

Meeting Name: Windom Area Health Governing Board of Directors **AGENDA**

Purpose: Provide governance for Windom Area Health	
Meeting Date/Time/Location: Monday, April 26, 2022 / 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
STANDING ITEMS	
Call to Order	Call Windom Area Health Governing Board meeting to order at 5:30 pm by WAH Governing Board chairperson
Meeting Minutes	Approve Windom Area Health Governing Board minutes from the regular meeting of March 28, 2022 (<i>Board motion</i>)
COMMITTEE REPORTS	
Professional Practice / Quality & Planning Cmte	<ul style="list-style-type: none"> Medical Staff Credentialing review and approval per recommendation of the Medical Staff (<i>Board motion</i>) Medical Staff meeting review Review Committee meeting activities
Finance / Personnel / Labor Relations & Bldg & Grounds Cmte	Review Committee meeting activities
OTHER REPORTS	
Statistical & Financial Performance Reports	Review & recommend approval of statistical & financial reports (<i>Board motion</i>)
Capital Acquisition Activity	Review & recommend approval of capital acquisition activity (<i>Board motion</i>)
Educational Assistance Applications	Review & recommend approval of application(s) for educational assistance (<i>Board motion</i>)
New / Department Transfer Employees	Report of recently hired / transferred employees
Patient Concern Reports	Review patient concern reports and patient survey comments
Patient Safety Reports	Review patient safety activities
Administration	<ul style="list-style-type: none"> Review/Update of Sr. Management Team Executive Summaries Review and approve WAH committee meeting reports as presented (<i>Board motion</i>) Designation of Privacy Officer – Shelby/John
City of Windom	Informational updates
Sanford Health Network	Informational updates
WAH Foundation Board	<ul style="list-style-type: none"> No April Foundation Board meeting. Next Foundation Board meeting planned for May 24, 2022, 5:00 pm, LCR. Review and approve FY2022-23 WAH Foundation Slate of Officers (<i>Board motion</i>)

Leader:	Dr M Fisher
	Dr M Fisher
	Dr M Olson Kay Gross
	Justin Schmit
	John Peyerl
	John Peyerl
	Emily Masters
	Emily Masters
	John Peyerl Kelsey A
	Kelsey Andrews
	Sr Mgmt Team
	Steve Nasby Lisa Farag
	Eric Hillmoe, Sanford VP
	John Peyerl

WAH Auxiliary	Auxiliary met March 14, 2022. Spring Banquet held April 11 th . FY2021-22 Spring Banquet information included in Board book.	John Peyerl
NEW & OLD BUSINESS		
Old Business		Dr M Fisher
New Business	<u>Review</u> FY2023 WAH Committee Assignments, Committee Chair Assignments, and Board Officers. Formal approval May 23 rd	Dr M Fisher
CONCLUSION		
	Conclude WAH Governing Board meeting Motion to move in Executive Session to discuss physician performance in accordance to Minn. Statute 13D.05, Subd. 3(a)(b)	Dr M Fisher
Board Education	Rhonda Wahl, Respiratory Therapy/Pulmonary Rehab	John P

Meeting Name: Windom Area Health Governing Board of Directors

MINUTES

Purpose: Provide governance for Windom Area Health

Meeting Date/Time/Location: Monday, March 28, 2022 / 5:30 pm / Large Conference Room

Members: All Windom Area Health Governing Board Mbrs
 Present: Ann Bartelt, Kay Gross, Justin Schmit, Dan Ortmann, Laura Fresk, Dr. Michael Fisher, John Peyerl/CFO, Emily Masters/ CHRO, Kelsey Andrews/DON, Shelby Medina/CEO, Eric Hilmo/Sanford Health Network VP
 Others: Dr. Mary Olson/Chief of Staff, Steve Nasby/City Admin, Lisa Farag/Windom City Council Liaison

Absent: Julie Brugman/Mt Lake Advisory Mbr, Terry Tegels

Recorder: Danielle Bunting, Revenue Cycle Director

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 Chairperson, Dr. Michael Fisher.

Dr M Fisher

Meeting Minutes

M/S/C UNANIMOUSLY TO APPROVE WINDOM AREA HEALTH GOVERNING BOARD MINUTES FROM THE REGULAR MEETING OF FEBRUARY 28, 2022 AS PRESENTED (GROSS/SCHMIT).

Dr M Fisher

COMMITTEE REPORTS

March's Medical Staff Credentialing list was presented for review and approval.
 M/S/C UNANIMOUSLY, UPON RECOMMENDATION FROM THE WAH MEDICAL STAFF, TO APPROVE MEDICAL STAFF CREDENTIALING AS PRESENTED INCLUDING VASECTOMY PRIVILEGES FOR RODNEY DYNES, M.D. (GROSS/FRESK).

APPOINTMENTS:

Nicole Dyer, M.D.	Tele-hospitalist	Telemedicine
Waseem Ghannam, M.D.	Tele-hospitalist	Telemedicine
Jeffrey Morgan, M.D.	Tele-hospitalist	Telemedicine
Jacob Raimann, CRNA	Anesthesia	Allied Health Professionals

REAPPOINTMENTS:

Tarek Mahrous, M.D.	Cardiology	Consulting
David Nagelhout, M.D.	Cardiology	Consulting
Stephanie Preister, CNP	Cardiology (Jonsson)	Allied Health Professionals
Anthony Sierra, M.D.	OB/GYN	Consulting
Ahmad Yusuf, M.D.	Family Practice	Active/Emergency Services

Professional Practice / Quality & Planning Cmte

Dr M Olson
Kay Gross

SANFORD TELEMEDICINE APPOINTMENTS:

Aneta Mergen, CNP Family Nurse Practitioner (Jonsson) Telemedicine

VRAD APPOINTMENT

Donald Kash, M.D. Teleradiology

VRAD REAPPOINTMENTS:

Krishnan Kartha, M.D.	Teleradiology	Telemedicine
Jinha Park, M.D.	Teleradiology	Telemedicine
Koreen Potts, M.D.	Teleradiology	Telemedicine
James Turner, M.D.	Teleradiology	Telemedicine
Gerald Yutzy, M.D.	Teleradiology	Telemedicine

RESIGNATION: (for informational purposes only)

Marc Paul, M.D. Teleradiology

Dr. Olson reported on agenda items addressed at the Medical Staff meeting held earlier in the day. Dr. Olson noted that Dr.

