey shared Nursing is experiencing increased numbers of Covid 19 positive patients in their department. She noted additional respiratory equipment has been ordered to provide better respiratory support for our patients. Emily shared workforce recruitment efforts have become difficult due to Covid issues. Because of this issue, a \$500 referral bonus is being awarded to WAH employees who refer a person to apply for a job opening and the candidate is successfully hired for that position.</p> <p>Shelby shared that Sanford podiatrist, Dr. Nichols, has requested an increase to his Outreach clinic and Wound Center coverage due to increased patient volumes. Beginning January 2022, he will be increasing his services to 2 days per month.</p> <p>M/S/C UNANIMOUSLY TO APPROVE THE FOLLOWING WAH COMMITTEE MEETING REPORTS AS PRESENTED (TEGELS/FRESK)</p> <ul style="list-style-type: none"> • PATIENT & FAMILY ADVISORY COMMITTEE 	
City of Windom	<p>City of Windom will be switching to a different auditor firm for CY2021's audit. Windom City Council recently completed its 2022 budget planning. The Telecom committee has an opening for a board member. Cemstone property development is progressing. Cemstone has plans to relocate to North Windom Industrial Park in the future with a new housing development taking place at their current site.</p> <p>An update was given on Covid statistics throughout the United States and Minnesota. Terry noted Covid booster vaccines are now available from all 3 major vendors, Johnson & Johnson, Moderna, and Pfizer.</p> <p>WAH Foundation Board will be meeting Tuesday, October 26, 2021. Meeting minutes from the Foundation Board meeting of August 17, 2021 were included in the Board books.</p> <p>WAH Auxiliary met October 11, 2021. Minutes from their meeting of September 13, 2021 were included in Board books.</p>	Steve Nasby & Lisa Farag Terry Mahar, VP Shelby Medina Shelby Medina
NEW & OLD BUSINESS		
Old Business	There was no old business to report.	Kay Gross
New Business	There was no new business to report.	Kay Gross
CONCLUSION		
	The WAH Governing Board meeting was concluded by Board Vice-chair, Kay Gross.	Kay Gross
Board Education	Emily Saffert and Dia Lefebvre from WAH's Marketing Dept, gave a presentation on the various responsibilities and roles they are responsible for in marketing Windom Area Health's healthcare services and events offered to the various communities WAH is involved with.	Shelby Medina

Signature _____, Dan Ortmann, Governing Board Secretary

**WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
as of November 18, 2021
WAH MISSION: "Dedicated to Health"**

CHIEF EXECUTIVE OFFICER REPORT

- **Organizational Updates**
 - Emergency Room Renovation:
 - **MODIFICATIONS:** To respond to departments who will be relocated due to the Emergency Department renovation, we have had to reallocate space to accommodate these departments: Marketing will move to the physicians lounge (please note: the physician lounge has been significantly underused for the past five years. This space was deemed the best space allowing marketing to easily move without much expense); Cardiac Rehab will be temporarily moved to the Nursing Conference Room (please note: this space was deemed the best space for patients and requires little added expense).
 - Telehealth Solutions:
 - Dr. Ghannam with Telehealth Solutions met with the medical staff and senior team on November 11th. Anticipated coverage for tele hospitalist services is slated to start the week of January 17, 2022.
 - Outreach Clinic Change:
 - Dr. Erbes announced his retirement and communicated he will no longer hold outreach services after December.
 - Sysco Food Service:
 - WAH was given notice of an anticipated strike of Sysco truck drivers. WAH does have a contingency plan in place in the event we experience food distribution disruptions. Depending upon the length of strike, if it occurs, we may have to consider suspending food services to employees and the public.
 - Lab Manager Announcement: I am pleased to announce that Jill Liepold has accepted the Lab Manager position.

- **MHA Federal Updates:**

COVID-19 UPDATE

- [Appeals Court Halts OSHA Vaccine Mandates](#)
The 5th U.S. Circuit Court of Appeals is blocking the OSHA vaccine mandate for employers of 100 or more people. The issue is expected to make its way to the Supreme Court.
 - [Surgeon general warns of uptick in COVID-19 cases as cold weather arrives](#)
Surgeon General Vivek Murthy warned Americans on Sunday of a possible uptick in COVID-19 cases as the winter season approaches while reiterating the urge for people to get vaccinated. Murthy urged Americans to get booster shots in anticipation of an uptick in cases over the holidays.
 - ['They See Us as the Enemy': School Nurses Battle Covid-19, and Angry Parents](#)
School nurses, who were already stretched thin before the pandemic, say that they are overworked and overwhelmed.
 - [What We Know So Far About Waning Vaccine Effectiveness](#)
As tens of millions who are eligible in the U.S. consider signing up for a COVID-19 booster shot, a growing body of early global research shows that the vaccines authorized in the U.S. remain highly protective against the disease's worst outcomes over time, with some exceptions among older people and those with weakened immune systems.
 - [COVID-19, flu vaccines safe to give at the same time, study shows](#)
A UK study yesterday in *The Lancet* finds that flu and COVID-19 vaccines can be safely co-administered.
- **Committee Meeting Updates**
 - Work Place Violence: **No Report until Dec/Jan**
 - Infection Prevention: **No Report until Dec/Jan**
 - Emergency Preparedness: **No Report until Jan/Feb**
 - Pharmacy and Therapeutics: **No Report until Dec/Jan**
 - PI/ Risk: **No Report until Dec/Jan**
 - Utilization Review: **No Report until Dec/Jan**

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
As of November 18, 2021
WAH MISSION: "Dedicated to Health"

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was \$527,452 compared to a budget of \$73,538. Our net patient revenue was \$633,630 more than last October. The YTD operating income is 14.0% compared to a budget percentage of 3.2%.

The volume of inpatient activity in October was the most in terms of admissions and patient days that WAH has experienced since December of 2020. Patient volumes were substantially above budget for the first time this fiscal year. Inpatient admissions exceeded budget by ten admissions. Acute patient days exceeded budget by sixteen days. Activity on the outpatient side produced volumes and revenues higher than budget expectations for the fifth consecutive month. Seventy-nine percent of our gross revenues came from outpatient activity, which is close to the yearly average of eighty-two. Acute admissions totaled thirty-six. Those thirty-six admissions produced ninety-one inpatient days for an average daily census of 2.9. That average daily census for acute activity is the highest since November 2020. There were two Swing Bed admissions for the month. Those patients equated to sixteen swing bed days. Outpatient gross revenue was \$625,000 more than budget and \$926,000 more than last October.

