

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

Purpose: Provide governance for Windom Area Health

Meeting Date/Time/Location: Monday, June 26, 2023 / 5:30 pm / Large Conference Room

Members: All Windom Area Health Governing Board Mbrs	Present:
	Absent:
	Others:
Recorder:	Heather Hummel, Executive 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 Governing Board Vice-Chair	Kay Gross
Meeting Minutes	<ul style="list-style-type: none"> Approve Windom Area Health Governing Board minutes from the regular meeting of May 22, 2023 (<i>Board Motion</i>) Approve Windom Area Health Governing Board minutes from the special meeting of June 15, 2023 (<i>Board Motion</i>) 	Kay Gross
Board Education	Heath Qiring, Imaging Manager	
COMMITTEE REPORTS		
Professional Practice / Quality & Planning Cmte	<ul style="list-style-type: none"> Medical Staff Credentialing review and approval per recommendation from the WAH Medical Staff (<i>Board Motion</i>) Medical Staff meeting review Review PP/Q & P Committee meeting activities 	Dr. Taber Dr. Blue Kay Gross
Finance / Personnel / Labor Relations & Bldg & Grounds Cmte	<ul style="list-style-type: none"> Review F/P/LR & B-G Committee meeting activities Review and recommend approval of WAH resignations and terminations (<i>Board Motion</i>) Present and approve new RN union contract and wage adjustments (<i>Board Motion</i>) 	Justin Schmit John Peyerl Emily M
OTHER REPORTS		
Statistical & Financial Performance Reports	Review & recommend approval of statistical & financial reports (<i>Board Motion</i>)	John Peyerl
Capital Acquisition Activity	Review capital acquisition activity	John Peyerl
FY 2023 Financial Audit	Update of FY2023 WAH audit conducted by CliftonLarsonAllen	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
Turnover & Workforce Benchmarking Report	Presentation on Turnover and Workforce Benchmarking Report	Emily Masters
Patient Concern Reports	Review patient concern reports and patient survey comments	Monica Huber
Patient Safety Reports	Review patient safety activities	Monica Huber
WAH Policy Review	Review and approve the following policies: (<i>Board Motion</i>) <ul style="list-style-type: none"> FY2024 Tuberculosis Exposure Control Plan FY2024 Bloodborne Pathogen Exposure Control Plan 	Shelby M Monica H

Medical Director	Organizational updates	Dr. Blue	
Administration	<ul style="list-style-type: none"> Review/Update of Senior Management Team Executive Summaries Review and approve WAH committee meeting reports as presented (<i>Board Motion</i>) 	Sr Mgmt Team	
City of Windom	Informational updates	Steve Nasby Marv Grunig	
Sanford Health Network	Informational updates	Dave Rogers, SHN Exec Dir	
WAH Foundation Board	No Foundation Board meeting in June. The May 30, 2023 Foundation Board meeting minutes are included in Board book.	Kay Gross	
WAH Auxiliary	Auxiliary met June 12, 2023. Minutes from the May 8, 2023 Auxiliary Meeting are included in Board book.	Kay Gross	
OLD & NEW BUSINESS			
Old Business		Kay Gross	
New Business		Kay Gross	
CONCLUSION			
	Conclude WAH Governing Board meeting	Kay Gross	

Meeting Name: Windom Area Health Governing Board of Directors Meeting
MINUTES

Purpose: Provide governance for Windom Area Health

Meeting Date/Time/Location: **Monday, May 22, 2023 / 5:30 pm / Large Conference Room**

Members: All Windom Area Health Governing Board Mbrs
 Present: Dr. Michael Fisher, Kay Gross, Terry Tegels, Ann Bartelt, Dan Ortmann, Justin Schmit, Julie Brugman/Mt. Lake Advisory Member, Shelby Medina/CEO, Dr. Dan Blue/Medical Director, John Peyerl/CFO, Emily Masters/CHRO, Dave Rogers/SHNVP
 Absent: Monica Huber/CNO
 Others: Dr. Taber/Chief of Staff, Steve Nasby/City Admin, Marv Grunig/City Council Liasion, Landon, Johnson/Nurse Manager, Heather Hummel/Executive Assistant

Recorder: Heather Hummel, Executive Asst

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

Call to Order	The Windom Area Health Governing Board meeting was called to order at 5:30 pm by Governing Board Chair, Dr. Michael Fisher.	Dr. Michael Fisher
Meeting Minutes	M/S/C UNANIMOUSLY TO APPROVE WINDOM AREA HEALTH GOVERNING BOARD MINUTES FROM THE REGULAR MEETING OF APRIL 24, 2023 (GROSS/TEGELS). M/S/C UNANIMOUSLY TO APPROVE WINDOM AREA HEALTH GOVERNING BOARD MINUTES FROM THE SPECIAL MEETING OF MAY 8, 2023 (GROSS/SCHMIT).	Dr. Michael Fisher
Introduction	Shelby introduced Dr. Jim Hinshaw, OB/GYN to the Governing Board members.	
Board Education	Kim Armstrong and Ashley Haskin gave a presentation on Compliance.	
Election of FY24 Officers	The proposed Slate of Officers to the Windom Area Health Governing Board for FY2024 was presented for approval. M/S/C UNANIMOUSLY TO APPROVE THE FY2024 SLATE OF OFFICERS TO THE WINDOM AREA HEALTH GOVERNING BOARD AS PRESENTED- GOVERNING BOARD CHAIR-DR. MICHAEL B. FISHER, VICE-CHAIR-KAY GROSS, SECRETARY-DAN ORTMANN, & TREASURER-TERRY TEGELS (TEGELS/BARTELT). Committee chairs were designated as follows: Professional Practice Committee - Kay Gross and Finance/Personnel/Labor Relations/Building & Grounds – Justin Schmit. Governing Board meeting resumed with Dr. Michael Fisher as chairperson.	Dr. Michael Fisher

COMMITTEE REPORTS

Professional Practice / Quality & Planning Cmte	<p>The May Medical Staff Credentialing list was presented for review to include Dr. Hinshaw’s credentials which were approved for active Medical Staff with the following motion made: M/S/C UNANIMOUSLY, UPON RECOMMENDATION FROM THE WAH MEDICAL STAFF, TO APPROVE MEDICAL STAFF CREDENTIALING AS PRESENTED (TEGELS/GROSS).</p> <p>APPOINTMENTS:</p> <table border="0"> <tr> <td>Akachi Azubuike, M.D.</td> <td>Telehospitalist</td> <td>Telemedicine</td> </tr> <tr> <td>James Hinshaw, M.D.</td> <td>OB/GYN</td> <td>Active</td> </tr> <tr> <td>Kehinde Idowu, M.D.</td> <td>Telehospitalist</td> <td>Telemedicine</td> </tr> <tr> <td>Blake Kadinger, CNP</td> <td>Cardiology (Jonsson)</td> <td>Allied Health Professionals</td> </tr> <tr> <td>Laura Thomas, CNP</td> <td>Cardiology (Jonsson)</td> <td>Allied Health Professionals</td> </tr> </table> <p>REAPPOINTMENTS:</p>	Akachi Azubuike, M.D.	Telehospitalist	Telemedicine	James Hinshaw, M.D.	OB/GYN	Active	Kehinde Idowu, M.D.	Telehospitalist	Telemedicine	Blake Kadinger, CNP	Cardiology (Jonsson)	Allied Health Professionals	Laura Thomas, CNP	Cardiology (Jonsson)	Allied Health Professionals	<p>Dr. Taber Dr. Blue Terry Tegels</p>
Akachi Azubuike, M.D.	Telehospitalist	Telemedicine															
James Hinshaw, M.D.	OB/GYN	Active															
Kehinde Idowu, M.D.	Telehospitalist	Telemedicine															
Blake Kadinger, CNP	Cardiology (Jonsson)	Allied Health Professionals															
Laura Thomas, CNP	Cardiology (Jonsson)	Allied Health Professionals															