	<p>Dynes inadvertently missed selecting vasectomy privileges that the Medical Staff recommends approval of to the Governing Board. Dr. Ghannam, telehospitalist from TeleHealth Solutions (THS) provided an update to the Medical Staff regarding the telehospitalist program. He reported everything is going well and there are no concerns. He also noted THS is looking into implementing a survey process to gain patient satisfaction feedback from patients. Dr. Olson expressed concern regarding hospital protocols restricting Dr. Dynes from covering ER and OB simultaneously. Dr. Olson wanted to make sure that the board was aware of this and requested the board delay this decision. Dr. Olson stated that in her opinion, not allowing Dr. Dynes to cover both ER and OB services is not in the best interest of the community and the patients.</p>	Justin Schmit
Finance / Personnel / Labor Relations & Bldg & Grounds Cmte	<p>M/S/C UNANIMOUSLY TO APPROVE SENDING ACCOUNTS TOTALING \$101,970.68 TO AAA COLLECTIONS AND APPROVE 6 FINANCIAL ASSISTANCE ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$10,685.24 (SCHMIT/ORTMANN). In month 11 of FY2022, accounts totaling \$77,826.67 have been approved for Financial Assistance on a budget of \$125,000. THERE WERE NO EMPLOYEE RESIGNATIONS OR TERMINATIONS SUBMITTED FOR BOARD ACTION. The fiscal year 2023 budget was presented and reviewed. The budget suggests that revenue will stay flat and overall expenses will increase about 7% from fiscal year 2022. Net income from operations is budgeted at 6%. M/S/C UNANIMOUSLY TO APPROVE THE PROPOSED FY23 BUDGET AS PRESENTED. (ORTMANN/GROSS)</p>	
OTHER REPORTS		
Statistical & Financial Performance Reports	<p>February 2022 statistical and utilization graphs were reviewed. The month's total patient revenue was above budget projections; contractual adjustments, as a percentage of revenue, were above budget projections; total operating expenses were below budget expectations; net operating revenue and total operating expenses factored together left a net increase in assets totaling \$135,807. FY2022 year-to-date net income totals \$3,279,044 on a projected budget of \$757,708. Days in A/R were reported at 44.72 and Days Cash on Hand totaled 334. M/S/C UNANIMOUSLY TO APPROVE FEBRUARY 2021 STATISTICAL AND FINANCIAL PERFORMANCE REPORTS AS PRESENTED (FRESK/ORTMANN)</p>	John Peyerl
Capital Acquisition Activity	<p>There were no Capital Acquisitions for February 2022 requiring Governing Board approval.</p>	John Peyerl
Educational Assistance Applications	<p>There were no Educational Assistance applications submitted requiring Governing Board action.</p>	Emily Masters
New / Department Transfer Employees	<p>The following new hires and department transfers were reported. New hires included one new traveler RN; and an RN moving to PRN.</p>	Emily Masters
Patient Concern Reports	<p>February 2022 Patient Concern Reports and patient survey comments were reviewed and found to be appropriately addressed.</p>	Shelby M Kelsey A
Patient Safety Reports	<p>Kelsey shared there were 0 reportable patient falls incurred; 0 documented patient skin integrity issues; 0 use of patient restraints; and 0 opioid-related deaths. Kelsey noted there were no reportable adverse events as of March 21, 2022.</p>	Kelsey Andrews
Administration	<p>CHRO Emily Masters reported a community open house with tours of the new ED is being planned for April 12th. DON Kelsey Andrews reported that the ED renovation will be finalized this week with cleaning and stocking of supplies happening in the following weeks. Planning to start seeing patients in the new ED on April 13th. CEO Shelby Medina reported that on April 14th, WAH will no longer have active screeners. She also reported the Wound and Hyperbaric Healing Center has been selected to receive two awards, 2021 Healogics Robert A Warriner, III Clinic Excellence Award AND 2021 Center of Distinction. M/S/C UNANIMOUSLY TO APPROVE THE FOLLOWING WAH COMMITTEE MEETING REPORTS AS PRESENTED (SCHMIT/FRESK)</p> <ul style="list-style-type: none"> • PHARMACY AND THERAPEUTICS • EMERGENCY DEPARTMENT 	Sr Mgmt Team
City of Windom	<p>Steve Nasby reported on the City of Windom update. The EDA is closing on the Cemstone property in March. EDA has selected two development agreements for the apartment building and the single-family lots. Drew Hage, Development Director, is leaving April 1st and an interim has been hired. The County is buying property for a new shop located off of county road 15. Kwik Trip will start construction this Spring in south Windom.</p>	Steve Nasby Lisa Farag
Sanford Health Network	<p>Eric reported Terry Mahar has retired and they are in the process of hiring a replacement for him. COVID numbers continue to decrease. Staffing adjustments are still being made due to recruitment issues.</p>	Eric Hilmo, VP
WAH Foundation Board	<p>Foundation Board will be meeting March 29, 2022, 5:00 pm, LCR. Minutes from the March 1, 2022 meeting were included in the Board books.</p>	Shelby Medina

WAH Auxiliary	Auxiliary met March 14, 2022. February 14, 2022 meeting minutes were included in the Board books. The Auxiliary Spring Banquet is scheduled for Monday, April 11 th starting at 5:00pm at the Cottonwood County Historical Society.	Shelby Medina
NEW & OLD BUSINESS		
Old Business	There was no old business to report.	Dr M Fisher
New Business	There was no new business to report.	Dr M Fisher
CONCLUSION		
Board Education	WAH Governing Board meeting was concluded by Chairperson, Dr. Michael Fisher. Greg Holt, Maintenance and Emergency Preparedness Supervisor, spoke on various updates the maintenance department has completed over the years. M/S/C UNANIMOUSLY TO MOVE INTO EXECUTIVE SESSION TO DISCUSS PHYSICIAN PERFORMANCE IN ACCORDANCE TO MINN. STATUTE 13D.05, SUBD. 3(a) (SCHMIT/ORTMANN)	Dr M Fisher Shelby M Dr M Fisher

Signature _____, Dan Ortmann, Governing Board Secretary

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
as of April 18, 2022
WAH MISSION: "Dedicated to Health"

CHIEF EXECUTIVE OFFICER REPORT

- **Organizational Updates**
 - No new organizational updates this month.

- **MHA/Federal Updates:**
 - No new updates for this month.
 - Continuing to monitor Minnesota Nurses Association's submitted "Staffing Committee Ratio Bill" to legislature for consideration. If this bill passes, it would be extremely problematic especially to CAHs.

- **Committee Meeting Updates**
 - Work Place Violence: **Met April 2022**
 - No physical meeting needed
 - MOAB class and interactive training has been scheduled
 - Monitoring safety portal entries to ensure staff are documenting potential needs
 - Worked with Windom PD and DVHHS to ensure safe patient and staffing for two mental health visits over the past couple of months
 - Infection Prevention: **No Report until May/June**
 - Emergency Preparedness: **No Report until May/June**
 - Pharmacy and Therapeutics: **No Report until June**
 - PI/ Risk: **No Report until May/June**
 - Utilization Review: **No Report until May/June**

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of April 19, 2022

WAH MISSION: "Dedicated to Health"

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - RNs – 4 vacancies
 - Medical Director
 - Outpatient Clinical Nurse Coordinator
 - Interns (PT, nutritional serv)
 - Environmental Services Tech
 - Surgery RN – PRN
 - Nutritional Services Manager
- Becky Runkle is settling into her new role as the Employee Health & Safety Coordinator.
- After 2 years of a suspension, annual Fit Testing is again required so all clinical employees will begin to get tested in April.

Community Health and Wellness/Wellness Center

- Our Eggstravaganza was well attended on 4/9 with 142 children receiving goodie bags and many families enjoying the path.
- We will be expanding our 4th Grade Kid's Choice program to Heron Lake in the fall.
- While we are not hosting the Fun Run this year (HyLife is taking the lead), they plan on donating proceeds to the foundation.
- We performed the health screenings for Cottonwood County employees in April, with the City of Mt. Lake employees scheduled for June.

Marketing/PR

- Hospital Week planning is underway. We will be reviving the 2nd grade tours for Windom and Mt. Lake schools after a 2 year hiatus.
- WAH will be featured in a "Teams" Citizen supplement with a story and full-page ad in late April. We are focusing the ad on our open positions and benefits.
- Marketing supported our ED Open House and Ribbon Cutting on 4/12. We estimate 75 community members attended the tours.
- We recently reworked the digital signage content to include foundation donors on the TVs down in the main entry, and also incorporated WAH services into the rehab TV.
- We are planning June lunch and learns with Liz Coleman, NP on Integrative Health and hormone therapy in both Windom and Mt. Lake.

