

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

Purpose: Provide governance for Windom Area Health

Meeting Date/Time/Location: Monday, July 1, 2024 / 5:30 pm / Large Conference Room

Members: All Windom Area Health Governing Board Mbrs
Present:
Absent:
Others:

Recorder: Janel Eichstadt, Acting Executive Asst

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

Call to Order	Call Windom Area Health Governing Board meeting to order at 5:30 pm by Governing Board chairperson	Dr. Michael Fisher
Meeting Minutes	Approve Windom Area Health Governing Board minutes from the regular meeting of May 20, 2024 (Board Motion)	Dr. Michael Fisher
Guest Speakers	<ul style="list-style-type: none"> Becky Runkle – Employee Health and Safety (Board Education) Mary Klosterbuer – Review and Approve WAH Auxiliary Bylaws (Board Motion) 	

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 (Board Motion) Medical Staff meeting review Review PP/Q & P Committee meeting activities 	Dr. Buhler 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 (Board Motion) 	Justin Schmit John Peyerl Emily M

OTHER REPORTS

Statistical & Financial Performance Reports	Review & recommend approval of statistical & financial reports (Board Motion)	John Peyerl
Capital Acquisition Activity	Review capital acquisition activity	John Peyerl
Educational Assistance Applications	Review & recommend approval of application(s) for educational assistance (Board Motion)	Emily Masters
New / Department Transfer Employees	Report of recently hired / transferred employees	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: (Board Motion) <ul style="list-style-type: none"> Bloodborne Pathogens Exposure Control Plan Financial Assistance to Patients Educational Assistance All Hazard Plan 	Emily Masters
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 (Board Motion) 	Sr Mgmt Team

City of Windc	Informational updates	Steve Nar Marv Grl
Sanford Health Network	Informational updates	Dave Rogers, SHN Exec Dir
WAH Foundation Board	Foundation Board meeting minutes from April 23, 2024 are included in the Board book. Foundation Board meeting minutes from meeting of June 4, 2024 will be presented in the July Board book	Dr. Michael Fisher
WAH Auxiliary	<ul style="list-style-type: none"> WAH Auxiliary minutes from the meeting of May 13, 2024 are included in the Board book 	Dr. Michael Fisher
OLD & NEW BUSINESS		
Old Business		Dr. Michael Fisher
New Business		Dr. Michael Fisher
CONCLUSION		
	Conclude WAH Governing Board meeting	Dr. Michael Fisher

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

<p>Purpose: Provide governance for Windom Area Health</p>	
<p>Meeting Date/Time/Location: Monday, May 20, 2024 / 5:30 pm / Large Conference Room</p>	
<p>Members: All Windom Area Health Governing Board Mbrs Present: Dr. Michael Fisher, Kay Gross, Justin Schmit, Dan Ortmann, Terry Tegels, Rick Frederickson, Shelby Medina/CEO, John Peyerl/CFO, Monica Huber/CNO, Emily Masters/CHRO Absent: Julie Brugman/Mt Lake Advisory member, Dr. Blue/CMO, Dave Rogers/SHNVP, Marv Grunig/City Council Liaison Others: Steve Nasby/City Administrator, Dr. Buhler/Med Staff President, Mike Lohre/Citizen Publishing</p>	
<p>Recorder: Janel Eichstadt, Acting Executive Asst</p>	
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 Governing Board chairperson
Meeting Minutes	M/S/C UNANIMOUSLY TO APPROVE WINDOM AREA HEALTH GOVERNING BOARD MINUTES FROM THE REGULAR MEETING OF APRIL 22, 2024 (GROSS/ORTMANN).
Board Education	Ashley Haskin, Compliance & Credentialing Specialist presented Compliance Education. She distributed FY2025 Conflict of Interest statements to Board members to read and sign and return the completed form to Shelby.
Election of FY25 Officers	The proposed Slate of Officers to Windom Area Health Governing Board for FY2025 was presented for approval. M/S/C UNANIMOUSLY TO APPROVE THE FY2025 SLATE OF OFFICERS TO 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/FREDERICKSON). 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.
COMMITTEE REPORTS	
Professional Practice / Quality & Planning Cmte	<p>The May Medical Staff Credentialing list was presented for review to the Governing Board, which were approved for active Medical Staff with following motion made: M/S/C UNANIMOUSLY, UPON RECOMMENDATION FROM THE WAH MEDICAL STAFF, TO APPROVE MEDICAL STAFF CREDENTIALING AS PRESENTED (GROSS/TEGELS).</p> <p>APPOINTMENTS: Adela Adelayo, M.D. Behavioral Health (AmWell) Telemedicine Muhammad Bilal, M.D. Behavioral Health (AmWell) Telemedicine Tabitha Bosire, NP Behavioral Health Allied Health Professionals Larissa Chism-Buggs, M.D. Behavioral Health (AmWell) Telemedicine Ryan Coram, D.O. Behavioral Health (AmWell) Telemedicine Stephen Goldberg, M.D. Behavioral Health (AmWell) Telemedicine Kodjovi Kodjo, M.D. Family Medicine (Yusuf) Allied Health Professionals Jenna Mollema, APRN Behavioral Health (AmWell) Telemedicine Khoa Nguyen, D.O. Behavioral Health (AmWell) Telemedicine Pauravi Rana, M.D. Behavioral Health (AmWell) Telemedicine Dalonita Richmond, M.D. Behavioral Health (AmWell) Allied Health Professionals Urooj Saeed, M.D. Behavioral Health (AmWell) Telemedicine Raeahna Schauer, PA Orthopedics (Botker) Telemedicine Catalina Villa, M.D. Behavioral Health (AmWell) Telemedicine Tiffany White, M.D. Behavioral Health (AmWell) Telemedicine</p>
	<p>Leader: Dr. Michael Fisher Dr. Michael Fisher Ashley Haskin Dr. Michael Fisher</p>