	<p>Pamela Barthle, CNP Christopher Johansen, M.D. Douglas Lynch, M.D. Elden Rand, M.D.</p> <p>SANFORD TELEMEDICINE APPOINTMENTS: Derrick Doolittle, M.D. Daniel Lee Fetzer, M.D. Logan Frank, DNP</p> <p>VRAD APPOINTMENTS: Maryellyn Gilfeather, M.D. Sergy Lemeshko, M.D.</p> <p>VRAD REAPPOINTMENTS: Dawood Malik, M.D.</p> <p>RESIGNATIONS: Chimkama Ibe, M.D.</p> <p><i>WAH MEDICAL STAFF MEETING UPDATE-</i> Dr. Blue reported on the Medical Staff meeting held earlier in the day. Changes with the Federal Mandate ending May 11 for COVID has warranted some policy and testing changes for the hospital.</p>	<p>Cardiology (Pham) Radiology Pathology Cardiology</p> <p>Radiology Radiology Family Practice</p> <p>Teleradiology Teleradiology</p> <p>Teleradiology</p> <p>Telehospitalist</p>	<p>Allied Health Professionals Consulting Consulting Consulting</p> <p>Telemedicine Telemedicine Telemedicine</p> <p>Telemedicine Telemedicine</p> <p>Telemedicine</p> <p>Telemedicine</p>	
Finance / Personnel / Labor Relations & Bldg & Grounds Cmte	<p>M/S/C UNANIMOUSLY TO APPROVE SENDING 80 ACCOUNTS TOTALING \$74,193.52 TO AAA COLLECTIONS AND APPROVE 10 FINANCIAL ASSISTANCE ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$10,671.75 (ORTMANN/SCHMIT). In month 1 of FY24, financial assistance accounts approved for write off totaled \$1,892.60 on a budget of \$125,000. M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE FOLLOWING RESIGNATIONS/TERMINATIONS – RESIGNATIONS OF HEALTH UNIT COORDINATOR EFFECTIVE 2/16/2023; NURSE INTERN EFFECTIVE 4/15/2023; PATIENT ACCESS REPRESENTATIVE EFFECTIVE 5/18/2023. (SCHMIT/TEGELS)</p>			Justin Schmit
OTHER REPORTS				
Statistical & Financial Performance Reports	<p>April 2023 statistical and utilization graphs were reviewed for the month. John indicated that imaging procedure counts were 131 procedures above budget. Laboratory volumes exceeded budget expectations. There were 10,733 in the month of April, which is 1,376 more than last April and 1,158 more than budget. Net income from operations was \$197,390 compared to a budget of \$131,700. April operating income is 8.59% compared to a budget percentage of 6.13%. FY2023 year-to-date net income totals \$1,541,919 on a projected budget of \$1,730,000. Days in A/R were reported at 49.38 and Days Cash on hand totaled 325. M/S/C UNANIMOUSLY TO APPROVE APRIL 2023 STATISTICAL AND FINANCIAL PERFORMANCE REPORT AS PRESENTED (SCHMIT/GROSS)</p>			John Peyerl
Capital Acquisition Activity	<p>The April Capital Acquisition activity included the Vein Visualization System and updating of two Cataract Chairs.</p>			John Peyerl
Financial Institution Designation	<p>M/S/C UNANIMOUSLY TO APPROVE BANK OF THE WEST, BANK MIDWEST TO INCLUDE THE CDARS PROGRAM, UNITED PRAIRIE BANK, LEADING EDGE CREDIT UNION AND MIDWEST WEALTH MANAGEMENT AS DESIGNATED FINANCIAL INSTITUTIONS DURING FY2023-24 FOR WINDOM AREA HEALTH (FISHER/TEGELS) *DUE TO CONFLICT OF INTEREST, JUSTIN SCHMIT ABSTAINED FROM VOTING ON THIS AGENDA ITEM.</p>			John Peyerl
FY2023 CLA Audit	<p>The Windom Area Health annual audit with CliftonLarsonAllen, will be held the week of June 5, 2023. John noted the final audit is expected to be presented by CliftonLarsonAllen at the July 24, 2023 Board Meeting.</p>			John Peyerl
Educational Assistance Applications	<p>There were no Educational Assistant applications submitted for Board action.</p>			Emily Masters
New / Department Transfer Employees	<p>The following new hires / department transfers and updates were reported – New hires included FT Registered Nurse effective May 30, 2023, PRN Specialty Clinic RN effective April 24, 2023.</p>			Emily Masters

Patient Concern Reports	April 2023 Patient Concern Reports and patient survey comments were reviewed and appropriately addressed.	Shelby Medina / Landon Johnson
Patient Safety Reports	Landon noted 0 reportable patient falls occurred; 0 documented skin integrity issues to patients; 0 use of patient restraints; and 0 opioid-related deaths. Landon stated there were no reportable adverse event reported for the month.	Landon Johnson
WAH Policy Review	There were no policies presented for Governing Board approval.	Dr. Michael Fisher
Medical Director	Dr. Blue discussed the different operational details for Dr. Hinshaw including new procedure supplies needed for the clinic. Dr. Blue discussed Tim Klassen, CRNA in regards to his pain management clinic being on hold due to needing a collaborative agreement with a provider. More information to come as things continue to develop.	Dr. Blue
Administration	Landon Johnson, Nurse Manager, shared the Nursing Week activities that were in conjunction with Hospital Week. Union contract negotiations have started with a second meeting to be held on May 30, 2023. Union negotiations are held every three years. There are currently RN positions still open. The Nursing Department is currently working with a couple Nursing Interns. CHRO, Emily Masters, reported on the Mental Health Walk-In Clinic. More equipment is being installed on the Wellness Path. Shelby Medina, CEO, reported that significant improvements have been made in our transfer rate. There has been a significant increase in denials and appeals with Blue Cross Blue Shield. This is resulting in denial of claims for medical necessity, which then requires having to request multiple physicians to review information. This increases the cost for our billing staff to get claims approved. M/S/C UNANIMOUSLY TO APPROVE WAH COMMITTEE MEETING REPORTS AS PRESENTED (GROSS/SCHMIT). M/S/C UNANIMOUSLY TO APPROVE DANIELLE BUNTING AS THE DESIGNATION OF PRIVACY OFFICER (FISHER/GROSS).	Sr Mgmt Team
City of Windom	Marv Grunig reported that there is a Tax Bill, which includes an appropriation for the City of Windom for \$13 Million. \$10 million of that would go HyLife, \$2 million to repay loans on treatment plant \$1 million for loss of students if the plant would close. This bill is contingent on HyLife closing.	Marv Grunig
Sanford Health Network	Dave Rogers gave an update on Connect Day, which was held on May 4, 2023. Work is currently being done for the supply chain transition and financial system transition from Workday. Currently trying to facilitate between Sanford and Affiliate Sites. Sanford continues to have a positive trend where other healthcare entities have not.	Dave Rogers, SHN Exec Dir
WAH Foundation Board	The next Foundation Board meeting will be held May 30, 2023, 5:00 pm in LCR. The April 25, 2023 and May 2, 2023 Special Board meeting minutes are included in Board book.	Dr. Michael Fisher
WAH Auxiliary	The Auxiliary met March 13, 2023. Auxiliary Spring Banquet held Monday, April 10, 2023. The FY2022-23 Spring Banquet information is included in Board book.	Dr. Michael Fisher
OLD & NEW BUSINESS		
Old Business	There was no old business to report.	Dr. Michael Fisher
New Business	Windom Area Health Governing Board members are required to complete a FY2024 Conflict of Interest Disclosure Statement. Please return them to Shelby or Heather at your earliest convenience.	Dr. Michael Fisher
New Business: Closed Executive Session	M/S/C UNANIMOUSLY TO ENTER INTO AN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSIONS REGARDING STRATEGIC PARTNERSHIPS ALIGNING WITH BOARD APPROVED WAH STRATEGIC GOALS/INITIATIVES PER MINN. STATUTE 144.581 HOSPITAL AUTHORITIES; SUBD. 5 (SCHMIT/GROSS) M/S/C UNANIMOUSLY TO RE-OPEN THE WAH GOVERNING BOARD MEETING TO THE PUBLIC AT THE CONCLUSION OF THE EXECUTIVE SESSION (BARTELT/SCHMIT).	Dr. Michael Fisher
CONCLUSION		
	Chairperson, Dr. Michael Fisher, concluded the WAH Governing Board meeting.	Dr. Michael Fisher

Signature _____, Dan Ortmann, Governing Board Secretary

Meeting Name: Windom Area Health SPECIAL Governing Board Meeting
GOVERNING BOARD MINUTES

Purpose: Special Meeting	
Date/Time/Location:	Thursday, June 15, 2023 / 12:00 pm / Large Conference Room
Facilitator:	Dr. Michael Fisher
Attending Members: All WAH Governing Board members	Present: Dr. Michael Fisher, Dan Ortmann, Justin Schmit, Terry Tegels, Shelby Medina/CEO, Dr. Dan Blue/WAH Medical Director, John Peyerl/CFO, Emily Masters/CHRO Present via WebEx: Ann Bartelt, Dave Rogers/SHN Executive Director Absent: Monica Huber/CNO, Other Attendees: Steve Nasby/Windom City Administrator, Marv Grunig/City Council Liaison, Heather Hummel/Executive Assistant, Todd Hagen/Ehlers, Matt Borchardt/CliftonLarsonAllen, Jim Nelson/Guest, Dennis Esplan/Guest, Dominic Jones/City of Windom Mayor
Recorder:	Heather Hummel, Executive Assistant