Committee Meetings

- Employee Focus/Finance: Maintenance is planning an Earth Day clean up of our campus and path. Nutritional Services hosted Baseball Opener with a special stadium menu.
- Patient & Family Advisory Committee: We welcomed a new member, Cathie Veenker, to the PFAC. We discussed ways to communicate out about our billing practices and how they differ from clinics. We toured the wellness center to review signage and provide feedback to staff on space usage.
- Safety: Next meeting is scheduled for 4/27.
- Safe Patient Handling: Next meeting is scheduled for 4/27.

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
As of April 21, 2022
WAH MISSION: "Dedicated to Health"

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was \$486,910 compared to a budget of \$94,250. Our net patient revenue was \$252,242 more than last March. The YTD operating income is 14.91% compared to a budget percentage of 3.36%.

The volume of inpatient activity in March was strong and consistent with the previous several months. The last six months have produced an average of thirty acute admissions. The preceding six months produced an average of twenty. Inpatient admissions exceeded budget by five admissions for the month. Activity on the outpatient side produced volumes and revenues higher than budget expectations for the tenth consecutive month. Seventy-nine percent of our gross revenues came from outpatient activity, which is less than the yearly average of eighty-one percent. Acute admissions totaled thirty-two. Those thirty-two admissions produced eighty-two inpatient days for an average daily census of 2.6. Last March our daily census was 2.1. There were two Swing Bed admissions for the month producing twenty-two days. Outpatient gross revenue was \$508,319 more than budget and \$299,379 more than last March.

- Imaging procedure counts were the highest of the fiscal year. Exceeding the previous high in October by three. Imaging performed 728 procedures compared to a budget of 555. Last March, 613 procedures were performed.
- Laboratory volumes exceeded budget expectations. Last fiscal year laboratory tests averaged about 10,068 in a given month. There were 9,569 in the month of March this year, which is about 1,289 less than last March and 244 more than budget.
- Seventy-four surgical procedures were performed in March, which is two below our budgeted number and eighteen less than last March. Four of those surgeries were joint replacements.
- Rehab Therapy performed 1,801 modalities in March. This is the most modalities ever performed at WAH in a month. That total is 451 more modalities than the budgeted number of 1,350.

Contractual adjustments came in at 43.65% for the month. Contractual adjustments are budgeted at 44%. YTD is currently at 42.65%.

Overall, expenses were \$28,355 less than budget. Pharmaceuticals (\$55,000) and Purchased Services (\$80,000) were the notable categories that exceeded budget.

Looking Forward:

- FY2022 Year End and Annual Audit

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
as of April 20th, 2022
WAH MISSION: "Dedicated to Health"

DIRECTOR OF NURSING REPORT

- **Medical/Surgical/OB/Emergency Room:**
 - Alternative care delivery models continue to be researched and considered, in collaboration with nursing staff, with a focus on continuing to provide high quality patient care while ensuring we are being good stewards of WAH's operational investments.
 - Emergency Room remodel is complete and was open to the public on April 13th. We hosted an open house with tours on April 12th and received great comments.
 - Nursing staff group is working on bringing back bedside reporting for nurse-to-nurse handoff. We are hoping this will help with patient satisfaction.
 - Working through nurse vacancies, currently have 6 positions open at this time. Staff have chosen different career paths for a variety of reasons, nothing consistent. We will have 2 travelers starting the week of April 24th.
 - Training on the Heated High Flow Oxygen is being completed by Respiratory Therapy for both nursing staff and providers.

- **Diabetes Management/Oncology: *nothing to report***

- **Surgery**
 - Staff received training on the Radiofrequency Ablation.
 - Staff received training on the Aquamantys.
 - Surgery is fully staffed and working on training two of their new nurses, they have also posted internally a PRN nurse to help on busy days.

- **Committee Meetings: *nothing to report***
 - **MHA Safety Data as of April 20th.**
 - Falls – 0
 - Skin Integrity - 0
 - Restraints – 0
 - Opioid Deaths – 0
 - Reportable Events – 0



WINDOM AREA HEALTH FOUNDATION

TO: WAH Governing Board Members
FROM: Kim Armstrong, Foundation Director
DATE: April 25, 2022
RE: Approval of FY2022-23 WAH Foundation Slate of Directors

In accordance with WAH Foundation Bylaws, Section 3.6, Presentation and Approval of Directors by Windom Area Health Governing Board, the following FY2022-23 Slate of Directors for WAH Foundation is submitted to WAH Governing Board for approval at its regular meeting of April 25, 2022.

FY2022-23 WAH FOUNDATION SLATE OF DIRECTORS:

- Foundation Chair – Steve Johnson
- Foundation Vice-chair – Greg Scheitel
- Foundation Secretary – Kay Gross

(Section 3.6 - Presentation and Approval of Directors by Hospital Board)

Each year, prior to its annual meeting, the Board of Directors of the Windom Area Hospital Foundation ("Foundation Board") shall present a proposed slate of directors for the upcoming year to the Board of Directors of the Windom Area Hospital ("Hospital Board"). The Hospital Board shall then vote to approve or deny the proposed slate of directors. If denied, the Hospital Board shall provide immediate feedback to the Foundation Board regarding what changes need to be made in order for the slate of directors to be approved by the Hospital Board. After receipt of the Hospital Board's proposed changes, the Foundation Board shall assemble and submit a revised slate of directors to the Hospital Board for approval. Upon approval by the Hospital Board, the Foundation Board shall take action to accept the approved slate of directors for the upcoming year.

The power vested in the Hospital Board by this provision is intended to cause the Windom Area Hospital to possess the control required for the Windom Area Hospital Foundation to qualify as a Type 1 Supporting Organization under Section 509(a)(3) of the Internal Revenue Code.)



WINDOM AREA HEALTH

DRAFT

Formal approval to be
addressed at May 23rd mtg

TO: Windom Area Health Governing Board Members
FROM: Shelby Medina, CEO
DATE: May 23, 2022
RE: FY2022-23 WAH Governing Board Slate of Officers

A nominating committee comprised of Finance / Personnel and Building & Grounds Committee Chair, Justin Schmit, Professional Practice / Quality & Planning Committee Chair, Kay Gross, and Governing Board Chair, Dr. Michael Fisher, present this proposed FY2022-23 Slate of Officers to the Windom Area Health Governing Board at this annual meeting of May 23, 2022, as defined in Section 2.8-1 of the Windom Area Health Governing Board Bylaws.

FY2021-22 WAH GOVERNING BOARD SLATE OF OFFICERS:

- Governing Board Chair – Dr. Michael B. Fisher
- Governing Board Vice-chair – Kay Gross
- Governing Board Secretary – Dan Ortmann
- Governing Board Treasurer – Terry Tegels

WAH Governing Board members may open nominations from the floor to appoint a Governing Board member to a designated office above, if desired.

If there are no nominations made from the floor to an officer position noted above, the before mentioned Slate of Officers is to receive a formal motion of approval by a WAH board member, followed by a second motion of approval, with a final board vote accepting the FY2022-23 WAH Governing Board Slate of Officers as presented.

The WAH Governing Board Chair will preside over the remainder of the meeting.

WAH Governing Board Chair may announce FY2022-23 Committee Chairpersons.