- Imaging procedure counts continue to be strong, exceeding budgeted numbers again in October. Imaging performed 725 procedures compared to a budget of 550.
- Laboratory volumes exceeded budget expectation. Last fiscal year laboratory tests averaged about 10,068 in a given month. There were 11,379 in the month of October this year.
- Ninety-one surgical procedures were performed in October, which is twenty-six above our budgeted number. Five of those surgeries were joint replacements.
- Rehab Therapy performed 1,707 modalities in October. Breaking the 1,500 threshold again. That total is 382 more modalities than the budgeted number of 1,325.

Contractual adjustments came in at 41.65% for the month. Contractual adjustments are budgeted at 44%. YTD is currently at 42.79%.

Overall, expenses were \$46,000 more than budget. The areas exceeding budget were provision for bad debts at \$14,000, Salaries at \$30,000, Supplies at \$7,000, Other Direct Expenses at \$15,000 and Purchased Services at \$41,000 more.

Looking Forward:

- Investment of Reserves
- FY2023 Budget Preparation

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of November 18th, 2021

WAH MISSION: *"Dedicated to Health"*

DIRECTOR OF NURSING REPORT

- **Medical/Surgical/OB/Emergency Room:**
 - In our outpatient area, we are continuing to utilize Regeneron for COVID positive patients who are not on oxygen and still within 10 days of symptom onset. The Federal government is now allotting the doses out to facilities based on need. MNRAP, an online request needs to be filled out by the provider or patient and that will send a referral to a hospital.
 - The simulation truck was here November 18th. We had them focus on obstetric emergencies and chest tube insertion and complications. We chose the chest tube insertion and complications because, as of late, we have been seeing more chest tube needs.
 - Last week we moved the temporary Emergency Department to the 130's/150's patient hallways. This is in preparation of the ED remodel, which is planned to begin at the end of November.
 - Nursing has one nursing position open at this time
 - On November 2nd we had Allyson Jensen start as a 0.9 FTE Health Unit Coordinator.

- **Diabetes Management/Oncology:**

- **Surgery:**
 - The surgical nurses were trained on our respiratory ventilator in preparation of possibly needing to keep critical patients here longer with the bed availability at larger facilities being more difficult to find. If we need to keep a vented patient here, we want to ensure we have extra staff who are able to help care for the patient.

- **Committee Meetings**
 - ER committee nothing to report
 - OB committee nothing to report

 - MHA Safety Data as of November 16th.
 - Falls – 1
 - Skin Integrity - 0
 - Restraints – 0
 - Opioid Deaths – 0
 - Reportable Events – 0

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
as of November 15, 2021
WAH MISSION: "Dedicated to Health"

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - Growth & Development Coordinator
 - Surgery Manager
 - Community Health Worker
 - Radiology Tech – PRN
 - RN - .8 FTE
 - HR/Payroll Coordinator
 - IT Technician
 - Dietary Aide/Cook
 - Medical Director
- HR is currently gathering medical and religious exemption forms for employees related to the vaccine mandate from CMS. We are also organizing provider-led education sessions for employees on the vaccine, and encouraging employees to seek out the vaccine with their primary care provider or other local pharmacy resource.
- As of 11/15/21, we are at 75% vaccinated for flu and 65.4% vaccinated for COVID.

Community Health and Wellness/Wellness Center

- We had a huge turnout for our Spooky Path event on October 29th. We estimate that close to 200 kids and their families came out to enjoy the great weather and spooky decorations.
- We are providing two informational lunch and learns for Federated Rural Electric in Nov/Dec.
- Anna Snyder, Community Health & Wellness Manager, organized a winter clothing drive through the Windom Integration Committee for the Hy Life employees experiencing winter for the first time! It was a huge success and very appreciated.

Marketing/PR

- Our rehabilitation video is currently running as a paid digital ad. With this push our rehab video has went from 247 views to 3,948 views after the paid run.

Donations/Sponsorships

- Windom Hockey Association - \$21.75 in Band-Aid dispensers for goodie bags for event

Committee Meetings

- Employee Focus/Finance: Funds were used for employee costume participation. Request was also asked/approved for holiday cookies.
- Patient & Family Advisory Committee: No report.
- Safety: Committee met on 10/27/21. Discussion held on the security measures needed for the temporary relocation of the ED to the 130s/150s wings. There was recently a software update to our secure doors. Fire drills are still being performed virtually due to COVID-19, and all requirements have been met. Product recalls were reviewed. Members were asked to review and share the holiday decoration policy. Routine rounding was conducted in various departments with any deficiencies noted. One work related injury was reported in quarter 3. 811.09 hours of PTOS/SICK was used in 3rd quarter.
- Safe Patient Handling: Discussed during the 10/27/21 Safety Meeting, an inflatable transfer devise was demoed to the nursing staff.

Fiscal Year 2021-2022

WAH Operational & Strategic Goals		Target	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22
SERVICE														
Complete Master Plan to Accommodate New Patient Rooms for Outpatient Services	4/30/2022													
Optimize Usage of Technology to Provide Optimal Healthcare to Community	4/30/2022													
Ambulatory Net Promoter Score	83.3%	n/a	n/a	66.7%	75.0%	75.0%	75.0%	100.0%						
OP Net Promoter Score	80.6%	n/a	n/a	70.5%	77.5%	65.8%	65.8%	69.9%						
Emergency Dept Net Promoter Score	49.1%	n/a	n/a	46.4%	47.5%	74.3%	74.3%	25.60%						
Wound Center Overall Pt. Satisfaction	>92%	94.5%	100.0%	100.0%	100.0%	100.0%	94.0%	99.0%						
QUALITY														
Falls per 1000 Patient Days	0.0	n/a	n/a	10.7	n/a	n/a	n/a	0.0						
Patient Falls with Injuries	0.0	n/a	n/a	10.7	n/a	n/a	n/a	0.0						
Hand Hygiene	100%	98.7%	99.6%	97.2%	96.9%	n/a	n/a	98.12						
Patient Experience/HCAHPS Recommend	81%	n/a	n/a	83.3%	n/a	n/a	n/a	70						
How would you rate/HCAHPS	83%	n/a	n/a	88.1%	n/a	n/a	n/a	80						
Communication with Nurses	89%	n/a	n/a	90.5%	n/a	n/a	n/a	86.5						
Communication with Doctors	85%	n/a	n/a	95.1%	n/a	n/a	n/a	95.6						
Readmission within 30 days	<5%	n/a	n/a	0.0%	n/a	n/a	n/a	1.18						
Wound Center Patient Healing Rate	>92%	100.0%	96.0%	100.0%	100.0%	100.0%	100.0%	93.0%						
FINANCIAL														
Income (Loss) from Operations to Budget	3.87%	3.35%	1.68%	14.09%	16.09%	24.06%	22.40%							
Days in Accts Receivable	<53	54.45	46.66	51.9	52.04	46.25	47.80%							
Days Cash on Hand	>150	382	383	392	388	372	387							
GROWTH														
Surgeries to Budget	71	66	86	70	52	66	81							
Wound Center New Patients	17	19	23	22	21	22	24							
Wound Center Encounters	135	190	246	234	232	243	217							
SNF/ALF Wound Center New Patients	no target # established	6	4	5	6	1	8							
SNF/ALF Wound Ctr Encounters/Telehealth	no target # established	54	40	34	45	29	27							
Wound Ctr New Patients for HBO Treatmts	1.6	0	0	1	1	1	0							
COMMUNITY														
WAH Hosted Events w/ Commun Participnt	2/year	0	0	0	0	0	0							