TOPIC	ACTION STEP(S)	LEADER	
AGENDA ITEMS			
Call to Order	Windom Area Health Governing Board meeting was called to order at 12:00 pm by WAH Board Chairperson, Dr. Michael Fisher.	Dr. M Fisher	
Medical Office Building Proposal	Matt Borchardt from CliftonLarsonAllen gave a presentation on the financial feasibility of the Medical Office Building project. Strategic growth opportunities, other initiatives and capital concepts were discussed in relation to the long range financial planning to create different financial scenarios to support the Medical Office Building project. Todd Hagen from Ehlers discussed different financial options for Windom Area Health and The City of Windom including securing a temporary construction bond while finalizing the overall financial project. Shelby shared that as we look at the future stability of Windom Area Health, our service area goes beyond our county lines. Our growth strategy is to pull that market share which will then attract providers to come here as well. Dr. Blue noted that this is a milestone moment. This expansion will give the hospital great opportunity to not only remain independent, but also make Windom Area Health a destination for healthcare in our region.	Shelby M / John P	
Conclude Meeting	The WAH Special Governing Board meeting was concluded by Chairperson, Dr. Michael Fisher.	Dr. M Fisher	

Signature _____, Dan Ortmann, Governing Board Secretary

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
as of June 21, 2023
WAH MISSION: "Dedicated to Health"

CHIEF EXECUTIVE OFFICER REPORT

• **Organizational Updates**

- CONGRATS, to Rob Newman, WAH Radiology Tech, who was named Minnesota West Clinical Instructor of the Year by Minnesota West Radiological Technologist Students.
- Dr. Hinshaw's clinic is doing well with patients interested in surgical needs assisted by the DaVinci surgical robot.
- We continue to work with the State of MN in identifying barriers within the medical licensing board significantly delaying the credentialing processes. Licensing procedures has delayed Dr. Fernandez's start date and we are now expecting a July start. More information to come as we work through Minnesota licensing procedures.

• **MHA/Federal Updates:**

- State Bills:
 - SF 1561/HF 1700 Nurse Staffing Ratio:
 - Bill replaced with Nurse and Patient Safety Act. Removed all mandated staffing committees and all that came with them. What remains in the bill are:
 - Violence prevention provisions; loan forgiveness funding; child care assistance for direct care workers; and funding for MDH workforce study focused on the causes for nurses leaving the profession
 - SF 2/HF2 Paid Family and Medical Leave
 - Still monitoring progression through committee

• **Committee Meeting Updates**

- Work Place Violence: Nothing to Report until September
- Infection Prevention: Nothing to Report until August
- Pharmacy and Therapeutics: Nothing to Report until August
- PI/ Risk: Met February 16, 2023
 - All Department PI goals and processes discussed. All departments are either trending towards or have met PI goals.
- Utilization Review: Nothing to Report until September
- Emergency Preparedness: No Report until July

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
As of June 22, 2023
WAH MISSION: *"Dedicated to Health"*

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was negative \$44,868 compared to a budget of negative \$17,500. Our net patient revenue was \$36,401 less than last May. May operating income is -2.09% compared to a budget percentage of -0.81%.

The volume of inpatient activity in May met budget expectations. The acute admissions were six more than April and equal to the budgeted volume. Activity on the outpatient side produced volumes and revenues at our monthly averages and slightly above budget expectation. Eighty-four percent of our gross revenues came from outpatient activity, which is equal to expectations. Acute admissions totaled twenty-six. Those twenty-six admissions produced sixty-one inpatient days for an average daily census of 2.0. Outpatient gross revenue was \$39,604 more than budget and \$352,141 more than last May.

- Imaging procedure counts were 45 procedures above budget. Imaging performed 790 procedures compared to a budget of 745. Last May, 674 procedures were performed.
- Laboratory volumes exceeded budget expectations. Last fiscal year laboratory tests averaged about 10,140 in a given month. There were 9,906 in the month of May, which is 876 more than last May and fifty-six more than budget.
- Seventy-two surgical procedures were performed in May, which is two more than our budgeted number of seventy and thirteen more than last May. Seven of those surgeries were joint replacements.
- Rehab Therapy performed 2,123 modalities in May, which was 431 more than last May. That is 423 more modalities than the budgeted number of 1,700.

Contractual adjustments came in at 51.09% for the month. Contractual adjustments were budgeted at 50.35%.

Overall, expenses were \$16,961 more than budget. Supplies (\$30,368) was the only category of note categories that exceeded budget.

Looking Forward:

- FY2023 Annual Audit Presentation in July and Cost Report Preparation

WINDOM AREA HEATH
GOVERNING BOARD EXECUTIVE SUMMARY
as of June 21, 2023
WAH MISSION: "Dedicated to Health"

CHIEF NURSING OFFICER REPORT

- Nursing union contract negotiations are complete. Awaiting final document and vote of the members.
- Working to reinforce patient satisfaction initiatives and service recovery tactics.
- Investigating building the Daisy Award program for excellence in nursing.

Medical/Surgical/OB/Emergency Room:

- 1.7 RN FTEs open
- Several RN's are being oriented. 2 new grads to take their nursing boards this month.

Surgery

- Staff training for the robot has started
- Working to optimize OR availability for Dr. Botker's patients

MHA Safety Data as of June 21:

- Falls: 1 (no injury)
- Skin Integrity 0
- Restraints 0
- Opioid Deaths 0
- Reportable Events: 0

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of June 21, 2023

WAH MISSION: "Dedicated to Health"

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - RN
 - Nursing Intern
 - Radiology Tech
 - Patient Account Manager
 - Paramedic
 - Surgical Tech
 - LPN or MA – Specialty Clinic
 - Director of Business Development/Marketing
 - Patient Access Rep- Scheduling
 - HIM Clerk
 - Specialty Clinic- Patient Access Rep
 - Dietary Aide/Cook
 - Contract Fitness Instructors
- We successfully completed negotiations with the AFSCME RN Union for a new contract beginning 7/1/23. A summary of new agreements and contract changes will be reported at board.
- We have 'rolled back' the COVID vaccine mandate due the federal government and CMS no longer requiring it. We are now handling this like the flu vaccine.
- With the upcoming legalization of marijuana in August, we are working on revising our pre-employment drug testing plan. A final policy will be brought to the July meeting for Med Staff and Board review.

Community Health/Mental Health/Wellness Center

- We have had 20 walk-in clinic patients as of 6/16. The last few weeks have been slow so we will begin recommunicating hours and availability out to community partners.
- A summer Kid's Health Fair will be held on July 20th, for ages 5-10 years, incorporating yoga, mental health, a planting activity and healthy snack.
- We were granted \$100,000 from a federal HRSA grant over the next year for work in developing the Mental Health Walk-In Clinic.
- New swings, tire swing, and balance beams have been installed on the Be Well Path. A climbing dome will be installed later this summer. A Path summer celebration event will be held on August 10th. More details to come.
- 10 individuals (plus 7 workers from the DAC) are participating in the Walk with Ease program.

Marketing/PR/Foundation

- We will be having a professional photoshoot this week, with a goal of having new and updated stock images to incorporate into our marketing materials.
- The Mt. Lake Police Dept sold 'pink patches' at the Pow Wow with proceeds going to the Women's Health Fund.
- We had a great Foundation Golf Tournament, with 14 teams golfing and many hospital employees and board members participating. We are waiting on a total for the fundraising, which will go towards the OB monitoring system.
- We have incorporated our digital signage platform into all the inpatient rooms.
- Letters to female community members in the 30-mile radius have been delivered introducing Dr. Hinshaw. Letters have also gone out to over 60 physicians, personally from Dr. Hinshaw.

Sponsorships/Donations – donating 50 bags, chip clips, magnets for Blue Heron Days

Committee Meetings

- **Employee Focus/Finance:**
- **Patient & Family Advisory Committee:** Met 6/6/23. Dr. Hinshaw was introduced to the group, we did a walk-through of the ED vestibule and members provided great feedback on improvements to signage and the patient experience.
- **Safety:** Next meeting - July 26th
- **Safe Patient Handling:** Next meeting – July 26th

THRIVING IN YOUR GOLDEN YEARS



A FREE Lunch & Learn on Menopause and Beyond

Join Dr. James Hinshaw, OB/GYN, for a FREE one-hour presentation where he will discuss what to expect once you move into menopause and beyond, what you can do to be prepared and possibly minimize symptoms, as well as options for treatments and surgical procedures that would help you thrive as you enter the golden years of your life.