REAPPOINTMENTS:

Aarti Attreya-Latuso, M.D. Telehospitalist	Telemedicine
Stephanie Buhler, M.D. Family Medicine	Active
Anthony Hericks, D.O. Pulmonary	Consulting
Samuel Inkumsah, M.D. Emergency Medicine	Emergency Services
Ludmil Lazarov, M.D. Telehospitalist	Telemedicine
Tomasz Lis, M.D. Emergency Medicine	Emergency Services
Riyah Mohama, M.D. Cardiology	Consulting
Obinna Nwadbibia, M.D. Emergency Medicine	Emergency Services
Lindsay Wiese, RN Ophthalmology (In't Veld)	Allied Health Professionals

SANFORD TELEMEDICINE APPOINTMENTS:

VRAD APPOINTMENTS:
Peter Verhey, M.D. Teleradiology Telemedicine

VRAD REAPPOINTMENTS:

Scott Chang, M.D. Teleradiology Telemedicine
Joseph Rozell, M.D. Teleradiology Telemedicine
Farhad Sani M.D. Teleradiology Telemedicine

RESIGNATIONS: (informational purposes only)

Victoria Marilton, PAC Orthopedics (Botker)	Allied Health Professionals
Kate Rasmussen, RN Vascular (Santos)	Allied Health Professionals
Julie Shaffrey, M.D. Telemedicine	Telemedicine
Benjamin Strong, M.D. Telemedicine	Telemedicine

Other agenda items addressed at the Medical Staff meeting held earlier in the day included – Dr. Buhler stated Medical Staff members had one question regarding verbiage in section 8.6-3 in the updated Medical Staff Bylaws. Upon review of this section, Shelby was in agreement to the one minor wording change in the noted section and amended the Medical Staff Bylaws to reflect this wording change.

M/S/C UNANIMOUSLY TO APPROVE THE UPDATED MEDICAL STAFF BYLAWS WHICH WERE UNANIMOUSLY APPROVED BY THE WAH MEDICAL STAFF AT THEIR MAY 20, 2024 MEDICAL STAFF MEETING (ORTMANN/TEGELS)

Shelby reported the anticipated opening date of the new Medical Building is February/March 2025. The remodel project taking place in the Business Office and HIM departments is anticipated to be completed in August 2024. She noted construction of the Medical Building is progressing very well. Shelby stated the parking lot area around the ambulance garage area will be torn up in June to update the storm draining system due to the current storm drain not being large enough to handle water flow. Due to this upcoming construction phase, Shelby noted alternate plans are being discussed for a parking area for the MRI semi and also ambulances arriving/leaving WAH for emergency patient care purposes. She stated the three sheds behind WAH will be removed in the near future and this area will be used as additional parking space. Shelby gave a report on the current status of future plans for the Windom Family Medical Clinic through discussions with Dr. Taber. She stated what the necessary timeline would be to ensure all parties have adequate time to plan and prepare. She stated a Letter of Intent from Dr. Taber is expected from him by July 31, 2024, stating his intentions on relocation plans for the WMFC. If Dr. Taber indicates his intent to occupy designated space in the new Medical Building, he would be able to remain in the temporary clinic space until the completion of the Medical Building. If Dr. Taber indicates he will not be relocating to the new Medical Building, he will need to vacate the temporary clinic space within Windom Area Health by January 1, 2025. Shelby stated additional discussions between Dr. Taber and team will continue and updates shared with the Governing Board. Committee members discussed possible options to reformat the WAH Governing Board Committee meetings in the future. Further discussions will be held on this topic.