1 Go w/ Gut Lunch/Trm
3 Go w/ Gut Lunch/Trm
Halloween Spooko Path

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, October 25, 2021 / 4:30 pm / Large Conference Room

Members: Justin Schmit, Ann Bartelt, Dan Ortman, Dr. Michael Fisher-ex officio, Julie Brugman/Mt Lake Advisory Mbr, John Peyerl/CFO, Emily Masters/CHRO, Kelsey Andrews/DON, Shelby Medina/CEO

Present: Ann Bartelt, Dan Ortman, Kay Gross, Julie Brugman/Mt Lake Advisory Mbr, John Peyerl/CFO, Emily Masters/CHRO, Kelsey Andrews/DON, Shelby Medina/CEO, Terry Mahar/Sanford Health Network VP
 Absent: Dr. Michael Fisher-ex officio
 Others:

Chairperson (or Acting Chairperson)

Ann Bartelt, Acting Chairperson

Janel Eichstadt, Admin Asst

Recorder:

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 4:30 pm by Acting-chairperson, Ann Bartelt

Ann B

Minutes

M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF SEPTEMBER 27, 2021, AS PRESENTED (BRUGMAN/ORTMANN)

Ann B

Collections & Financial Assistance

M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL TO SEND PATIENT ACCOUNTS TOTALING \$75,243.78 TO AAA COLLECTIONS; RECOMMEND APPROVAL OF THE FOLLOWING FINANCIAL ASSISTANCE PATIENT ACCOUNTS: 2 NEW ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$12,689.09; 1 ACCOUNT FOR WRITE-OFF WITH A BALANCE BELOW \$1500 TOTALING \$961.89; AND NO PREVIOUSLY APPROVED ACCOUNTS FOR WRITE-OFF WERE SUBMITTED; IN TOTAL, 3 FINANCIAL ASSISTANCE ACCOUNTS WERE SUBMITTED AND APPROVED FOR WRITE-OFF TOTALING \$13,650.98 (ORTMANN/BRUGMAN)

John P

Employee Resignations / Terminations

In month 6 of FY2022, accounts totaling \$27,847.81 have been approved for Financial Assistance on a budget of \$125,000. M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE FOLLOWING RESIGNATIONS – FT HR/PAYROLL COORDINATOR EFFECTIVE NOVEMBER 19, 2021 (GROSS/BRUGMAN)

Emily M

FOLLOW-UP ITEMS

Telehospitalist Services

Shelby stated a meeting is planned for November 11, 2021 with WAH physicians, TeleSolutions physicians, and administrative staff to solidify details of coverage from this new physician group as they continue preparing for providing telehospitalist services to WAH beginning in January 2022.

Shelby M

Radiology Upgrade

John stated WAH's imaging Dept is anticipating installation of the new 3D mammography unit sometime in late November to mid-December. He noted the contract has been signed to provide mammo services 5 days per week, Monday-Friday.

John P

Compensation

Emily Masters brought forward a topic previously discussed with the Board this past spring related to an employee monetary appreciation gift. The current proposed plan would pay staff that remain employed as of the payment date in January 2022, an appreciation gift for the dedication and resilience of our employees. The total estimated cost for this program is \$124,037. John P noted that if WAH is approved for Phase IV funds, the appreciation gift may be paid from that balance, but if not, the program would be funded through operations.

Emily M

NEW/CURRENT ITEMS

Windom Foundation Donation

Discussion was held on the solicitation program currently taking place in Windom for the newly organized Windom Area Foundation. After discussion points emerged, committee members were in agreement to table this topic and readdress this agenda item at the November meeting.

Shelby M

Policy Review

Emily shared information regarding the revised Educational Assistance Policy and Plan being presented for approval. She stated the policy's revised language will broaden the scope of educational opportunities for WAH employees as long as their educational goal supports advancement in a field mutually beneficial to WAH and the employee. She noted this is a change from the policy's previous version, which stated educational advancement had to be in a healthcare field.