WEDNESDAY, JUNE 28 • 12:00 NOON-1:00 P.M.
COTTONWOOD COUNTY HISTORICAL SOCIETY

Register by June 22nd to guarantee a meal!

CALL 507-831-0620 TO REGISTER TODAY!



**DR. JAMES
HINSHAW,**
OB/GYN



**WINDOM
AREA HEALTH**

Specialty Clinics

2150 Hospital Drive | Windom, MN | 507-831-2400 | windomareahealth.org

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, June 26, 2023 / 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 Peyerl/CFO, Emily Masters/CHRO, Monica Huber/CNO, Dr. Dan Blue/Medical Dir, Shelby Medina/CEO		Present: Absent: Others:	
Chairperson (or Acting Chairperson)		Justin Schmit, Chairperson	
Recorder:		Heather Hummel, Executive Asst	
Category / Topic	Action step(s) / Updates	Leader:	
STANDING ITEMS			
Call to Order	Call Finance/Personnel/Labor Relations & Building & Grounds Committee meeting to order at 4:30 pm by chairperson	Justin Schmit	
Minutes	Approve minutes from regular Committee meeting of May 22, 2023 <i>(Cmte Motion)</i>	Justin Schmit	
Collections & Financial Assistance	Review & recommend approval of patient financial accounts <i>(Cmte Motion / Bd Motion)</i>	John Peyerl	
Employee Resignations & Terminations	Review & recommend acceptance of WAH employee resignations / terminations <i>(Cmte Motion / Bd Motion)</i>	Emily Masters	
FOLLOW-UP ITEMS			
NEW/CURRENT ITEMS			
FY 2023 Financial Audit	Update of FY2023 WAH audit conducted by CliftonLarsonAllen	John P	
RN Union Contract	Present and approve new RN union contract and wage adjustments <i>(Cmte Motion / Bd Motion)</i>	Emily M	
<i>Other</i>			
CONCLUSION			
	Conclude Finance/Personnel/Labor Relations & Building & Grounds Committee meeting	Justin Schmit	

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, May 22, 2023 / 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 Peyerl/CFO, Emily Masters/CHRO, Monica Huber/CNO, Dr. Dan Blue/Medical Dir, Shelby Medina/CEO
 Present: Justin Schmit, Ann Bartelt, Dan Ortmann, Julie Brugman/Mt. Lake Advisory Member, Dr. Michael Fisher/Ex-Officio, Shelby Medina/CEO, Dr. Dan Blue/Medical Director, John Peyerl/CFO, Emily Masters/CHRO
 Absent: Monica Huber/CNO
 Others: Landon Johnson/Nurse Manager, Heather Hummel/Executive Assistant

Chairperson (or Acting Chairperson): Justin Schmit, Chairperson

Recorder: Heather Hummel, Executive 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 Schmit
Minutes	M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF APRIL 24, 2023, AS PRESENTED (BRUGMAN/ORTMANN).	Justin Schmit
Collections & Financial Assistance	M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF SENDING 80 PATIENT ACCOUNTS TOTALING \$74,193.52 TO AAA COLLECTIONS; RECOMMEND APPROVAL OF THE FOLLOWING FINANCIAL ASSISTANCE PATIENT ACCOUNTS: 8 NEW ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$8,613.37; 2 ACCOUNTS FOR WRITE-OFF WITH A BALANCE BELOW \$1500 TOTALING \$2,058.38; AND THERE WERE NO PREVIOUSLY APPROVED ACCOUNTS FOR WRITE-OFF; IN TOTAL, 10 FINANCIAL ASSISTANCE ACCOUNTS WERE SUBMITTED AND APPROVED FOR WRITE-OFF TOTALING \$10,671.75 (SCHMIT/BARTELT)	John Peyerl
Employee Resignations & Terminations	M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE FOLLOWING RESIGNATIONS: HEALTH UNIT COORDINATOR EFFECTIVE 2/16/2023; NURSE INTERN EFFECTIVE 4/15/2023; PATIENT ACCESS REPRESENTATIVE EFFECTIVE 5/18/2023. THERE WERE NO TERMINATIONS OF EMPLOYMENT TO REPORT (SCHMIT/ORTMANN).	Emily Masters

FOLLOW-UP ITEMS

	There were no follow-up items to address.	
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NEW/CURRENT ITEMS

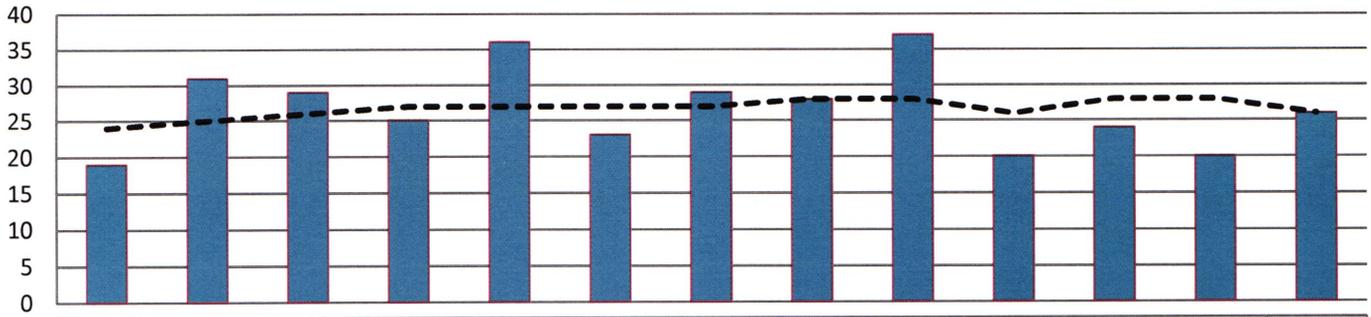
CliftonLarsonAllen Audit	The on-site review of FY2023 Windom Area Health audit by CliftonLarsonAllen will be held during the week of June 5, 2023. Audit presentation will be held at the July Board meeting.	John Peyerl
Service Line Updates	Shelby informed the committee that Tim Klassen's pain clinic services have been suspended due to not having a collaborating physician, which is required within his contract. More information will be shared as management works to find solutions.	Shelby Medina
Other	Dr. Blue reported that the Federal Mandate for COVID dropped May 11. Because of this change, some of our WAH policies will be updated to reflect how we will respond/act. Any pre-op patients will be tested only if they have symptoms or if they have been in close contact with someone who tested positive for COVID. Individuals that would like to wear a mask, can still do so. Various State bills are being watched to see how they will affect us at Windom Area Health.	

CONCLUSION

	Chairperson, Just Schmit, concluded the Finance/Personnel/Labor Relations & Building & Grounds Committee meeting.	Justin Schmit
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ADMISSIONS

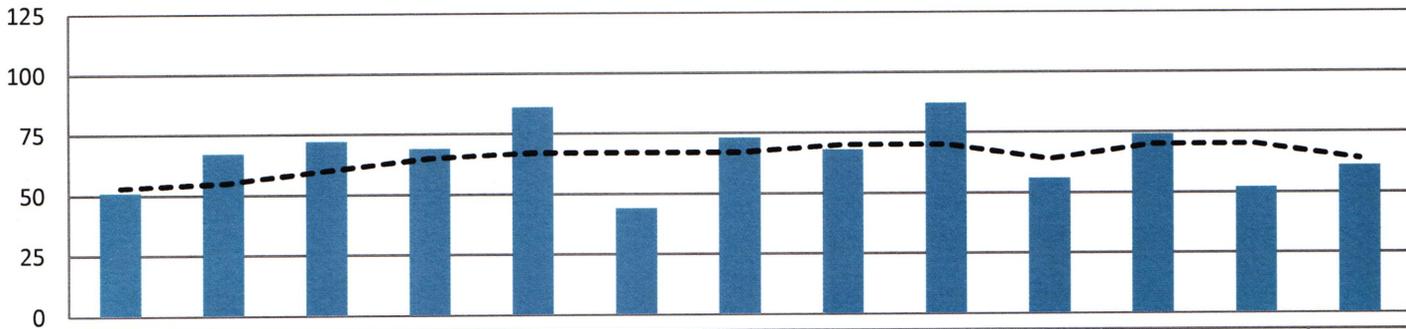
Admissions Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
Admissions	19	31	29	25	36	23	29	28	37	20	24	20	26
Budget	24	25	26	27	27	27	27	28	28	26	28	28	26