FY2022-23 WAH GOVERNING BOARD COMMITTEE CHAIRPERSONS:

- Finance/Personnel, Labor Relations, & Building/Grounds – Justin Schmit
- Professional Practice/Quality & Planning – Kay Gross

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, April 26, 2022 / 4:30-5:15 pm / Large Conference Room

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

Present:
Absent:
Others:

Chairperson (or Acting Chairperson): Justin Schmit, Chairperson
Recorder: Janel Eichstadt, Admin Asst

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

Call to Order	Call Finance/Personnel/Labor Relations & Building & Grounds Committee meeting to order at 4:30 pm by chairperson	Justin S
Minutes	Approve minutes from regular Committee meeting of March 28, 2022 (Cmte Motion)	Justin S
Collections & Financial Assistance	Review & recommend approval of patient financial accounts (Cmte Motion / Bd Motion)	John P
Employee Resignations / Terminations	Review & recommend acceptance of WAH employee resignations / terminations (Cmte Motion / Bd Motion)	Emily M

FOLLOW-UP ITEMS

NEW/CURRENT ITEMS

Other		

CONCLUSION

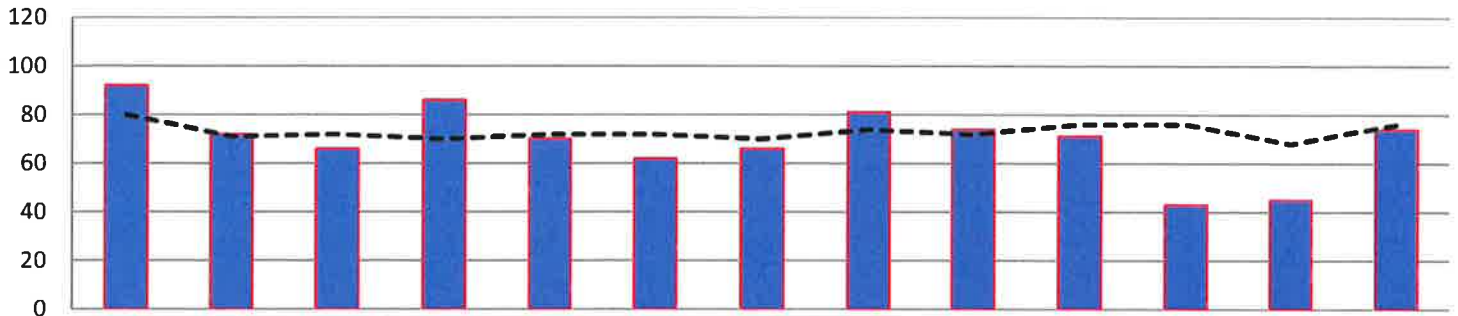
Conclude Finance/Personnel/Labor Relations & Building & Grounds Committee meeting	Justin S
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Meeting Name: Windom Area Health Finance / Personnel / Labor Relations & Building & Grounds Committee	
MINUTES	
Purpose:	Review and recommend annual operating 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, March 28, 2022 / 4:30-5:15 pm / Large Conference Room
Members:	Justin Schmit, Ann Bartelt, Dan Ortman, Dr. Michael Fisher-ex officio, John Peyer/CFO, Emily Masters/CHRO, Kelsey Andrews/DON, Shelby Medina/CEO, Absent: Julie Brugman/Mt Lake Advisory Mbr, Eric Hilmo/Sanford Health Network VP Others:
Chairperson (or Acting Chairperson)	Justin Schmit, Chairperson
Recorder:	Danielle Bunting, Revenue Cycle Director
Category / Topic	Action step(s) / Updates
STANDING ITEMS	
Call to Order	Finance/Personnel/Labor Relations & Building & Grounds Committee meeting was called to order at 4:30 pm by chairperson, Justin Schmit.
Minutes	M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF FEBRUARY 28, 2022, AS PRESENTED (BARTELT/ORTMANN)
Collections & Financial Assistance	M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL TO SEND PATIENT ACCOUNTS TOTALING \$101,970.68 TO AAA COLLECTIONS; RECOMMEND APPROVAL OF THE FOLLOWING FINANCIAL ASSISTANCE PATIENT ACCOUNTS: 3 NEW ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$7,154.07; 2 ACCOUNTS FOR WRITE-OFF WITH A BALANCE BELOW \$1500 TOTALING \$2,203.73; AND 1 PREVIOUSLY APPROVED ACCOUNTS FOR WRITE-OFF TOTALING \$1,022.44; IN TOTAL, 6 FINANCIAL ASSISTANCE ACCOUNTS WERE SUBMITTED AND APPROVED FOR WRITE-OFF TOTALING \$10,685.24. (SCHMIT/ORTMAN) In month 11 of FY2022, accounts totaling \$77,826.67 have been approved for Financial Assistance on a budget of \$125,000.
Employee Resignations / Terminations	THERE WERE NO EMPLOYEE RESIGNATIONS OR TERMINATIONS SUBMITTED FOR BOARD ACTION.
FOLLOW-UP ITEMS	
Fiscal Year 2023 Budget	The fiscal year 2023 budget was presented and reviewed. The budget suggests that revenue will stay flat and overall expenses will increase about 7% from fiscal year 2022. Net income from operations is budgeted at 6%.
NEW/CURRENT ITEMS	
Other	There were no new items to present for committee discussion and/or action.
CONCLUSION	
	Chairperson, Justin Schmit, concluded the Finance/Personnel/Labor Relations & Building & Grounds Committee meeting.
	Justin S

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.

SURGERY

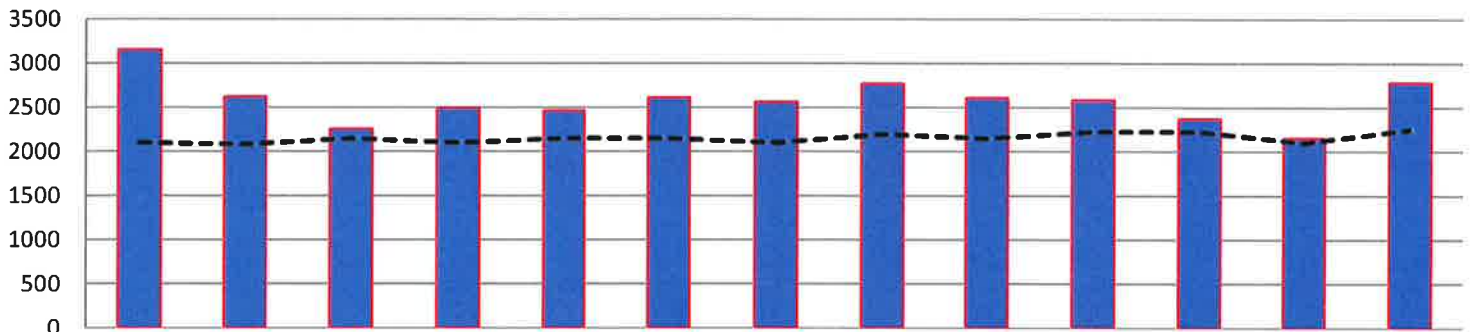
Surgery Budget



	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22
Surgery	92	72	66	86	70	62	66	81	74	71	43	45	74
Budget	80	71	72	70	72	72	70	74	72	76	76	68	76