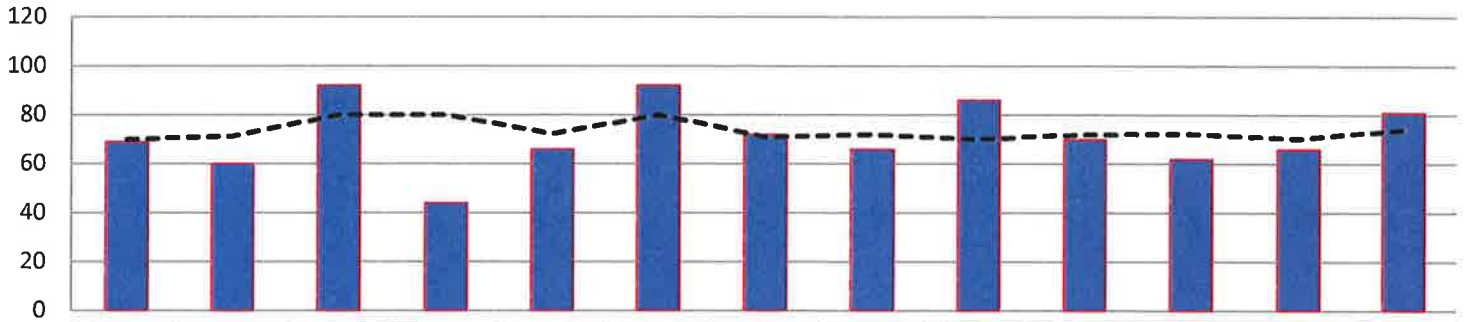
Emily M

M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE EDUCATIONAL ASSISTANCE POLICY AND PLAN FOR WINDOM AREA HEALTH AS

Clinic Services Reimbursement	PRESENTED (GROSS/BRUGMAN) Shelby and John shared information that the current charging fees for lab and imaging services that are being assessed to independent practice physicians are not being recouped at current contracted prices. Due to Stark regulations, Shelby stated it is necessary to increase lab and imaging fees to those previously noted physicians effective January 1, 2022.	Shelby M / John P
CONCLUSION		
	Acting Chairperson, Ann Bartelt, concluded the Finance/Personnel/Labor Relations & Building & Grounds Committee meeting.	Ann B

SURGERY

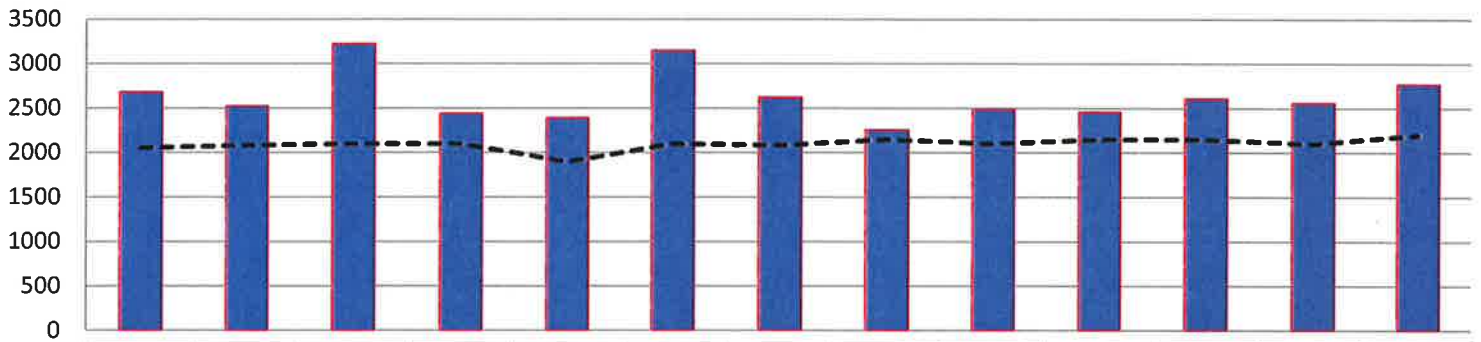
Surgery Budget



	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21
Surgery	69	60	92	44	66	92	72	66	86	70	62	66	81
Budget	70	71	80	80	72	80	71	72	70	72	72	70	74

OUTPATIENT OCCASIONS OF SERVICE

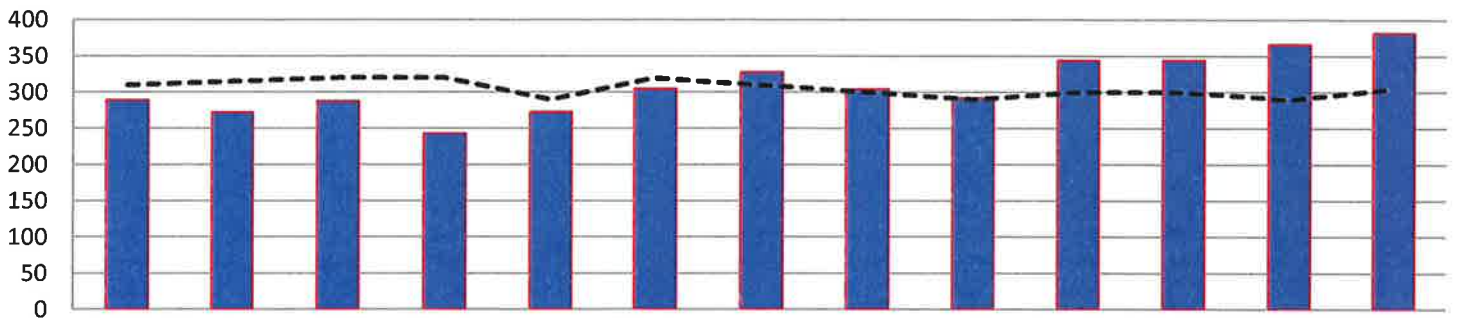
OP Visits Budget



	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21
OP Visits	2682	2524	3227	2438	2390	3151	2622	2255	2490	2461	2610	2561	2770
Budget	2055	2083	2100	2100	1897	2100	2083	2150	2100	2150	2150	2100	2200

EMERGENCY VISITS

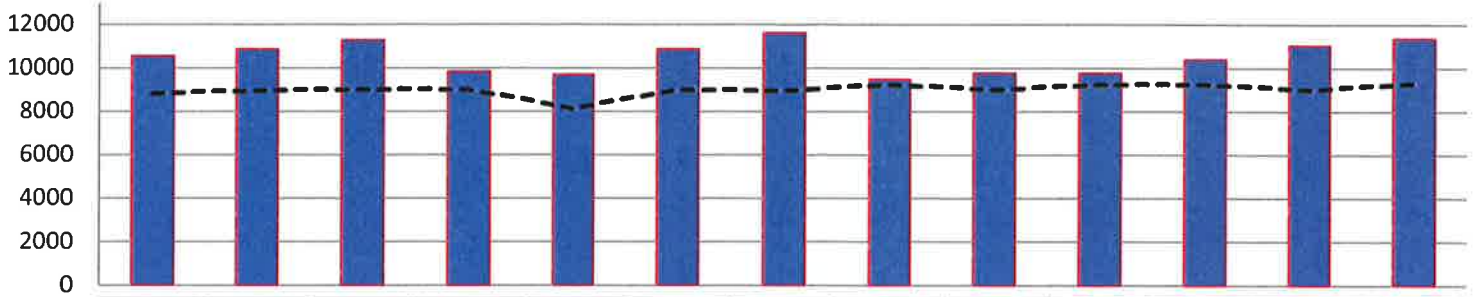
ER Visits Budget



	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21
ER Visits	289	272	288	243	273	305	328	304	292	344	344	366	382
Budget	310	315	320	320	290	320	310	300	290	300	300	290	305