PATIENT DAYS

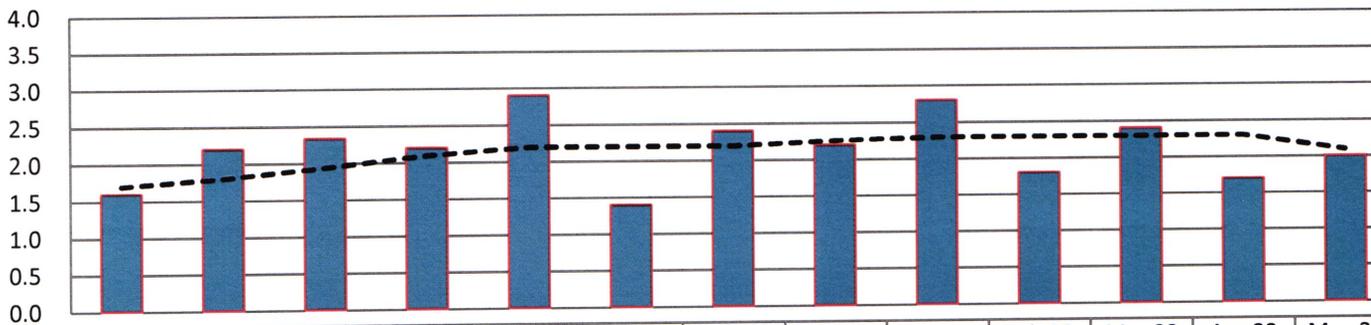
Pt Days Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
Pt Days	51	67	72	69	86	44	73	68	87	56	74	52	61
Budget	53	55	60	65	67	67	67	70	70	64	70	70	64

AVERAGE PATIENTS PER DAY

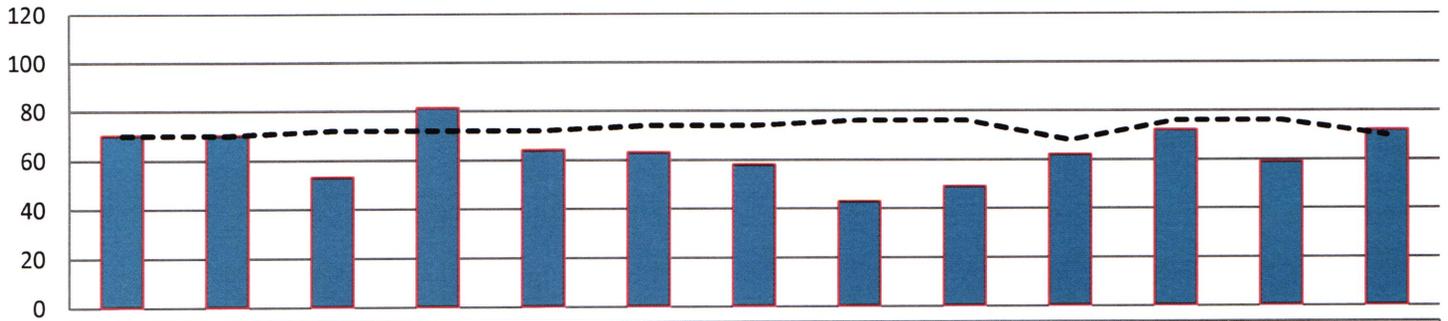
Avg Pt/Day Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
Avg Pt/Day	1.6	2.2	2.3	2.2	2.9	1.4	2.4	2.2	2.8	1.8	2.4	1.7	2.0
Budget	1.7	1.8	1.9	2.1	2.2	2.2	2.2	2.3	2.3	2.3	2.3	2.3	2.1

SURGERY

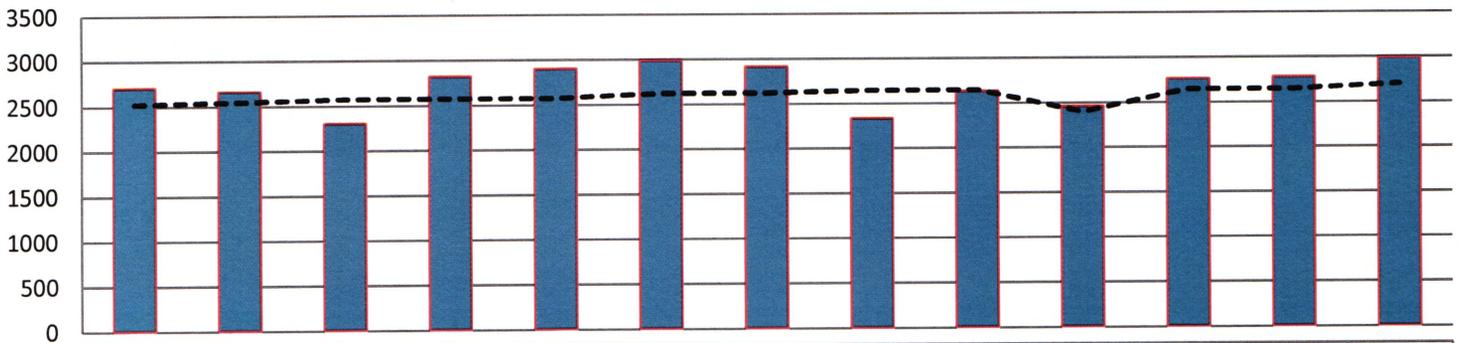
Surgery Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
Surgery	70	70	53	81	64	63	58	43	49	62	72	59	72
Budget	70	70	72	72	72	74	74	76	76	68	76	76	70

OUTPATIENT OCCASIONS OF SERVICE

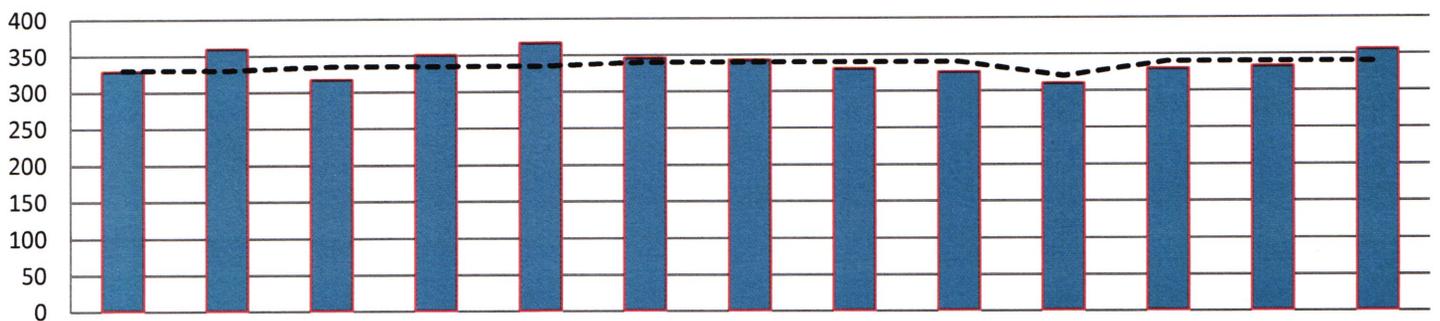
OP Visits Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
OP Visits	2704	2661	2303	2818	2899	2984	2912	2336	2633	2458	2758	2776	2986
Budget	2525	2550	2575	2575	2575	2625	2625	2650	2650	2400	2650	2650	2700

EMERGENCY VISITS

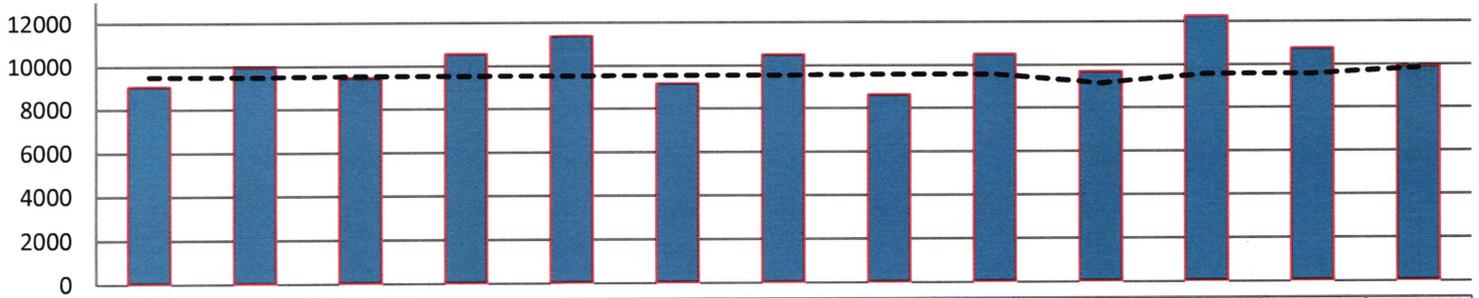
ER Visits Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
ER Visits	329	360	317	351	367	346	343	331	326	310	330	333	356
Budget	330	330	335	335	335	340	340	340	340	320	340	340	340