OUTPATIENT OCCASIONS OF SERVICE

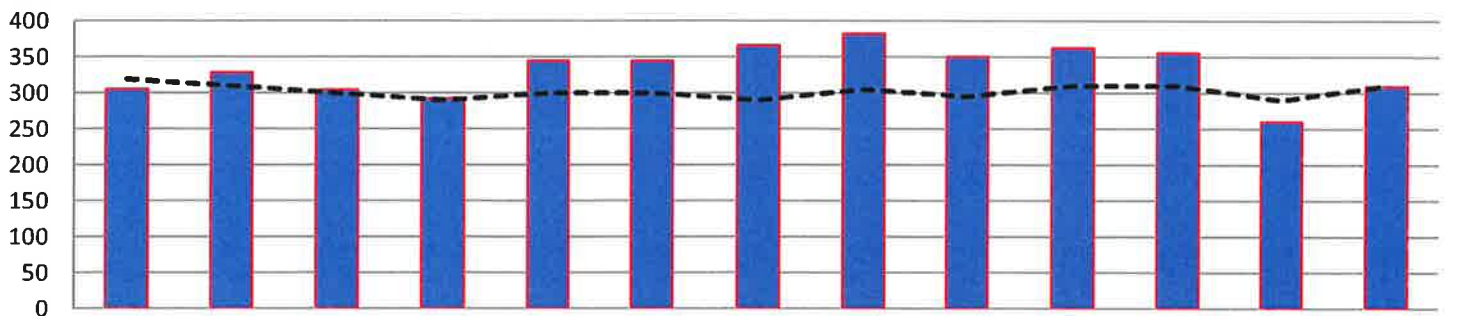
OP Visits Budget



	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22
OP Visits	3151	2622	2255	2490	2461	2610	2561	2770	2608	2583	2372	2155	2781
Budget	2100	2083	2150	2100	2150	2150	2100	2200	2150	2225	2225	2100	2250

EMERGENCY VISITS

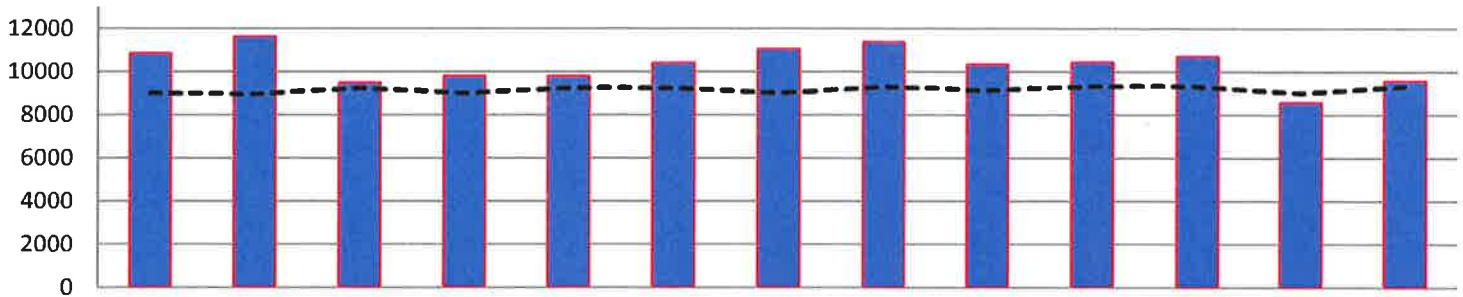
ER Visits Budget



	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22
ER Visits	305	328	304	292	344	344	366	382	350	362	355	260	309
Budget	320	310	300	290	300	300	290	305	295	310	310	290	310

LAB PROCEDURES

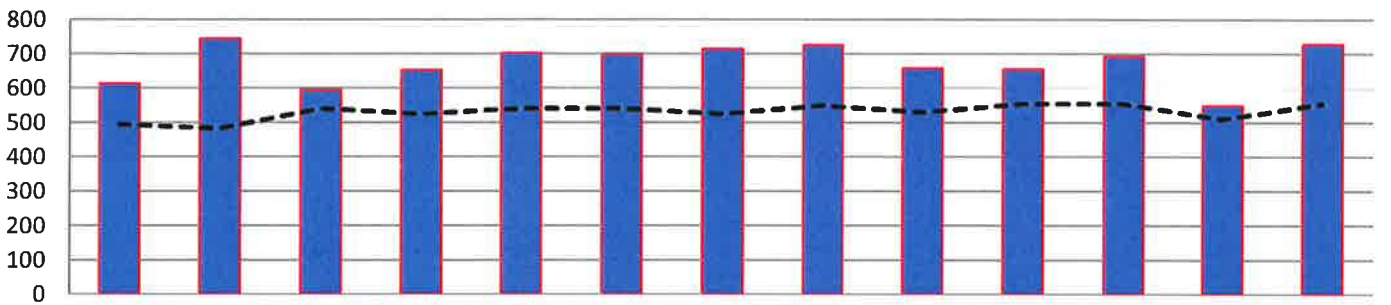
Lab Proc Budget



	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22
Lab Proc	10858	11620	9473	9781	9785	10410	11049	11379	10329	10440	10713	8564	9569
Budget	9000	8958	9250	9000	9250	9250	9000	9300	9150	9325	9325	9000	9325

IMAGING PROCEDURES

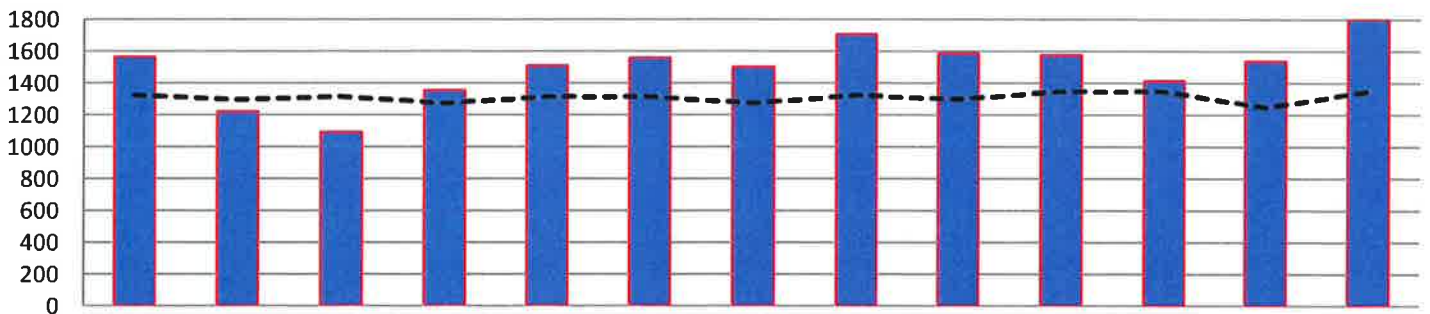
Imaging Proc Budget



	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22
Imaging Proc	613	744	594	652	702	699	714	725	658	655	692	549	728
Budget	495	483	541	525	541	541	525	550	530	555	555	510	555

REHAB MODALITIES

Rehab Modalities Budget



	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22
Rehab Modalities	1565	1221	1091	1352	1508	1559	1501	1707	1585	1575	1414	1537	1801
Budget	1325	1298	1316	1275	1316	1316	1275	1325	1300	1350	1350	1250	1350