LAB PROCEDURES

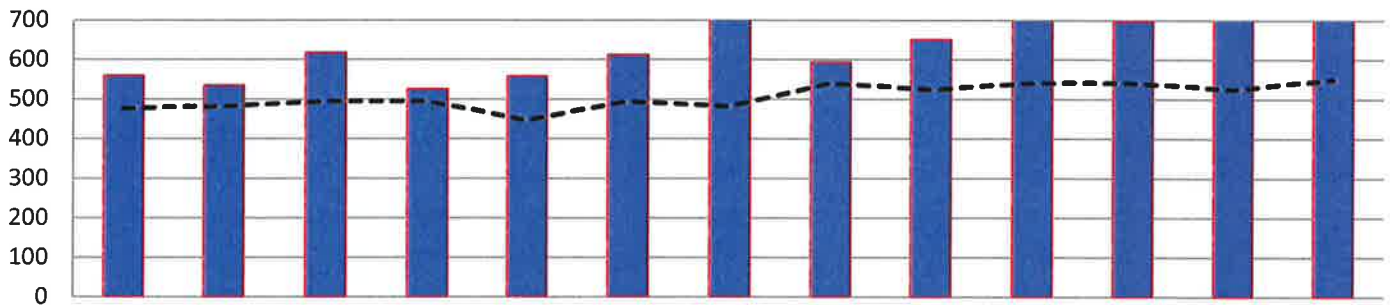
Lab Proc Budget



	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21
Lab Proc	10543	10858	11292	9836	9692	10858	11620	9473	9781	9785	10410	11049	11379
Budget	8835	8958	9000	9000	8129	9000	8958	9250	9000	9250	9250	9000	9300

IMAGING PROCEDURES

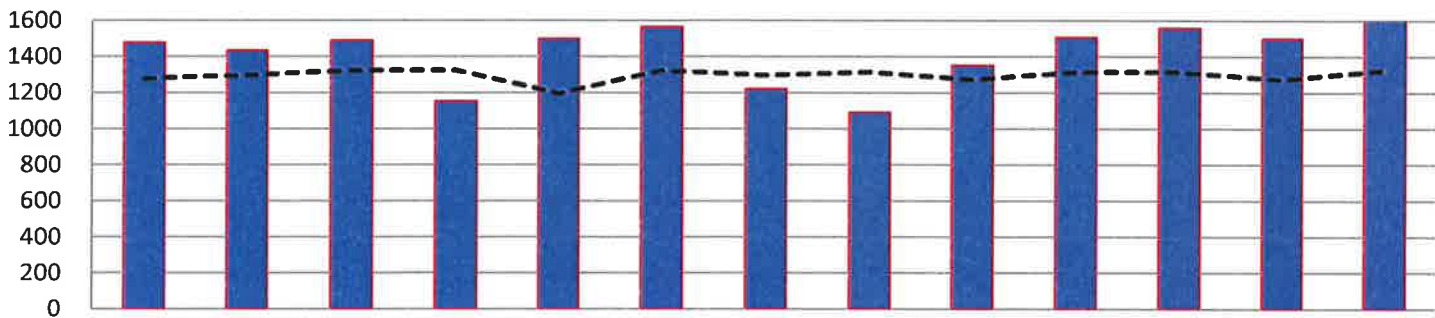
Imaging Proc Budget



	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21
Imaging Proc	560	536	618	526	558	613	744	594	652	702	699	714	725
Budget	477	483	495	495	447	495	483	541	525	541	541	525	550

REHAB MODALITIES

Rehab Modalities Budget



	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21
Rehab Modalities	1478	1435	1489	1154	1500	1565	1221	1091	1352	1508	1559	1501	1707
Budget	1280	1298	1325	1325	1197	1325	1298	1316	1275	1316	1316	1275	1325

WINDOM AREA HEALTH
INCOME STATEMENT

	10/31/2021		Revenue		Comparison		Y-T-D 2022		Revenue		Comparison		Budget 2022		Revenue		Comparison		Y-T-D 2021		October		\$ Change		% Change					
	10/31/2021	Comparison	Budget 2022	Comparison	Y-T-D 2022	Comparison	Y-T-D 2022	Comparison	Budget 2022	Comparison	Budget 2022	Comparison	Y-T-D 2021	Comparison	Y-T-D 2021	Comparison	Y-T-D 2021	Comparison	Y-T-D 2021	Comparison	Y-T-D 2021	Comparison	Y-T-D 2021	Comparison	Y-T-D 2021	Comparison	Y-T-D 2021	Comparison		
PATIENT REVENUE																														
Inpatient Revenue	\$867,096	20.75%	\$795,417	22.84%	\$3,979,767	17.74%	\$4,721,184	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%	\$4,391,673	23.03%
Outpatient Revenue	\$3,311,918	79.25%	\$2,686,805	77.16%	\$18,457,836	82.26%	\$15,780,234	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%	\$15,027,742	76.97%
Total Patient Revenue	\$4,179,014	100.00%	\$3,482,222	100.00%	\$22,437,603	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%	\$20,501,418	100.00%
Contractual Adjustments	\$1,740,730	41.65%	\$1,528,667	43.90%	\$9,601,451	42.79%	\$9,014,152	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%	\$8,881,087	43.97%
Other Income	\$34,584	0.83%	\$18,985	0.55%	\$138,827	0.62%	\$113,303	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%	\$940,284	0.55%
NET OPERATING REVENUE	\$2,472,868	100.00%	\$1,972,540	100.00%	\$12,974,979	100.00%	\$11,600,569	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%	\$11,478,612	100.00%
EXPENSE																														
Employee Salaries	\$724,988	29.32%	\$695,301	35.25%	\$4,226,449	32.57%	\$4,126,948	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%	\$3,744,650	35.58%
Employee Benefits	\$215,563	8.72%	\$230,562	11.69%	\$1,291,233	9.95%	\$1,368,498	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%	\$1,184,328	11.80%
Pharmaceuticals	\$63,927	2.59%	\$72,192	3.66%	\$495,890	3.82%	\$428,494	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%	\$334,156	3.69%
Supplies	\$160,309	6.48%	\$152,877	7.75%	\$755,814	5.83%	\$907,398	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%	\$854,029	7.82%
Rents & Utilities	\$27,673	1.12%	\$27,178	1.38%	\$164,926	1.27%	\$161,314	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%	\$152,968	1.39%
Purchased Services	\$448,438	18.13%	\$407,671	20.67%	\$2,349,180	18.11%	\$2,419,724	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%	\$2,199,517	20.86%
Other Direct Expenses	\$139,188	5.63%	\$123,904	6.28%	\$746,313	5.75%	\$735,430	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%	\$620,624	6.34%
Provision for Bad Debts	\$31,756	1.28%	\$45,417	2.30%	\$344,579	2.66%	\$269,572	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%	\$270,806	2.32%
Depreciation	\$120,546	4.87%	\$130,150	6.60%	\$707,676	5.45%	\$730,900	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%	\$724,970	6.30%
Interest Expense	\$13,028	0.53%	\$13,750	0.70%	\$80,568	0.62%	\$82,500	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%	\$83,798	0.71%
Total Operating Expense	\$1,945,416	78.67%	\$1,899,002	96.27%	\$11,162,628	86.03%	\$11,230,778	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%	\$10,169,846	96.81%
Income (loss) From Operations	\$527,452	21.33%	\$73,538	3.73%	\$1,812,351	13.97%	\$369,791	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%	\$1,308,766	3.19%
Investment Income	\$2,437	0.10%	\$7,708	0.39%	\$45,889	0.35%	\$45,750	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%	\$63,606	0.39%
Other Revenue/(Expenses)	\$24,050	0.97%	\$10,417	0.53%	\$39,110	0.30%	\$61,830	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%	\$98,129	0.53%
Non Operating Rev/Exp	\$26,487	1.07%	\$18,125	0.92%	\$84,999	0.66%	\$107,580	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%	\$161,735	0.93%
Increase in Net Assets	\$553,939	22.40%	\$91,663	4.65%	\$1,897,350	14.62%	\$477,371	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%	\$1,470,501	4.12%