LAB PROCEDURES

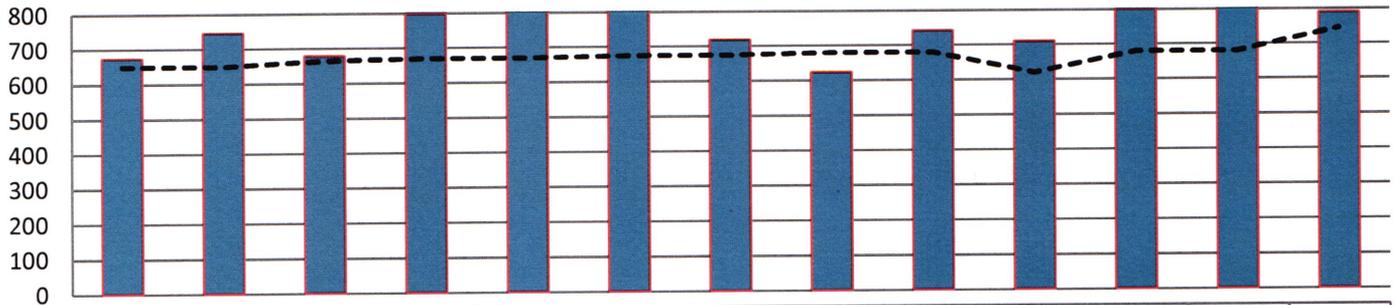
Lab Proc Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
Lab Proc	9030	9951	9433	10542	11361	9147	10484	8620	10484	9661	12234	10733	9906
Budget	9500	9500	9525	9525	9525	9550	9550	9575	9575	9150	9575	9575	9850

IMAGING PROCEDURES

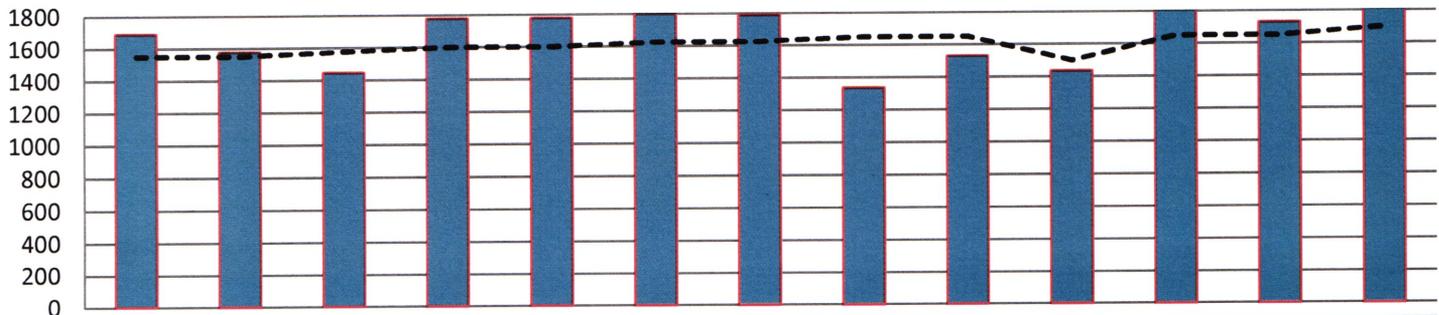
Imaging Proc Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
Imaging Proc	674	746	679	799	908	827	719	624	742	710	801	811	790
Budget	650	650	665	670	670	675	675	680	680	620	680	680	745

REHAB MODALITIES

Rehab Modalities Budget



	May 22	Jun 22	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23
Rehab Modalities	1692	1578	1448	1779	1779	1803	1794	1340	1531	1437	1807	1733	2123
Budget	1550	1550	1575	1600	1600	1625	1625	1650	1650	1500	1650	1650	1700

WINDOM AREA HEALTH
INCOME STATEMENT

	5/31/2023	Revenue		Revenue		Revenue		Revenue		May	\$ Change	% Change	
	5/31/2023	Comparison	Budget 2024	Comparison	Y-T-D FY2024	Comparison	Budget 2024	Comparison	Budget 2024	Comparison	Y-T-D FY2023	From Last Year	From Last Year
PATIENT REVENUE													
Inpatient Revenue	\$688,502	15.82%	\$675,000	15.70%	\$688,502	15.82%	\$675,000	15.70%	\$688,502	15.82%	\$464,709	\$223,793	48.2%
Outpatient Revenue	\$3,664,604	84.18%	\$3,625,000	84.30%	\$3,664,604	84.18%	\$3,625,000	84.30%	\$3,664,604	84.30%	\$3,312,463	\$352,141	10.6%
Total Patient Revenue	\$4,353,106	100.00%	\$4,300,000	100.00%	\$4,353,106	100.00%	\$4,300,000	100.00%	\$4,353,106	100.00%	\$3,777,172	\$575,934	15.2%
Contractual Adjustments	\$2,223,918	51.09%	\$2,165,000	50.35%	\$2,223,918	51.09%	\$2,165,000	50.35%	\$2,223,918	51.09%	\$1,608,714	\$615,204	38.2%
Other Income	\$20,405	0.47%	\$25,000	0.58%	\$20,405	0.47%	\$25,000	0.58%	\$20,405	0.47%	\$17,536	\$2,869	
NET OPERATING REVENUE	\$2,149,593	100.00%	\$2,160,000	100.00%	\$2,149,593	100.00%	\$2,160,000	100.00%	\$2,149,593	100.00%	\$2,185,994	(\$36,401)	-1.7%
EXPENSE													
Employee Salaries	\$807,430	37.56%	\$810,000	37.50%	\$807,430	37.56%	\$810,000	37.50%	\$807,430	37.56%	\$700,301	\$107,129	15.3%
Employee Benefits	\$250,966	11.68%	\$245,000	11.34%	\$250,966	11.68%	\$245,000	11.34%	\$250,966	11.68%	\$218,312	\$32,654	15.0%
Pharmaceuticals	\$92,415	4.30%	\$100,000	4.63%	\$92,415	4.30%	\$100,000	4.63%	\$92,415	4.30%	\$116,486	(\$24,071)	-20.7%
Supplies	\$190,368	8.86%	\$160,000	7.41%	\$190,368	8.86%	\$160,000	7.41%	\$190,368	8.86%	\$125,900	\$64,468	51.2%
Rents & Utilities	\$30,669	1.43%	\$30,000	1.39%	\$30,669	1.43%	\$30,000	1.39%	\$30,669	1.43%	\$28,772	\$1,897	6.6%
Purchased Services	\$526,477	24.49%	\$525,000	24.31%	\$526,477	24.49%	\$525,000	24.31%	\$526,477	24.49%	\$495,274	\$31,203	6.3%
Other Direct Expenses	\$101,765	4.73%	\$110,000	5.09%	\$101,765	4.73%	\$110,000	5.09%	\$101,765	4.73%	\$202,243	(\$100,478)	-49.7%
Provision for Bad Debts	\$49,407	2.30%	\$50,000	2.31%	\$49,407	2.30%	\$50,000	2.31%	\$49,407	2.30%	\$37,744	\$11,663	30.9%
Depreciation	\$132,579	6.17%	\$135,000	6.25%	\$132,579	6.17%	\$135,000	6.25%	\$132,579	6.17%	\$130,912	\$1,667	1.3%
Interest Expense	\$12,385	0.58%	\$12,500	0.58%	\$12,385	0.58%	\$12,500	0.58%	\$12,385	0.58%	\$13,028	(\$643)	-4.9%
Total Operating Expense	\$2,194,461	102.09%	\$2,177,500	100.81%	\$2,194,461	102.09%	\$2,177,500	100.81%	\$2,194,461	102.09%	\$2,068,972	\$125,489	6.1%
Income (loss) From Operations	(\$44,868)	-2.09%	(\$17,500)	-0.81%	(\$44,868)	-2.09%	(\$17,500)	-0.81%	(\$44,868)	-2.09%	\$117,022	(\$161,890)	
Investment Income	\$30,638	1.43%	\$35,000	1.62%	\$30,638	1.43%	\$35,000	1.62%	\$30,638	1.43%	\$15,992	\$14,646	
Other Revenue/(Expenses)	\$5,907	0.27%	\$5,000	0.23%	\$5,907	0.27%	\$5,000	0.23%	\$5,907	0.27%	\$9,373	(\$3,466)	
Non Operating Rev/Exp	\$36,545	1.70%	\$40,000	1.85%	\$36,545	1.70%	\$40,000	1.85%	\$36,545	1.70%	\$25,365	\$11,180	
Increase in Net Assets	(\$8,323)	-0.39%	\$22,500	1.04%	(\$8,323)	-0.39%	\$22,500	1.04%	(\$8,323)	-0.39%	\$142,387	(\$150,710)	