<p>Finance / Personnel / Labor Relations & Bldg & Grounds Cmte</p>	<p>M/S/C UNANIMOUSLY TO APPROVE SENDING 90 ACCOUNTS TO AAA COLLECTIONS AND APPROVE 12 FINANCIAL ASSISTANCE ACCOUNTS SUBMITTED FOR WRITE-OFF (TOTALING \$36,026.57 (SCHMIT/ORTMANN)).</p> <p>M/S/C UNANIMOUSLY TO APPROVE THE FOLLOWING RESIGNATIONS/TERMINATIONS – RESIGNATION OF RADIOLOGY INTERN EFFECTIVE 4-26-24, AND TERMINATION OF A NUTRITIONAL SERVICES COOK/AIDE ON MAY 10, 2024 (SCHMIT/GROSS).</p> <p>Shelby gave a report on the anticipated opening date of the new Medical Building, which is projected to be February/March 2025. The remodel project continues in the Business Office and HIM departments with an expected completion date of August 2024. Shelby stated the parking lot area around the ambulance garage area will be torn up in June to update the storm draining system. Alternate parking plans are being discussed to determine a parking area for the MRI semi and also ambulances arriving/leaving WAH for emergency patient care purposes.</p> <p>Shelby reported on the current status of future plans for the Windom Family Medical Clinic through discussions with Dr. Taber. She shared the established timeline that will be followed to ensure all parties have adequate time to plan and prepare for the relocation of WFMC. She stated a Letter of Intent from Dr. Taber is expected from him by July 31, 2024, stating his intentions on relocation plans for the WMFC.</p> <p>Committee members discussed options at possibly reformatting the WAH Governing Board Committee meetings in the future. No decision was made on this topic.</p>	<p>Justin Schmit John Peyerl Emily M</p>
<p>OTHER REPORTS</p>		
<p>Statistical & Financial Performance Reports</p>	<p>April 2024 statistical and utilization graphs were reviewed for the month. John reported the volume of inpatient activity in April was more than budget expectations. Acute admissions totaled 36 on a budget of 28. Those 36 admissions produced 100 inpatient days for an average daily census of 3.2. Laboratory volumes exceeded budget expectations. There were 11,630 Lab procedures in the month of April, which is 1730 more than budget. John stated that due to May's Governing Board meeting being held one week earlier than usual, and the month of April being the last month of FY2024, an accurate Financial Income/Loss Statement would not be feasible to present at this meeting. He noted contractual adjustments for the month of April was unreportable as well. Days in A/R were reported at 81.03 and Days Cash on Hand was also not available due to the early date of the May Governing Board meeting.</p> <p>M/S/C UNANIMOUSLY TO APPROVE APRIL 2024 STATISTICAL AND FINANCIAL PERFORMANCE REPORT AS PRESENTED (SCHMIT/ORTMANN).</p>	<p>John Peyerl</p>
<p>Capital Acquisition Activity</p>	<p>April Capital Acquisition activity was reviewed, which included the addition of the OBIX Monitoring System for Nursing Dept.</p>	<p>John Peyerl</p>
<p>Educational Assistance Applications</p>	<p>There was no Educational Assistance applications submitted for Governing Board action.</p>	<p>Emily Masters</p>
<p>New / Department Transfer Employees</p>	<p>The following new hires/department transfers and updates were reported – New hires included Patient Access Rep effective April 30, an RN effective May 7, Clinical intern effective May 14, Lab intern effective May 28, two Rehab/Power summer interns effective May 28, 2024; and two Health Unit Coordinators were promoted to HUC II positions.</p>	<p>Emily Masters</p>
<p>Patient Concern Reports</p>	<p>April 2024 Patient Concern Reports and patient survey comments were reviewed and appropriately addressed.</p>	<p>Monica Huber</p>
<p>Patient Safety Reports</p>	<p>Monica noted 0 reportable patient falls occurred; 0 documented skin integrity issues to patients; 0 use of patient restraints; and 0 opioid-related deaths. Monica stated there were no reportable adverse event reported for the month.</p>	<p>Monica Huber</p>
<p>WAH Policy Review</p>	<p>There were no policies submitted for review and approval this month.</p>	<p>Monica Huber</p>
<p>Medical Director</p>	<p>No report was available. Shelby noted a Letter of Intent has been signed by a surgeon with a start date of September 2024.</p>	<p>Dr. Blue Shelby M</p>
<p>Administration</p>	<p>Emily reported on results from the Workplace Experience Summary completed by 76% of WAH employees. She noted overall, 69% of employees had a favorable response of their WAH employment experience.</p> <p>Monica noted the new OBIX system recently went live, which allows nurses to observe OB patients laboring and evaluate the patient if a possible problem may be occurring and the patient's physician to monitor.</p> <p>M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MEETING REPORTS AS PRESENTED (ORTMANN/FREDERICKSON)</p> <ul style="list-style-type: none"> • Pharmacy & Therapeutics • Emergency Preparedness • Employee Focus 	<p>Sr Mgmt Team</p>