WINDOM AREA HEALTH

FY 2022

CAPITAL ASSET ACQUISITIONS

Yrs Dep	Capital Asset	Vendor	Asset class	May	June	July	August	September	October
10	Biosafety Cabinet - Pharmacy	NUAIRE	Fixed Equip	12,682.00					
10	Alt-Pro Automatic Leak Tester	Olympus	Maj Mov	14,730.23					
5	8 Bay Pro-Lite Video Recording System	Midwest Alarm	Maj Mov	13,747.78					
7	Digital Detector - Rad Room	Neurologica	Maj Mov		49,895.00				
20	Shelving - Materials Storeroom	Intermetro	Maj Mov		10,672.87				
10	Panda Warmer	GE Healthcare	Maj Mov					21,716.69	
3	Gastoscopes (2)	Olympus	Maj Mov					59,015.20	
3	Laparoscopes (4)	Arthrex	Maj Mov					16,170.00	
3	MX450 Patient Monitors	Agiliti (Philips)	Maj Mov						15,876.45
5	Chemistry Analyzer	Siemens	Maj Mov						83,000.00
Total				41,160.01	60,567.87			96,901.89	98,876.45

Total YTD Capital Acquisitions 297,506

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, November 22, 2021 / 4:00-4:30 pm / Large Conference Room

Members: Kay Gross, Laura Fresk, Terry Tegels, Dr. Michael Fisher-ex officio, Julie Brugman/Mt Lake Advisory Mbr, Emily Masters/CHRO, John Peyerl/CFO, Kelsey Andrews/DON, Shelby Medina/CEO

Present:
 Absent:
 Others:

Chairperson (or Acting Chairperson) Kay Gross, Chairperson

Recorder: Janel Eichstadt, Admin Asst

Category / Topic	Action step(s) / Updates	Leader:
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STANDING ITEMS

Call to Order	Call Professional Practice/Quality & Planning Committee meeting to order at 4:00 pm by chairperson	Kay Gross
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Minutes	Approve minutes from the regular Committee meeting of October 25, 2021 (<i>Crnte Motion</i>)	Kay Gross
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FOLLOW-UP ITEMS

Medical Staff mtg / CMO Review	WAH Medical Staff meeting review	Dr Olson / Shelby M
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Medical Director Meeting	Review Progress for Medical Director	Shelby M
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NEW/CURRENT ITEMS

Other		

CONCLUSION

Conclude Professional Practice/Quality & Planning Committee meeting	Kay Gross
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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, October 25, 2021 / 4:00pm / Large Conference Room	
Members: Kay Gross, Laura Fresk, Terry Tegels, Dr. Michael Fisher-ex officio, Julie Brugman/Mt Lake Advisory Mbr, Emily Masters/CHRO, John Peyerl/CFO, Kelsey Andrews/DON, Shelby Medina/CEO, Terry Mahat/Sanford Health Network VP	
Absent: Dr. Michael Fisher/ex-officio	
Others: Dr. Mary Olson, Chief of Staff	
Chairperson (or Acting Chairperson)	Kay Gross, Chairperson
Recorder:	Janel Eichstadt, Admin Asst
Category / Topic	Action step(s) / Updates
STANDING ITEMS	
Call to Order	The Professional Practice/Quality & Planning Committee meeting was called to order at 4:00 pm by Chairperson, Kay Gross.
Minutes	M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF SEPTEMBER 27, 2021, AS PRESENTED (BRUGMAN/TEGELS).
FOLLOW-UP ITEMS	
Medical Staff mtg / CMO Review	WAH Medical Staff reviewed the October credentialing list and recommended its approval by the Governing Board. Dr. Olson stated the Medical Staff continue working on Medical Staff Bylaws with the current focus being on the proper procedure for addressing patient complaints about physicians. A meeting has been scheduled to take place November 11, 2021 with the new telehospitalist group, TeleSolutions, and WAH Medical Staff to discuss details of this company's services and determine physician needs of TeleSolutions providers and WAH physicians. The physician's reappointment approved at the July meeting relating to receiving pending documentation that will clarify additional privileges documented on his credentialing application, which remains incomplete for presentation and final action by the Medical Staff.
Medical Director Meeting	Shelby noted she has proceeded with posting for a Medical Director at Windom Area Health. She noted a media ad has been created and posted to the WAH website. She stated candidates for this position would be interviewed by WAH Medical Staff members and Governing Board members when applicants have been determined for this position.
NEW/CURRENT ITEMS	
Nurse Staffing	Shelby noted RN Nursing Union leaders have agreed moving to 12-hour shifts effective January 1, 2022, under the stipulation all newly hired RN's beginning January 1, 2022, will be hired for 12-hour shifts and RN's hired prior to January 1, 2022 are given the option to a onetime selection of remaining to work an 8-hour or move to working 12-hour shifts. This option was accepted by Administration with management informing the Nursing Dept staff of this change.
ED Remodel Change	Shelby stated that due to asbestos abatement in the Emergency Dept flooring, the ED renovation project would be completed in one phase lasting approximately 3-4 months with the project anticipated to begin shortly after Thanksgiving. She noted the Emergency Dept would be temporarily relocated to patient rooms 130-150 of the nursing wing during this remodeling project.
CONCLUSION	
	Chairperson, 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**