Month 1

WINDOM AREA HEALTH
FY 2024
CAPITAL ASSET ACQUISITIONS

Yrs Dep	Capital Asset	Vendor	Asset class	May
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No capital assets added in May

Total YTD Capital Acquisitions -

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, June 26, 2023 / 4:00-4:30 pm / Large Conference Room**

Members: Kay Gross, Terry Tegels, Dr. Michael Fisher-ex officio, Julie Brugman/Mt Lake Advisory Mbr, Emily Masters/CHRO, John Peyerl/CFO, Monica Huber/CNO, Dr. Dan Blue/Medical Dir, Shelby Medina/CEO

Present:
 Absent:
 Others:

Chairperson (or Acting Chairperson) Kay Gross, Chairperson

Recorder: Heather Hummel, Executive 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
Minutes	Approve minutes from the regular Committee meeting of May 22, 2023 <i>(Cmte Motion)</i>	Kay Gross

FOLLOW-UP ITEMS

Medical Staff Credentialing & Medical Staff Meeting Update	<ul style="list-style-type: none"> Review & approve medical staff credentialing, upon recommendation from WAH Medical Staff <i>(Cmte / Bd Motion)</i> Report on business addressed at WAH Medical Staff meeting 	Dr. Taber/ Dr. Blue

NEW/CURRENT ITEMS

Strategic Planning Action Items Follow up	Review and update on progress	Dr. Blue
MOU Review	Review MOU and recommendations for outside healthcare partners	Shelby Medina
Lab Department Updates	Quantitative HCG Testing and Reagent changes for Chemistry – Lipase and CRP	Dr. Blue
<i>Other</i>		

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, May 22, 2023 / 4:00-4:30 pm / Large Conference Room

Members: Kay Gross, Terry Tegels, Dr. Michael Fisher-ex officio, Julie Brugman/Mt Lake Advisory Mbr, Emily Masters/CHRO, John Peyerl/CFO, Monica Huber/CNO, Dr. Dan Blue/Medical Dir, Shelby Medina/CEO
 Present: Terry Tegels, Dr. Michael Fisher, Julie Brugman, Shelby Medina/CEO, Dr. Blue/Medical Director, John Peyerl/CFO, Emily Masters/CHRO, Dr. Taber/Chief of Staff
 Absent: Kay Gross, Monica Huber/CNO, Dave Rogers/SHNVP
 Others: Landon Johnson/Nurse Supervisor, Dr. Jeff Taber/Chief of Staff, Heather Hummel/Executive Assistant

Chairperson (or Acting Chairperson) Terry Tegels, Acting Chairperson

Recorder: Heather Hummel, Executive Asst

Category / Topic	Action step(s) / Updates	Leader:	
STANDING ITEMS			
Call to Order	The Professional Practice/Quality & Planning Committee meeting was called to order at 4:00 pm by Acting Chairperson, Terry Tegels.	Terry Tegels	
Minutes	M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF APRIL 24, 2023, AS PRESENTED (FISHER/BRUGMAN).	Terry Tegels	
FOLLOW-UP ITEMS			
Medical Staff Credentialing & Medical Staff Meeting Update	Dr. Blue, WAH Medical Director, reported on agenda items address at the Medical Staff meeting held earlier in the day with no action items addressed. He noted that the WAH Medical Staff reviewed the May 2023 Credentialing list and recommended its approval to the Governing Board. Dr. Blue stated that Windom Area Health has hit a milestone with Dr. Hinshaw being approved at Med Staff. There was discussion of the COVID Federal Mandates ending May 11. The hospital has reverted back to pre-COVID approach to all infectious disease but for COVID specifically, we will be offering testing if a person is displaying symptoms. Employees may mask if they prefer, but it is no longer mandatory. Tim Klassen previously had a collaborative agreement that is no longer valid. Because of this, his services have stopped. He is working to find a collaborative agreement with another provider. More information to come as it becomes available.	Dr. Taber/ Dr. Blue	
NEW/CURRENT ITEMS			
Strategic Planning Action Items Follow up	Dr. Blue indicated that things continue to move along with the strategic plan. Dr. Hinshaw has been here going on his third week. There are many operational details to work through with not having experienced this on the hospital side of the equations. Dr. Blue stated that plans are continuing to move forward with the Medical Office Building with a push for starting construction this fall. In the meantime, management is working on coordinating space for all of the people that will be affected with temporary moves while the MOB is being constructed.	Dr. Blue	
MOU Review	Review MOU and recommendations for outside healthcare partners Shelby brought to the committee's attention a memo that was received from Access Health regarding a Memo of Understanding (MOU). Discussion was held with the committee in regards to the wording of the memo and how Shelby will be following up with Access Health to get a better understanding of what is being requested in the Memo. Updates will be provided as they become available.	Shelby Medina	
CONCLUSION			
	Acting Chairperson, Terry Tegels, concluded the Professional Practice/Quality & Planning Committee meeting.	Terry Tegels	

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**

June 26, 2023

APPOINTMENTS:

Cheryl Hermanson, LPN	Vascular (Santos)	Allied Health Professionals
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REAPPOINTMENTS:

Thomas Kalinoski, M.D.	Emergency Medicine	Emergency Services
Lori McInerney, CNP	Wound Clinic	Allied Health Professionals

SANFORD TELEMEDICINE APPOINTMENTS:

VRAD APPOINTMENTS:

VRAD REAPPOINTMENTS:

Michael Cobb, M.D.	Teleradiology	Telemedicine
Alan Pratt, M.D.	Teleradiology	Telemedicine

RESIGNATIONS:

Cristina Cavazos, M.D.	Teleradiology	Telemedicine
Robert Gardner, M.D.	Emergency Medicine	Emergency Services
Carrie Lemons, LPN	General Surgery (Reddy)	Allied Health Professionals

MAY COMMENTS

- Ambulatory Surgery** Dr. Reddy is an awesome physician. The surgery crew do an excellent job. Thank you.
- Ambulatory Surgery** very good
- Ambulatory Surgery** Excellent care! All kind and courteous throughout my procedure.
- Ambulatory Surgery** My nerve block did not work so there was some post-op pain, but overall the experience was very positive and my nurse Anita was outstanding.
- Clinic** I feel very well cared for, the care team listened to my concerns and answered any questions. I have every confidence in the team!
- Clinic** I really appreciate the Windom hospital, I have had nothing but positive experiences there, from my colonoscopy, to shoulder surgery, to physical therapy, it is a great place.
- Clinic** Windom avera would not transfer my x-rays for this appointment and it was very frustrating
- Clinic** Great place! I have confidence in the providers I have had!
- ED** Did explain or educate me of potential complications related to my bleeding. Did end up at Sanford in Sioux Falls the next day due to the excessive bleeding and blood clots
- ED** It was the best care that I have received I'm any doctor or nurse in a very long time I'm thinking I should probably just transfer there
- ED** Thanks for your help
- ED** "think the nurses tell me they might to stop my heart and flatline me no kevin bacon their haha"
- ED** continue the good work nice to know there is help right around the corner thank you
- ED** Dr. Inkumsah was great! He was so good with my child and I. Educated us on everything we needed to know. Thank you!
- ED** The nurses were just fantastic
- ED** Very professional service received with compassion on the symptoms
- ED** Well, yesterday I was in and out in about 20 minutes, 25 tops. So, if we can cut the, ER, time down by 20 25 minutes a pop, that would be great. Thanks.
- ED** Good feeling and pleased with how they were.
- Imaging** My experience was good the lady who did my mammogram was very friendly
- Imaging** Technician was very pleasant.

MAY COMMENTS

Imaging

PERFECT

Imaging

The radiologist was kind and explained things.

Imaging

Everyone was so professional caring and kind I am scheduled for bilateral knee surgery at your facility June 6 I feel very comfortable with everything thank you for your caring

Lab

The Care Center with the doctor was very good. But the scheduling mistake that led to a little bit of a delay. And when I had my blood test to I got a pretty big bruise on my arm from it, but overall it was a good experience, but it's just a few little things.

Lab

Very caring very professional from the time I walked in until I walked out!!!!

Lab

Excellent staff in the wound center. They have a way of making you feel as though you're family

Lab

Caring and complete. Not rushed.

Lab

Good people

PT, OT, ST

The Physical Therapy team are the best! We are lucky to have them!