City of Windom	<p>Steve reported MN DOT will be holding a public information meeting on June 4th from 4-6 PM at the Windom Community Center to share information regarding anticipated changes to Highway 1 through Windom. Steve noted the regular meeting of the Windom City Council will begin at 6:30 pm, following MN DOT's presentation, for public input on the information presented by MN DOT earlier in the evening. He shared renovation to the Windom Municipal Liquor Store has been mostly completed. A Grand Reopening event is being planned. Two new generators have recently arrived as part of the construction project for the new Electrical Department building, which has an anticipated completion date of October 24, 2024. The EDA has recently approved several small business loans. The City of Windom annual audit will take place June 30th. To date, the mayor has not made a decision on a new appointment to the WAH Governing Board to replace the former member who recently completed her third term.</p>	Steve Nasby Marv Grunig
Sanford Health Network	No report was available.	Dave Rogers, SHN Exec Dir
WAH Foundation Board	The next Foundation Board meeting will be held June 4, 2024.	Dr. Michael Fisher
WAH Auxiliary	WAH Auxiliary held their annual Spring Banquet April 8, 2024. Minutes from Auxiliary meetings of March 11, 2024 and April 8, 2024 were included in the Governing Board book.	Dr. Michael Fisher
OLD & NEW BUSINESS		
Old Business	There was no old business to report.	Dr. Michael Fisher
New Business	There was no new business to report	Dr. Michael Fisher
CONCLUSION		
	The WAH Governing Board meeting was concluded by WAH Governing Board chairperson, Dr. Michael Fisher.	Dr. Michael Fisher

Signature _____, Dan Ortmann, WAH Governing Board Secretary

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

Purpose: WAH Governing Board Special Meeting	
Date/Time/Location:	Thursday, June 6, 2024 / 12:00 pm / Large Conference Room
Facilitator:	Dr. Michael Fisher
Attending Members:	Present: Dr. Michael Fisher, Dan Ortman, Terry Tegels, Justin Schmit, Rick Frederickson, Kay Gross, Julie Brugman/ Mt Lake Advisory Mbr, Shelby Medina/CEO, Dr. Blue/CMO, John Peyerl/CFO, Monica Huber/CNO, Emily Masters/CHRO
	Absent:
	Others:
Recorder:	Shelby Medina, WAH CEO

TOPIC	ACTION STEP(S)	LEADER
AGENDA ITEMS		
Call to Order	Windom Area Health Governing Board meeting was called to order at 12:00N pm by WAH Board Chairperson, Dr. Michael Fisher.	Dr. M Fisher
Meeting Status	Dr. Fisher announced this special meeting of the WAH Governing Board was closed to the public per Minn. Statute 13D.05, Subd. 3(a).	Dr. M Fisher
Meeting Purpose	Governing Board met for the purposes of discussion of matters protected by the attorney-client privilege related to anticipated litigation.	Shelby Medina
Conclude Meeting	Chairperson, Dr. Michael Fisher, concluded the WAH Special Governing Board meeting. M/S/C UNANIMOUSLY TO ADJOURN THE SPECIAL GOVERNING BOARD MEETING (TEGELS/SCHMIT).	Dr. M Fisher

Signature _____, Dan Ortman, Governing Board Secretary

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of June 25, 2024

WAH MISSION: *"Dedicated to Health"*

CHIEF EXECUTIVE OFFICER REPORT

- **Organizational Updates**

- Construction update: On-site framing on fourth floor continued along with layout for the first floor. HVAC ductwork is being installed on second floor. Rain leaders are being installed on fourth and third floors working their way down. The roofing material has all been delivered.
- Welcome Mindy Carter to WAH as the new Executive Assistant. Mindy comes to WAH with extensive administrative support experience. Mindy started on Tuesday, June 25th.
- The Senior Team hosted an on-site visit/interview with a general surgeon from Kansas. An offer was made to Dr. Anthony Mellilo and he accepted! Dr. Mellilo's anticipated start date is beginning to middle of September.
- Radiology had a mammography accreditation site visit from the American College of Radiology in May. This accreditation survey is every 3 years and I am happy to report that the department passed without deficiency. Great work to Heath and his team!
- Pain Services will resume in July. Please welcome Jesse Hyde, CRNP, as our pain provider.