November 22, 2021

APPOINTMENTS:

Logan Korthour, RN	Cardiology (Pham/Jonsson)	Allied Health Professionals
Aneta Mergen, CNP	Cardiology (Pham/Jonsson)	Allied Health Professionals
Drew Messerschmidt, M.D.	Cardiology (NCH)	Consulting
Kimberly VanMeeteren, CNP	Cardiology (Pham/Jonsson)	Allied Health Professionals
Kari Westenkirchner, CNP	Cardiology (Pham/Jonsson)	Allied Health Professionals

REAPPOINTMENTS:

Jennifer Block, M.D.	Emergency Medicine	Emergency Services
Alicia Frankwitz, D.O.	Emergency Medicine	Emergency Services
Christopher Gacke, CNP	Cardiology (Pham/Jonsson)	Allied Health Professionals
Carrie Lemons, LPN	General Surgery (Dr. Reddy)	Allied Health Professionals
Chelsea Twamley, CNP	Vascular (Dr. Santos)	Allied Health Professionals

SANFORD TELEMEDICINE APPOINTMENTS:

Sarah Heckel, CNP	Family NP	Telemedicine
Orvar Jonsson, M.D.	Cardiology	Telemedicine

vRAD REAPPOINTMENTS:

Stephen Adams, D.O.	Teleradiology	Telemedicine
Reem Awwad, M.D.	Teleradiology	Telemedicine
Charles Henry, M.D.	Teleradiology	Telemedicine
Joan Sutcliffe, M.D.	Teleradiology	Telemedicine

RESIGNATION:

OCTOBER 2021 COMMENTS

Facility Dept	Comment
Windom OP Lab	very good
Windom ED	Excellent nurses in the ER that day and the Doc who treated me was clear, concise, and told me everything she was doing so there were no "surprises".
Windom OP Outreach Clinic	Alison did a great job injecting my knee! Hardly felt a thing!
Windom OP Outreach Clinic	I did not meet with any nurses on this day, but all of my past experiences with the nursing staff at WAH as been wonderful. Also, Dr. Botker is the best, and I highly recommend him to others!
Windom OP Mammography	The technician was wonderful!
Windom OP Mammography	Loved the gal that actually gave me the mammogram. She was excellent, gentle and easy to talk with.
Windom OP Nursing Services	Chris was great, made me feel safe and comfortable in her care. Thank you.
Windom OP Radiology	"The lab techs were great and quick doing the xray, because of them would be the only reason I would suggest the hospital. When I first got there, I was treated as if I'm a terrible parent that beats my kid. I was not happy with the way the billing lady talked or the nosey questions she asked. I was sent by the clinic for xray only, nothing else"
Windom ED	I felt that my team of nurses was really helpful, really patient. They planned things really well. My doctor made that came in made me feel unsafe, unheard. I felt that he did not listen do a single word that came out of my mouth. By far the worst experience I've ever had with the doctor in my life. He was truly awful.
Windom OP Outreach Clinic	All staff was very caring and took time to answer my questions.
Windom OP Respiratory	I was treated in a competent and professional manner.
Windom OP Radiology	Our tech explained to Joey what would happen. She told me how long he would be gone. Everything was great.
Windom ED	The doctor spent barely any time with us and made me feel very dumb for asking questions. I left and my child still had a hard time swallowing so I had to make another call.
Windom ED	The nurses were sweet, kind and capable. Dr Lis was super, very personable and caring. I was very impressed and thankful for the care received .
Windom OP Surgery	Nurse Brittany Was awesome!!! Very comforting!
Windom OP Lab	The staff was great, my only issue was with my doctor, not letting me know what the procedure involved. I had had a CT Scan before, but not with contrast. I was totally blown away at what the contrast procedure was. I had concerns at what the contrast ingredients were, and how it affected my blood sugar, since I am a diabetic. Now I know.
Windom OP Wound	Great Hospital
Windom OP Radiology	My impression of Windom Area Health is that they truly care about the care they provide and are very professional in providing that care.
Windom OP Surgery	Everyone was so kind knowledgeable and friendly. They really made me feel at ease.
Windom OP Outreach Clinic	Didn't like the outcome but wasn't anybody's fault

OCTOBER 2021 COMMENTS

for observation. The next day (Sunday) my husband brought me to the ER in Windom because my right side was less functional than the day before. I was then transferred to Sanford at Sioux Falls by ambulance from the Windom ER.

Windom OP Lab Very satisfied. Thanks

Windom OP Nursing Services "Lisa did a great job on fixing my toes. I would recommend her to anyone. "

Windom IP Obstetrics Excellent work.

Windom ED The night nurses after they left at 11 to 7 shift whoever the guy and the girl was in the ER was talking really loud and was talking about my daughter's care and was making jokes about how it could be an appendix and how they're going to rip it out. Meanwhile, we can hear every word. So I suggest that for future reference and it sounds like it happens a lot there that the nurses not talk so loud, or if they're going to make jokes about the patient sitting in the room to go and do it somewhere else.

Windom OP Nursing Services You need a map or better signage

Windom IP Med Surg Care was great. T.V.program choices not so much. HGTV was also the food network and two many channels for little kids.

Windom OP Radiology Very professional and timely.

Windom OP Lab The staff was absolutely amazing! I was a complete mess and they calmed me down and said I was going to be ok! I can't thank them enough!!!

Windom OP Surgery Great service as always

Windom OP Nursing Services My nurse was a very thorough with me and she explained things, wonderful, and made sure I understood everything and she was very caring.