PT, OT, ST

I was very happy with everything that happened. I worked with two people. Ike and Nicole, both excellent. They made me feel safe all the time. They praised me, which really helped motivate me, which was really good. And I did what they said, and I feel really good, considering I just had a stroke, and I know they helped me get better. And so, I'm very thankful that they were there to help me, and very happy with the services of the hospital. Thank you.

PT, OT, ST

Always very attentive. Answered questions and gave a lot of encouragement.

PT, OT, ST

We are very happy with the staff here and would recommend it to any one.

PT, OT, ST

very pleased

PT, OT, ST

Good experience so far

PT, OT, ST

"I am so thankful that I can have therapy here rather than all the way up in Mankato. The resources locally I take advantage of if at all possible. This is a real benefit to our area. "

IP Med Surg

Great nursing staff. Thanks

OB

All of the nursing staff that helped me were excellent! They all treated me & my baby with the best care & were always checking in to make sure I was comfortable & had everything I needed. I appreciate the care that we received while at Windom Area Health!

**Windom Area Hospital Auxiliary Meeting
May 8, 2023**

WAH treated Auxiliary members to a meal at 5:00 p.m. in the cafeteria in honor of Volunteer Appreciation month which was in April. Members received a mug with two packages to make “mug cake”.

Windom Area Hospital Auxiliary held their monthly meeting Monday, May 8, 2023, at 6:00 p.m. in the Conference Room. President Mary Klosterbuer welcomed everyone to the meeting with 23 members in attendance. The Auxiliary Prayer was read in unison and the Pledge of Allegiance was recited.

Breanna Jonason with the Mental Health Walk-In Clinic was our speaker and informed us about this new service available at WAH which started on May 1, 2023. The service is only for adults now, but they hope/plan to add children. Similar services like this are in Mankato, Minneapolis, and Sioux Falls.

M/S Betty Olson/Diane Vellema to approve the agenda as amended. Motion carried.

Recording Secretary’s Report – Marlene Smith, Recording Secretary

- M/S Gerri Burmeister/Karla Taber to approve the minutes of the March 13, 2023 meeting and the April 10, 2023. Motion carried.

Treasurer’s Report – Gerri Burmeister

- Balance on hand March 31, 2023 was \$4,428.44, and balance on hand April 30, 2023 was \$4,733.92.
- M/S Betty Olson/Connie McCarthy to approve both Treasurer’s Reports as presented. Motion carried.
- Audit committee was appointed: Marlene Smith, Diane Vellema, and Kitty Hansen

Corresponding Secretary – Betty Olson

- Thank you cards were sent to speakers, congratulations cards to our two 25 year members – Gerri Burmeister and Judy Theisen; and a get well card to Pat Lenz.
-

Program: Rozanne Gronseth

- Dr. Jim Hinshaw, new ob/gyn at WAH, will be our speaker in June.

MAHV Report –

- The MAHV website address is <https://mahv.org> (Member code is mahv2018)

WAH Update – Kim Armstrong

- Volunteer hours were reported.
- The Holiday in July Bake Sale will be Tuesday, July 11, 2023. The proceeds will be split between the Giving Tree and the Auxiliary. M/S Pat Lenz/Gerri Burmeister to participate again this year. Motion carried.

- Sympathy Memento: Windom Area Hospital has about 20 deaths per year and is reviewing their response to families. Auxiliary members asked to table a decision to allow time to consider what the Auxiliary would like to contribute.

Unfinished Business

- Spring Banquet
 - We had 57 registrations and 54 in attendance. P & J's new policy had us pay for 57 meals.
 - Like other years, the income does not cover all the expenses for the banquet.
- Membership dues were paid by 35 members at the April Banquet/Annual Meeting.

New Business

- EMS Appreciation Week is May 21– 27. The Auxiliary will give a letter of appreciation and Dairy Queen coupons.
- M/S Rozanne Gronseth/Karla Taber to give \$50.00 to the ER Department for purchase of clothes needed in occasional emergency circumstances.
- Members voted to sell raffle tickets again and have a booth at the county fair.
- The Cotton Quilters have offered to donate a quilt again. M/S Nancy Meyer/Phyllis Heintz to accept their offer and sell raffle tickets with proceeds going to our current fundraising project – vital signs monitors for patient rooms. Motion carried.
- A goal for 2022-2023 was to sell Duck Raffle tickets at HyVee for the Windom Chamber of Commerce. Mary Klosterbuer will schedule volunteers to do this.
- There is need for Volunteer Drivers for the Veterans Service of Cottonwood County.

The meeting adjourned at 7:02 p.m.

Following the meeting, members assembled the thank you cards and DQ coupons for the WAH employees in observance of Hospital Week.

Upcoming Events –

- Monday June 12, 2023 - Auxiliary Meeting
- June Hostesses: Connie McCarthy and Kitty Hansen

Marlene Smith,
Recording Secretary

**WINDOM AREA HEALTH FOUNDATION
FOUNDATION BOARD MEETING MINUTES
MAY 30, 2023, AT 5:00 P.M.**

Attending: Steve Johnson, Greg Scheitel, Chad Merrihew, Kay Gross, Emily Masters/CHRO, Kim Armstrong/Executive Director Foundation/Auxiliary
Others: Katie Greener/Marketing, Dr. Jim Hinshaw/OB/GYN, Heather Hummel/Executive Assistant
Absent: Shelby Medina/CEO, Tom Christensen, Dan Ortmann, Terry Tegels
Recorder: Heather Hummel, Executive Assistant

Dr. Jim Hinshaw introduced himself to the Foundation Board. The Foundation Board members introduced themselves to Dr. Hinshaw.

CALL TO ORDER: WAH Foundation Chairperson, Steve Johnson, called the meeting to order.

FOUNDATION MINUTES:

M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE APRIL 25, 2023 REGULAR MEETING AS PRESENTED (GROSS/MERRIHEW). M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE MAY 3, 2023 SPECIAL MEETING AS PRESENTED (GROSS/MERRIHEW).

FINANCIAL STATEMENT:

The April 2023 Windom Area Health Foundation financial statement was reviewed and approved as presented. M/S/C UNANIMOUSLY TO APPROVE THE FINANCIAL STATEMENT AS PRESENTED (SCHEITEL/MERRIHEW).

Review Donations & Assign Gift Thank-you's

Donor gifts to the Foundation received during April 2023 and through May 30 were reviewed. Those gifts of \$100 or more were reviewed and a thank you phone call or notecard from a Board member will be made extending appreciation for their gift to the Foundation.

OLD BUSINESS

Spring Solicitation Letter Update

Kim noted that approximately 200 Spring Solicitation Letters were mailed out. 35 donors have given \$5,440 to date. The funds will go toward the OB monitoring software.

Golf Tournament

Kim indicated that 13 teams have signed up for the 2nd Annual Foundation Golf Tournament to date. Five out of six golf carts have been rented. There are currently seven holes sponsored with three of those being new sponsors. The Golf Committee will get together 1-2 weeks before the tournament to determine what is needed for the raffle. Volunteers are needed for the different hole games.

New Board Member

Dan Hormig is no longer on the Windom Area Health Governing Board due to moving out of state. Dan Ortmann will step in on the Foundation Board to replace Ann Bartelt until a new board member is found.

NEW BUSINESS

Foundation Growth Chart

Kim shared a handout showing growth by fiscal year for the Foundation, which started in April 2002. Discussion was held regarding the handout including the Women's Health Fund balance. M/S/C UNANIMOUSLY TO APPROVE TRANSFERRING \$10,077.63 FROM THE GENERAL FUND TO THE WOMEN'S HEALTH FUND TO GET THE BALANCE OF THE WOMEN'S HEALTH FUND TO \$55,000.00 (SCHEITEL/MERRIHEW).

Mountain Lake Police Department

Kim mentioned the Mountain Lake Police Department contacted her on May 30 to confirm that the profits from the Pink Patch Project will be donated to the Women's Health Fund. The pink patches will be sold at Pow Wow in Mountain Lake in June and then again in October for Breast Cancer Awareness. The police department is looking for people to work the booth on June 19-20 between 11a-9p. Please let Kim know if you are interested and she will forward the information to the Mountain Lake Police Department.

PROJECTS

Golf Tournament – The Foundation Golf Tournament will be held on Friday, June 16, 2023 at the Windom Country Club beginning at 3:00 pm.

Dad's Belgian Waffle Brunch – March 3, 2024 at the Windom Community Center.

The next Foundation Board Meeting will be held on July 25 or August 29, 2023.

The Windom Area Health Foundation meeting was concluded by Chairperson, Steve Johnson.

Kay Gross
WAH Foundation Secretary