- **MHA/Federal Updates:**

- State Bills: N/A
- Federal: N/A

- **Committee Meeting Updates**

- Infection Prevention: No Report Until Aug/Sept
- Pharmacy and Therapeutics: No Report Until Aug/Sept
- Emergency Preparedness: No Report Until Aug/Sept

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

As of June 26, 2024

WAH MISSION: *"Dedicated to Health"*

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was negative \$53,118 compared to a budget of negative \$33,000. Our net operating revenue was \$275,964 more than last May. May operating income is negative 3.05% compared to a budget percentage of negative 1.39%.

The volume of inpatient activity in May exceeded budget expectations. The acute admissions were ten less than last month and slightly short of the budgeted volume. Activity on the outpatient side produced volumes and revenues at or slightly above budget expectations. Eighty-three percent of our gross revenues came from outpatient activity, which is consistent with expectations. Acute admissions totaled twenty-six. Those twenty-six admissions produced sixty-five inpatient days for an average daily census of 2.1. Boosting inpatient volumes were the fifty swing bed patient days on a budget of thirty. Outpatient gross revenue was \$233,146 more than budget and \$468,542 more than last May.

- Imaging procedure counts were eighteen procedures above budget. Imaging performed 768 procedures compared to a budget of 750. Last May, 790 procedures were performed.
- Laboratory volumes exceeded budget expectations. Last fiscal year laboratory tests averaged about 10,140 in a given month. There were 10,737 in the month of May, which is 831 more than last May and 337 more than budget.
- Sixty-five surgical procedures were performed in May, which is seven less than our budgeted number of seventy-two and seven less than last May. Four of those surgeries were joint replacements. There were two robotic cases in April.
- Rehab Therapy performed 2,054 modalities in May, which was 69 less than last May. That is 129 more modalities than the budgeted number of 1,925.

Contractual adjustments came in at 51.56% for the month. Contractual adjustments were budgeted at 49.46%.

Overall, expenses were \$81,558 more than budget. Salaries, Purchased Services, Pharmaceuticals and Provision for Bad Debt are the categories that came in more than budget.

- The financial audit for fiscal year 2024 is currently taking place. Presentation to the board is expected in August.

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of June 18, 2024

WAH MISSION: "Dedicated to Health"

CHIEF NURSING OFFICER REPORT

- **Medical/Surgical/OB/Emergency Room/Outpatient Nursing:**
 - 2 open RN position for Med. Surg/OB/ED.
 - Tele Behavioral Health went live today, June 24 for ED patients with psychiatric/mental health presentations. Psychiatrists will be available via tele-health for consult 24/7/365 for adults and 12 hours a day for pediatrics. Consults will be initiated after the initial evaluation by the ED provider at WAH. The ED provider will discuss the case with the psychiatrist prior to the psychiatrist having contact with the patient. The psychiatrist will then share their recommendations for treatment with the ED staff. If that recommendation includes admission to a mental health facility, the tele-health nurses will secure placement for the patient. This will relieve the ED staff from the very time consuming process to find a bed. The service is available for ED patients only
 - The new Alaris IV pumps are working very well. There have been no concerns expressed. This has been a satisfier for the nursing staff and has added another layer of safety to the nursing practice.
 - Avel Ecare (our tele-hospitalist vendor) will be transitioning to a new platform called Tytocare. It will provide better functionality and dependability than the current system. The current system has led to patient complaints as well as staff frustrations. Go-live is currently planned for July 10.

- **Utilization Review/Social Work:**
 - Inpatient volumes continue to be higher than previous trends.

MHA Safety Data for May, 2024:

- Falls: 0
- Skin Integrity 0
- Restraints 0
- Opioid Deaths 0
- Reportable Events: 0

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of June 19, 2024

WAH MISSION: "Dedicated to Health"

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - RN
 - Physicians - Urology
 - Director, Maintenance & EVS
 - Surgical Tech
 - Fitness Specialist/Wellness Intern
- Significant amendments to the MN Sick & Safe Time law were passed this legislative session. HR is working on implementing the immediate changes, and planning for Jan 1 changes.
- Preparations for the 2024 Performance Evaluation cycle are underway.

Community Health/Mental Health/Wellness Center

- Wellness is exploring partnering with local churches on hosting a local Ruby's Pantry.
- Due to low registrations, the Healthy Together class at Remick has been postponed to the fall.
- The new Body Script analyzer has arrived and a few members have already used it. We'll be coming up with plans on how to promote this service and offer it more broadly to the community.
- We are running 'Month of Miles' challenge (see flier).
- CPR classes have recently been provided for Windom's Adventure Club and Mountain Power.