WINDOM AREA HEALTH
INCOME STATEMENT

	3/31/2022		Revenue		Revenue		Revenue		Revenue		Revenue		March		\$ Change		% Change	
	3/31/2022	Comparison	Budget 2022	Comparison	Y-T-D 2022	Comparison	Budget 2022	Comparison	Y-T-D 2021	Comparison	Budget 2021	Comparison	Y-T-D 2021	From Last Year	From Last Year			
PATIENT REVENUE																		
Inpatient Revenue	\$899,217	21.12%	\$810,000	22.13%	\$7,968,467	18.90%	\$8,695,000	22.94%	\$8,269,396	22.94%	\$8,695,000	22.94%	\$8,269,396	(\$300,929)	-3.6%			
Outpatient Revenue	\$3,358,319	78.88%	\$2,850,000	77.87%	\$34,186,936	81.10%	\$29,200,000	77.06%	\$28,144,323	77.06%	\$29,200,000	77.06%	\$28,144,323	\$6,042,613	21.5%			
Total Patient Revenue	\$4,257,536	100.00%	\$3,660,000	100.00%	\$42,155,403	100.00%	\$37,895,000	100.00%	\$36,413,719	100.00%	\$37,895,000	100.00%	\$36,413,719	\$5,741,684	15.8%			
Contractual Adjustments	\$1,858,571	43.65%	\$1,620,000	44.26%	\$17,980,093	42.65%	\$16,705,000	44.08%	\$16,296,249	44.08%	\$16,705,000	44.08%	\$16,296,249	\$1,683,844	10.3%			
Other Income	\$24,340	0.57%	\$19,000	0.52%	\$256,938	0.61%	\$206,000	0.54%	\$1,023,605	0.54%	\$206,000	0.54%	\$1,023,605	(\$766,667)				
NET OPERATING REVENUE	\$2,423,305	100.00%	\$2,059,000	100.00%	\$24,432,248	100.00%	\$21,396,000	100.00%	\$21,141,075	100.00%	\$21,396,000	100.00%	\$21,141,075	\$3,291,173	15.6%			
EXPENSE																		
Employee Salaries	\$732,446	30.23%	\$737,500	35.82%	\$7,849,716	32.13%	\$7,637,500	35.70%	\$7,135,024	35.70%	\$7,637,500	35.70%	\$7,135,024	\$714,692	10.0%			
Employee Benefits	\$184,854	7.63%	\$237,500	11.53%	\$2,365,325	9.68%	\$2,512,500	11.74%	\$2,208,111	11.74%	\$2,512,500	11.74%	\$2,208,111	\$157,214	7.1%			
Pharmaceuticals	\$126,796	5.23%	\$72,000	3.50%	\$999,529	4.09%	\$778,000	3.64%	\$736,120	3.64%	\$778,000	3.64%	\$736,120	\$263,409	35.8%			
Supplies	\$144,566	5.97%	\$150,000	7.29%	\$1,572,164	6.43%	\$1,650,000	7.71%	\$1,532,271	7.71%	\$1,650,000	7.71%	\$1,532,271	\$39,893	2.6%			
Rents & Utilities	\$26,886	1.11%	\$27,000	1.31%	\$313,968	1.29%	\$293,000	1.37%	\$273,520	1.37%	\$293,000	1.37%	\$273,520	\$40,448	14.8%			
Purchased Services	\$480,176	19.81%	\$400,000	19.43%	\$4,320,861	17.69%	\$4,400,000	20.56%	\$4,035,478	20.56%	\$4,400,000	20.56%	\$4,035,478	\$285,383	7.1%			
Other Direct Expenses	\$122,390	5.05%	\$100,000	4.86%	\$1,391,746	5.70%	\$1,300,000	6.08%	\$1,222,104	6.08%	\$1,300,000	6.08%	\$1,222,104	\$169,642	13.9%			
Provision for Bad Debts	(\$15,489)	-0.64%	\$52,000	2.53%	\$516,354	2.11%	\$515,000	2.41%	\$478,173	2.41%	\$515,000	2.41%	\$478,173	\$38,181	8.0%			
Depreciation	\$120,742	4.98%	\$175,000	8.50%	\$1,315,001	5.38%	\$1,440,000	6.73%	\$1,311,111	6.73%	\$1,440,000	6.73%	\$1,311,111	\$3,890	0.3%			
Interest Expense	\$13,028	0.54%	\$13,750	0.67%	\$145,707	0.60%	\$151,250	0.71%	\$154,597	0.71%	\$151,250	0.71%	\$154,597	(\$8,890)	-5.8%			
Total Operating Expense	\$1,936,395	79.91%	\$1,964,750	95.42%	\$20,790,371	85.09%	\$20,677,250	96.64%	\$19,086,509	96.64%	\$20,677,250	96.64%	\$19,086,509	\$1,703,862	8.9%			
Income (loss) From Operations	\$486,910	20.09%	\$94,250	4.58%	\$3,641,877	14.91%	\$718,750	3.36%	\$2,054,566	3.36%	\$718,750	3.36%	\$2,054,566	\$1,587,311				
Investment Income	\$4,524	0.19%	\$8,275	0.40%	\$66,429	0.27%	\$83,725	0.39%	\$105,914	0.39%	\$83,725	0.39%	\$105,914	(\$39,485)				
Other Revenue/(Expenses)	\$4,363	0.18%	\$11,250	0.55%	\$66,531	0.27%	\$114,250	0.53%	\$96,145	0.53%	\$114,250	0.53%	\$96,145	(\$29,614)				
Non Operating Rev/Exp	\$8,887	0.37%	\$19,525	0.95%	\$132,960	0.54%	\$197,975	0.93%	\$202,059	0.93%	\$197,975	0.93%	\$202,059	(\$69,099)				
Increase in Net Assets	\$495,797	20.46%	\$113,775	5.53%	\$3,774,837	15.45%	\$916,725	4.28%	\$2,256,625	4.28%	\$916,725	4.28%	\$2,256,625	\$1,518,212				

**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	Gastrosopes (2)	Olympus	Maj Mov					59,015.20	
3	Laparoscopes (4)	Arthrex	Maj Mov					16,170.00	
20	West Parking Lot (47,000 SF)	Nielson Blacktopping, Inc.	Land Improve					162,900.00	
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			259,801.89	98,876.45

Yrs Dep	Capital Asset	Vendor	Asset class	November	December	January	February	March
10	Med Vac Pump	BeaconMedaes	Maj Mov		7,361.63			
10	Rooftop Ductwork Insulation Units #1 - #4	Schwicker's	Fixed Equip		21,200.00			
20	Steam Water Heater Project	Kraus Anderson	Fixed Equip		185,347.42			
10	Biosafety Cabinet - Laboratory	NUAIRE	Fixed Equip					10,454.75
7	G4 Radiofrequency Abalator	Boston Scientific	Maj Mov					21,900.00
3	Lenovo Thinkstation Comput - Radiology Portable Unit	Neurologica	Maj Mov					10,000.00
8	Precor 731 Treadmill - Wellness	Push Pedal Pull	Maj Mov					5,633.50
					213,909.05			47,988.25