Inpatient Comments

Call button slow to be answered at night

Jenny Hartberg was an excellent caregiver! Thank you, Jenny! - I was disappointed in the night after an aide helped me to the bathroom, but chose not to help me lift my leg back into bed - She said I had to do it myself! I was one day post surgery from having a total knee replacement. Rude!

With only 1 exception ALL of the staff were wonderful, caring, kind, attentive, + good natured - even in the middle of the night! Special thanks to surgical nurse Anita who let me cry in recovery + comforted me. LPN Jenny was also especially helpful + kind. Wish I could remember more names to give special thanks! I had been very anxious about this surgery + your staff all helped me be much less stressed! Thank you!

Food is good!

During labor/check in our nurse was amazing + had her again in ER when our newborn had to come back. So impressed + thankful for her. Also very grateful for the nurse we had a few nights but noticed my son having blood sugar issues ... she was great and so good.

Overall an excellent experience. My only complaint - When leaving the hospital an employee was on her way in the ER entrance that we were being discharged out of and stood in the middle of the walkway making us have to go around. She had an arm full of soda + cucumber where as I just had a c-section with limited mobility & my husband was carrying our daughter in her seat. It was very inconsiderate to make us try to squeeze by her.

Windom Area Hospital Auxiliary Meeting

October 11, 2021

The Windom Area Hospital Auxiliary held their monthly meeting Monday, October 11, 2021, at 6:00 p.m. in the Large Conference Room.

President Mary Klosterbuer welcomed everyone to the meeting with 16 members in attendance. The Auxiliary Prayer was read in unison, and the Pledge of Allegiance was recited.

The agenda was unanimously approved.

Recording Secretary's Report – Marlene Smith, Recording Secretary

- M/S Diane Vellema/Betty Olson to approve the minutes as presented of the September 13, 2021, meeting. Motion carried.

Treasurer's Report – Gerri Burmeister

- Balance on hand September 31, 2021, was \$7,430.19
- M/S Connie McCarthy/Kitty Hansen to approve the Treasurer's Report as presented. Motion carried.

Corresponding Secretary – Betty Olson

- A thank you note was sent to the Cotton Quilters Guild for the quilt.

MAHV Report – Marlene Smith

- Reports were given on the Regional Healthcare Conference held on September 20 and 21.
- The District E Fall Forum will be held on November 4th by Zoom. Members were encouraged to join the meeting.
- The MAHV website address is <https://mahv.org>

WAH Update – Kim Armstrong

- A flu shot documentation is required for being a hostess at WAH.
- There will not be any Covid booster shots given at the hospital.
- The Walking Path has some added features and has been decorated for Halloween.
- There is new construction for the air handler (cooling system).
- The Emergency Room remodel project will soon be starting.

Unfinished Business

- There was none.

New Business:

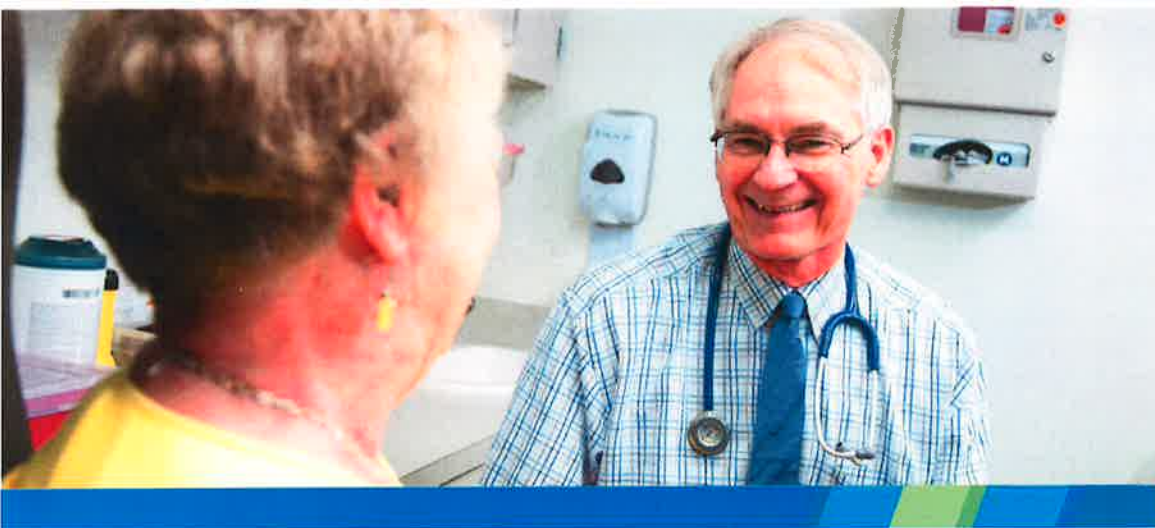
- An update on the pecan sales was given. Suggestion was made to put information on KDOM's Swap Line and on the Auxiliary Facebook page.
- The Halloween Bake Sale was discussed. M/S Karen Skarphol/Betty Olson to skip this year. Motion carried.
- The Christmas Craft and Bake Sale will not be held this year.
- Karen Skarphol, Jean Johnson, Marge Paschke, and Connie McCarthy volunteered to deliver Meals on Wheels November 15 – 18.

The meeting was adjourned at 6:45.

Upcoming Events:

- Monday, November 8, at 6:0 p.m. - WAHA meeting

Marlene Smith,
Recording Secretary



CONGRATULATIONS & BEST WISHES ON RETIREMENT TO DR. STEVEN HARTBERG FOR 38 YEARS OF SERVICE!

Over the course of his medical career, Dr. Hartberg has made innumerable contributions to healthcare services in our community with his own practice, overseeing the Windom Area Health (WAH) Cardiac Rehabilitation Program and as Medical Director of the Wound & Hyperbaric Healing Center. His leadership and dedication has been instrumental in the growth and success of WAH. Thank you, Dr. Hartberg, for all your years of service to the health of our communities.

From WAH Staff & Members of the Governing Board



HELP US CELEBRATE DR. HARTBERG

Due to COVID-19 facility restrictions, WAH was not able to give Dr. Hartberg a proper community farewell.

Instead, please join us in showering him with cards of well wishes.

Cards can be sent to: P.O. Box 249, Windom, MN 56101



**STEVEN
HARTBERG, MD**



**WINDOM
AREA HEALTH**

2150 Hospital Dr. | Windom, MN 56101 | 507-831-0670