Marketing/PR

- Parade floats were in Riverfest and Pow Wow. We are also planning a float for Watermelon Days in Sanborn on July 30th.
- 13 community members attended the Cataract Lunch & Learn featuring Dr. Dickes. We have seen an uptick in her surgeries after the recent marketing push.
- The next blood drive is July 8th.
- Marketing supported the Wound Center's Pie & Ice Cream event on July 14th, serving over 120 people.

Foundation/Auxiliary

- New Foundation board members include Jay Grandprey, Robin Rahn, and Claudia Lopez.
- The Auxiliary approved a rebrand to Windom Area Health Auxiliary.
- The Auxiliary has selected their fundraising goals for this year to include a cart for surgery.

Sponsorships/Donations

- Rainbows Summer Scholarship Sponsor - \$100
- Sponsor for Newspaper features for Law Enforcement Week, Graduation Edition, Mental Health Awareness Month

Committee Meetings

- **Employee Focus:** The new Committee met on 6/6. Discussion was held on the role of this committee with parades (selecting towns and soliciting departments to participate). Feedback on a customer service initiative was gathered. Terri Elder presented their 3rd quarter event idea, which will include Dilly Bar delivery in July. Hospital week survey was discussed and identifying the bottom three events to potentially replace for the next year.
- **Patient & Family Advisory Committee:** Met on June 4th, picture was taken with our MHA Award. Brady asked for ideas on increasing our Google Reviews, followed up on changing stations in the bathrooms, and 2 patient stories were told with follow up items requested.
- **Safety:** No report.
- **Safe Patient Handling:** No report.

WALK BIKE RUN

Month of Miles Challenge

Get ready to challenge yourself this July by participating in our summer challenge to walk, bike, or run as many miles as possible. It's a great opportunity to set personal goals, stay active, and compete with others to see who can achieve the highest number of miles. Lace up your shoes, hop on your bike, or hit the pavement running to make the most of this exciting challenge!

\$30 registration fee

Includes 1 month membership & shirt

Prizes for 1st, 2nd, and 3rd in each category

Call 507-831-0672, email makayla.grev@windomareahealth.org, or ask a Wellness Center staff member to sign up!



Scan here
to sign up!

W
**WELLNESS
CENTER**

Windom Area Health

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

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

Meeting Date/Time/Location: Monday, July 1, 2024 / 4:30-5:15 pm / Large Conference Room

Members: Justin Schmit, 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/CMO, Shelby Medina/CEO

Present:
Absent:
Others:

Justin Schmit, Chairperson
 Janel Eichstadt, Acting Executive Asst

Recorder:

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	Approve minutes from regular Committee meeting of May 20, 2024 (Cmte Motion)	Justin Schmit
Collections & Financial Assistance	Review & recommend approval of patient financial accounts (Cmte Motion / Bd Motion)	John Peyerl
Employee Resignations & Terminations	Review & recommend acceptance of WAH employee resignations / terminations (Cmte Motion / Bd Motion)	Emily Masters

FOLLOW-UP ITEMS

Medical Building	Project update	Shelby Medina
Committee Meetings	Follow up discussion on board make up and committee meetings	Shelby Medina

NEW/CURRENT ITEMS

Other		

CONCLUSION

	Conclude Finance/Personnel/Labor Relations & Building & Grounds Committee meeting	Justin Schmit
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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, May 20, 2024 / 4:30-5:15 pm / Large Conference Room

Members: Justin Schmit, 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/CMO, Shelby Medina/CEO
Present: Justin Schmit, Dan Ortmann, Kay Gross, Dr. Michael Fisher-ex officio, Shelby Medina/CEO, John Peyerl/CFO, Monica Huber/CNO, Emily Masters/CHRO
Absent: Julie Brugman/Mt Lake Advisory Member, Dr. Blue/CMO, Dave Rogers/SHNVP
Others:

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

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

Call to Order	The Finance/Personnel/Labor Relations & Building & Grounds Committee meeting was called to order by Chairperson, Justin Schmit.	Justin Schmit
Minutes	M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF APRIL 22, 2024, AS PRESENTED (SCHMIT/ORTMANN).	Justin Schmit
Collections & Financial Assistance	M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL TO SEND 90 PATIENT ACCOUNTS TOTALING \$90,632.72 TO AAA COLLECTIONS; RECOMMEND APPROVAL OF THE FOLLOWING FINANCIAL ASSISTANCE PATIENT ACCOUNTS: 5 NEW ACCOUNTS SUBMITTED FOR WRITE-OFF TOTALING \$28,756.64; 2 ACCOUNTS FOR WRITE-OFF WITH A BALANCE BELOW \$1500 TOTALING \$1085.01; AND 5 PREVIOUSLY APPROVED ACCOUNTS TOTALING \$6184.92 TOTALING \$6184.92; IN TOTAL, 12 FINANCIAL ASSISTANCE ACCOUNTS WERE SUBMITTED AND APPROVED FOR WRITE-OFF TOTALING \$36,026.57 (SCHMIT/FISHER). In month 1 of FY2025, year to date accounts totaling \$36,026.57 were approved for Financial Assistance on a budget of \$125,000.	John Peyerl
Employee Resignations & Terminations	M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE FOLLOWING RESIGNATION: RADIOLOGY TECH INTERN EFFECTIVE 4/26/24; ONE TERMINATION OF A DIETARY AIDE/COOK EFFECTIVE 5/10/24 (SCHMIT/ORTMANN).	Emily Masters