Total YTD Capital Acquisitions 722,304

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, April 26, 2022 / 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 Peyer/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:
STANDING ITEMS		
Call to Order	Call Professional Practice/Quality & Planning Committee meeting to order at 4:00 pm by chairperson	Kay Gross
Minutes	Approve minutes from the regular Committee meeting of March 28, 2022 (<i>Cmte Motion</i>)	Kay Gross
FOLLOW-UP ITEMS		
Medical Staff Credentialing & Med Staff 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 Olson / Shelby M
Medical Director Update	<ul style="list-style-type: none"> Review process and identify interview committee 	John P
NEW/CURRENT ITEMS		
WAH Policies	Review and recommendation to approve list of new and changed WAH policies for FYE 2022 (<i>Board motion</i>)	John P
Other		
CONCLUSION		
	Conclude Professional Practice/Quality & Planning Committee 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, March 28, 2022 / 4:00 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		
Chairperson (or Acting Chairperson): Kay Gross, Chairperson		
Recorder: Danielle Bunting, Revenue Cycle Director		
Category / Topic Action step(s) / Updates Leader:		
STANDING ITEMS		
Call to Order	The Professional Practice/Quality & Planning Committee meeting was called to order at 4:05 pm by Chairperson, Kay Gross.	Kay Gross
Minutes	Due to not having a quorum, please see Governing Board Minutes for approval of the February 28, 2022 committee meeting minutes.	Kay Gross
FOLLOW-UP ITEMS		
Medical Staff Credentialing & Med Staff Meeting Update	Dr. Olson reported the WAH Medical Staff reviewed the March 2022 Credentialing list and recommended its approval to the Governing Board. Dr. Olson also noted that Dr. Dynes inadvertently missed selecting vascotomy privileges that the Medical Staff recommends approval of to the Governing Board. Dr. Ghannam, telehospitalist from TeleHealth Solutions (THS) provided an update to the Medical Staff regarding the telehospitalist program. He reported everything is going well and there are no concerns. He also noted THS is looking into implementing a survey process to gain patient satisfaction feedback from patients. Dr. Olson expressed concern regarding hospital protocols restricting Dr. Dynes from covering ER and OB simultaneously. Dr. Olson wanted to make sure that the board was aware of this and requested the board delay this decision. Dr. Olson stated that in her opinion, not allowing Dr. Dynes to cover both ER and OB services is not in the best interest of the community and the patients. There are two candidates for the Medical Director position that Shelby will be coordinating interviews with the Medical Staff Board.	Dr Olson / Shelby M
Medical Director		Shelby M
NEW/CURRENT ITEMS		
Other	There were no new items to present for committee discussion and/or action.	
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

APRIL 25, 2022

APPOINTMENTS:

Karen Dickes, D.O.	Ophthalmology	Consulting
Jennifer Lucas, S.T.	Ophthalmology (West/Dickes)	Allied Health Professionals
Karim Saleeby, D.O.	Tele-hospitalist	Telemedicine
Theresa Sheehan, M.D.	Tele-hospitalist	Telemedicine

REAPPOINTMENTS:

Naomi Bach, CNP	Wound/Ostomy	Allied Health Professionals
Elizabeth Coleman, CNP	Integrative Health	Allied Health Professionals
Annette Frank, RN	Cardiology (Pham)	Allied Health Professionals
Darla Miles, CNP	Psychiatry	Allied Health Professionals

SANFORD TELEMEDICINE APPOINTMENTS:

vRAD APPOINTMENT

Jennifer Kujak, M.D.	Teleradiology	Telemedicine
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vRAD REAPPOINTMENTS:

Cristina Cavazos, M.D.	Teleradiology	Telemedicine
Kevin McDonnell, M.D.	Teleradiology	Telemedicine
Sergey Shkurovich, M.D.	Teleradiology	Telemedicine

RESIGNATIONS: *(for informational purposes only)*

Chelsea Brech, RN	Cardiology	Allied Health Professionals
Jacqueline Haan, RN	Cardiology	Allied Health Professionals
Julie Oyan, LPN	Cardiology	Allied Health Professionals
Brittany Reed, RN	Cardiology	Allied Health Professionals

MARCH COMMENTS

- Ambulatory Surgery** Everyone was very friendly and caring through my procedure, made me feel confident in my care!
- Ambulatory Surgery** Yes, my experiences was very well. I accidentally hit the wrong button on a few questions, couldn't speak to any higher about the nurses. They were fantastic. I wish the doctor would have explained a little bit more. But the nurses I cannot say enough good things about. I have worked in the medical field for years. I worked a Mayo clinic for 29 years. I've never seen nurses so dedicated and friendly as I did in Windham. Thank you.
- Ambulatory Surgery** WAH staff made my unenjoyable procedure a positive experience! Thank you
- Business Office** Thank you to Jenny Hartberg and Kristi DeWall for volunteering at the WAH Foundation Dad's Belgian Waffle Breakfast on Sunday, March 13th. Your help was appreciated! **(Caught you Caring)**
- Business Office** Jeanna LaCanne, Heath Quiring, Jess Blom, Travis Eichstadt, Rob Newman, Bev Boike, Emily Saffert, Jess Roiger, Jen Englin, Debra Stevens, Wanda Bacon, Rhonda Wahl, Ryan Fauglid, Amanda Swanson, These employees donate to the WAH Foundation through payroll deduction. **(Caught you Caring)**
- Business Office** Kim Armstrong, Lori Jensen, Emily Masters, Brenda Muller, Chris Rettke, Jody Saffert, Wendy Wenner, These employees donated over \$100 to the WAH Foundation through payroll deductions in calendar year 2021. **(Caught you Caring)**
- Clinic – Windom** Very professional, easy to listen to, as well as they listened to me. Confident with my care team.
- Clinic - Windom** Very little waiting time for my appointment.
- Clinic - Windom** GREAT PLACE TO BE FOR SURE
- Dietary** Mara brought forward a very inventive idea for an employee reward program that not only provides an incentive, but a way for employees to develop their professional and personal skills. I have really enjoyed working with Mara on the details of the program roll-out, and seeing her enthusiasm for seeing her idea come to a reality. **(Caught you Caring)**
- Emergency Department** The staff was very professional, personable and caring and I am very appreciative of the care I received.
- Emergency Department** Our community is so very fortunate to have it The er dr lissa couldn't have been more caring and thorough my own dr is is right there also they worked very well together I was most confident with my care here

MARCH COMMENTS

Emergency Department

Staff was not very friendly. I had to ask for a folding chair, it got cold after 2 hours, I asked for a warm blanket, the nurse brought one for my husband, the patient. I said I need one, too. Never asked if we needed anything. I finally found a vending machine for a bottle of water. I guess we are used to the Mayo and Avera system. They can't do enough for you. Maybe need to check into those places.

Emergency Department

"The entire experience was not a positive one!

Did not feel that the doctor was really interested in working. Saw him more than once sitting at the desk looking at houses on the computer, while nurses were running.

We were waiting for test results long after what the posted result turn around times are.

Doctor was difficult to understand but even so we felt that the communication was poor, not only from him but the nurses as well.

There were 3 nurses, (Taryn) was wonderful very attentive comforting and on top of everything the others lacked bedside manner.

I realize there is remodeling going on, but why did it take a housekeeper to offer to get us a chair while waiting outside our loved ones room to let him rest. We needed to stay close but wanted to be out of the room, wasn't sure where to go so sat outside his room, one of us was sitting on the floor, when a housekeeper kindly offered to find us a chair!

We were happier once we connected to the doctor over the computer than we were with the doctor in person! We felt at least then we were being understood and our questions were being answered."

Was hoping that problems in WAH Emergency Room had improved. Guess not.

Emergency Department

I was in a lot of pain from a kidney stone and the staff was very helpful for 3am in a Monday morning and got the pain under control and acted efficiently and with care. Great team!

Emergency Department

The nurses who helped me were exceptional and kind. Made me feel comfortable, listened to, and safe.

Housekeeping

Nicole is ALWAYS willing and happy to help in any way she can. I had a question/concern in the gym today, and she had no problem stopping and taking the time to consider the best option. Her cleaning is thorough and complete and her attitude is cheerful, upbeat and positive. She's an assist to WAH. **(Caught you Caring)**

Imaging - Non Magnet

The x-ray people were excellent

MARCH COMMENTS

- Imaging - Non Magnet Everyone was really caring
- Imaging - Non Magnet very nice staff
- Imaging - Non Magnet It was just painful to stretch that arm for the last Xray.
Had to do it three times to get it right!
- Imaging - Non Magnet It didn't take long at all & I was done.
- Lab I appreciated not being rushed.
- Lab I was well taken care of during my stay in the Windom Hospital.
- Lab I'm sorry, I was there for the reason that I was there.
- Lab Hi, I can't say I enjoyed my time because I have a broken leg. But yes it was very just a minute. Just a minute... everything went really good. I really have nothing bad to say about my visit there. I was treated real well.
- Lab I couldn't be happier with my experience. Great and friendly staff.
- Lab so, my sample was contaminated, so I didn't get Cleaned way I should have I guess. So a little a little more effort or help in that regard. Would have been better. Thank you.
- Maintenance A big thank you to all of the maintenance guys for continually going above and beyond to help out our department! Shout out to Terry for checking on our space in the morning, and unbeknownst to us, cleaning up messes that have happened during unstaffed hours. **(Caught you Caring)**
- Maintenance Thanks to our great Maintenance crew that we can come to work today with out Ice everywhere!! **(Caught you Caring)**
- Maintenance Greg went above and beyond by hosting employee tours of the construction progress at the last minute on a Friday. Thanks for being so easy to work with Greg, you are awesome! **(Caught you Caring)**
- Marketing Marketing Department I had a patient who lived in another county but came to Windom for his services because he found our services on the WAH website. He thought it had good information and was easy to read. Thank you to marketing to keeping our presence up-to-date on the various platforms. Awesome! **(Caught you Caring)**
- Nursing - Med Surg I was getting report coming on a 12 hr shift and was assigned patient with a drain and dressing change I have had little to no experience working with. Dawn Davis, the nurse that was giving me report, took the time to walk me through how to do cares on the drain. I was happy she stayed and walked me through

MARCH COMMENTS

the task instead of just verbally telling me what to do. After a 12hr shift she stayed well past report to walk me through the cares for the Jackson Pratt drain and dressing change on an abdominal incision. She was very knowledgeable and happy to share her knowledge with me, it was great learning from her. I am very grateful to be working with her. She is a very kind and compassionate nurse!
(Caught you Caring)

Outpatient

When we have any wounds that need to be treated, this is the place to be. The staff go above and beyond. Awesome place to come

Outpatient

Chris was awesome. She explained everything and gave me some pointers on keeping my weight up. She was the only person I saw. **(Caught you Caring)**

Outpatient

Got right in after getting registered. Didn't have a long wait to see the Dr.

Outpatient Therapy (PT, OT, ST)

Nicole is great with my son! **(Caught you Caring)**

Outpatient Therapy (PT, OT, ST)

"Great to have a strong hometown Physical therapy department! Knowledgeable, efficient! "

Therapy

Harold "Sam" Hill called to say that Joel Riordan did a great job. States that he enjoys the therapy department and all of the staff **(Caught you Caring)**

Therapy

Patient called to praise Joel for doing such a great job with her. She is feeling great. **(Caught you Caring)**

Therapy

Patient called the department to say that "Ike is a wonderful therapist. I am now able to manage my symptoms with what he has taught me. I am very appreciative of all that he has done for me" **(Caught you Caring)**

Surgery

Jackie Fester & Anita Eichstadt were asked to help a patient who needed more education after having surgery at another facility. The patient had called with questions and was looking for help closer to home. They met with the patient and answered questions he had, helped him set up physical therapy appointments and arranged transportation. They showed great examples of integrity and excellence!! **(Caught you Caring)**



Earl Karschnik
October 31, 1929 - March 22, 2022

*The family of
Earl Karschnik
wishes to thank you
for your kindness and
sympathy at a time when
it was deeply appreciated.*

*Thank you so much for
remembering me by
sending a plant for my
Dad's funeral. It was
Very much appreciated.*

*Julie
Brugman*

Windom Area Hospital Auxiliary Summary April 2021 – March 2022

For a second consecutive year, a 2021 annual Spring Banquet was not held because of Covid-19 restrictions.

GOALS FOR THIS YEAR:

1. Donate a minimum of \$5,000 towards a cataract surgical chair for the Surgery Department. This goal continues until the dollar amount is met. (IN PROGRESS)
2. Retain 90% of current of the 62 active and associate members for a combined total of 56 members. (IN PROGRESS)
3. Increase membership by 5 new members. (IN PROGRESS We have welcomed 3 new members so far.)
4. Add Holiday in July bake sale. Resume Halloween, December, and Valentines bake sales. (PARTIALLY COMPLETED Held Holiday in July and Valentine's Bake Sales.)
5. Resume Spring Banquet/Annual Meeting in April 2022. (COMPLETED!!!!)

HIGHLIGHTS FROM THE YEAR:

- For Hospital Week in May, Auxiliary members wrote personal thank you notes to every hospital employee and enclosed a coupon for a small Dairy Queen blizzard for a second year.
- For National EMS Week in May, we gave Dairy Queen blizzard coupons to the Windom Ambulance Squad also with a thank you for their service during Covid.
- Lobby Hostesses resumed May 2021. Members volunteered extra shifts during the Emergency Department remodel.
- In July 2021, the Auxiliary partnered with the hospital staff for a Holiday in July Bake Sale to raise funds for The Giving Tree project of giving gifts to local children in December.
- The Cottonwood County Fair was held, but we voted not to participate so the fundraiser of raffle tickets of Chamber Bucks was not held.
- In October and November, we did hold our fundraiser selling fresh pecans and caramel pecan clusters
- There was no Halloween Bake Sale in October and no Craft and Bake Sale in December.
- In December, we sent cards again to all hospital employees, but included \$5 Chamber Bucks this time.
- In December, members decorated trees and areas in the hospital following the safety guidelines.
- We knitted stocking hats for newborns and made big stockings for babies born in December.
- It was with great delight that we held a Valentine's Balloon and Bake Sale again in February 2022.
- All fundraising profits continue to be donated to the hospital for equipment. In 2021 we donated towards a Chemo Hood.
- Our 2021 membership numbers declined again this year to 37 Active and 25 Associate. Because of impact of Covid-19 on local businesses, again we did not solicit contributions from Patron members.
- Dues reverted to \$20 per year for both Active and Associate members.
- Meetings were held via Zoom January through May. Beginning in June 2021, we were allowed to meet in person at the hospital following the hospital's safety protocols. Average attendance at our monthly meetings in 2019 was 25.9, in 2020 it fell to 18.2, and in 2021 it dropped even further to 16.0. The in-person meetings were limited to a maximum of 20 members in the Conference Room.
- Members volunteered 1,304 hours in 2021 in comparison to 1,133 hours in 2020. This is an increase, but well below our average before Covid of volunteering over 2,000 hours each year.
- Since our fundraising capability was limited, we donated only \$4,139 to the hospital in the calendar year 2021. Our 5-year average donation is \$6,114 and our cumulative donations since 1974 now totals **\$283,071.17.**
- Did you know?? The very first Windom Hospital Auxiliary meeting was held in 1921. The Auxiliary reformed in 1974 so this current group will celebrate 50 years in 2024!
- March 2022 election results: Vice-President – Karen Skarphol, Recording Secretary – Marlene Smith, Corresponding Secretary – Betty Olson and Board Members – Nancy Michalski, Karla Taber, and Diane Vellema.

Sincere thanks to ALL Auxiliary members for another successful year!

Mary Klosterbuer, President