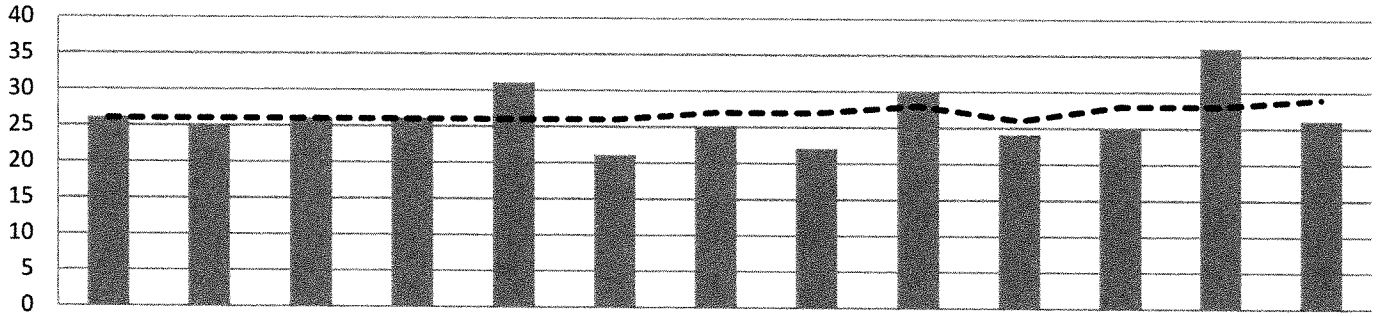
FOLLOW-UP ITEMS

Medical Building	Shelby reported the anticipated opening date of the new Medical Building is February/March 2025. The remodel project taking place in the Business Office and HIM departments is anticipated to be completed in August 2024. She noted construction of the Medical Building is progressing very well. Shelby stated the parking lot area around the ambulance garage area will be torn up in June to update the storm draining system due to the current storm drain not being large enough to handle water flow. Due to this upcoming construction phase, Shelby noted alternate plans are being discussed for a parking area for the MRI semi and also ambulances arriving/leaving WAH for emergency patient care purposes. Shelby also reported on the current status of future plans for the Windom Family Medical Clinic through discussions with Dr. Taber. She stated what the necessary timeline would be to ensure all parties have adequate time to plan and prepare. She stated a Letter of Intent from Dr. Taber is expected from him by July 31, 2024, stating his intentions on relocation plans for the WMFC. If Dr. Taber indicates his intent to occupy designated space in the Medical Building he would be able to remain in the temporary clinic space until the completion of the Medical Building. If Dr. Taber indicates he will not be relocating to the new Medical Building he will need to vacate the temporary clinic space by January 1, 2025. Shelby stated additional discussions between Dr. Taber and team will continue and updates shared with the Governing Board.	Shelby Medina
Committee Meetings	Committee members had a follow up discussion on the current board make up and current committee meeting format. Committee members stated interest in creating a new meeting format that would allow committees to meet on a prior date/time determined by each committee prior to holding the regular Governing Board meeting. Shelby noted that changes to the current meeting format will require a change to the WAH Governing Board Bylaws. Further discussions will be taking place on this topic at future meetings.	Shelby Medina

NEW/CURRENT	MS	
	There were no new/current items for committee discussion.	
CONCLUSION	Conclude Finance/Personnel/Labor Relations & Building & Grounds Committee meeting	Justin Schmit

ADMISSIONS

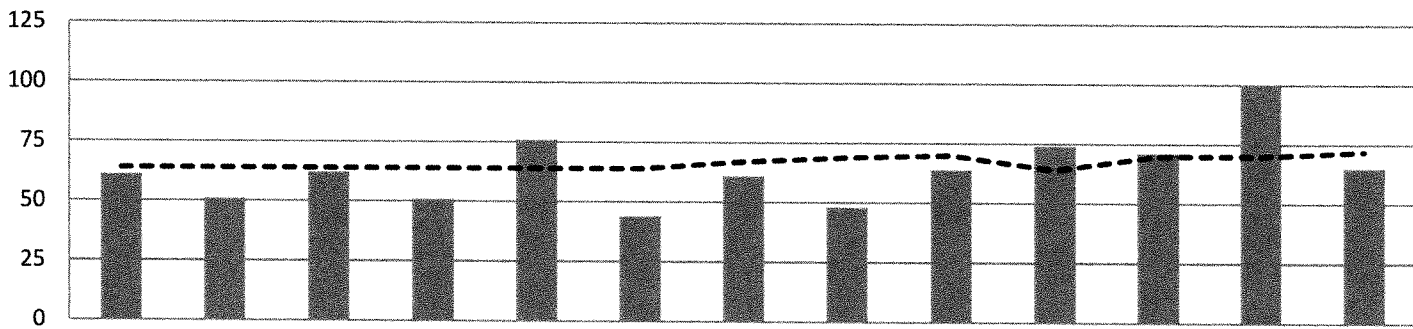
Admissions Budget



	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24
Admissions	26	25	26	26	31	21	25	22	30	24	25	36	26
Budget	26	26	26	26	26	26	27	27	28	26	28	28	29

PATIENT DAYS

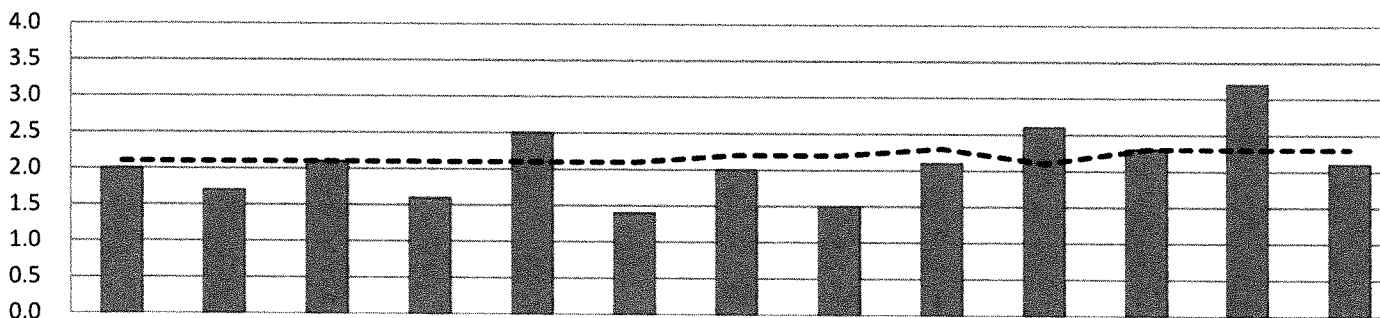
Pt Days Budget



	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24
Pt Days	61	51	62	51	76	44	61	48	64	74	71	100	65
Budget	64	64	64	64	64	64	67	69	70	64	70	70	72

AVERAGE PATIENTS PER DAY

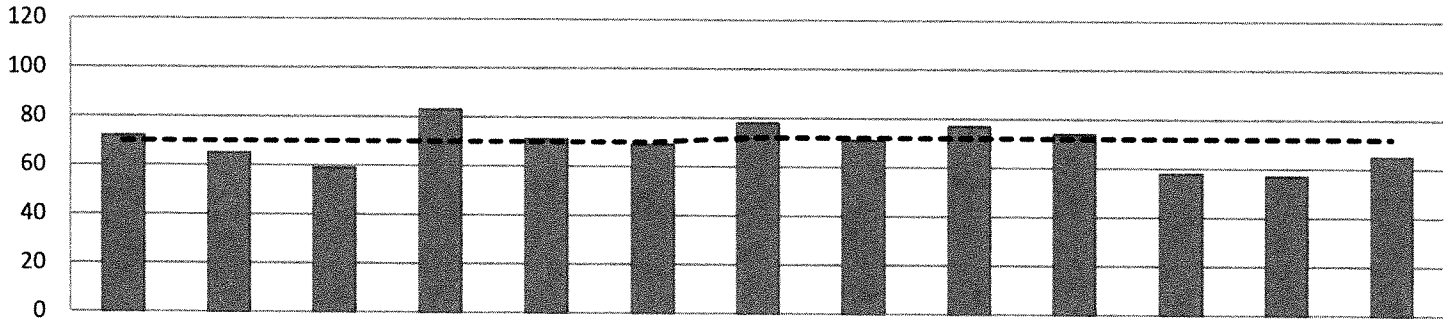
Avg Pt/Day Budget



	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24
Avg Pt/Day	2.0	1.7	2.1	1.6	2.5	1.4	2.0	1.5	2.1	2.6	2.3	3.2	2.1
Budget	2.1	2.1	2.1	2.1	2.1	2.1	2.2	2.2	2.3	2.1	2.3	2.3	2.3

SURGERY

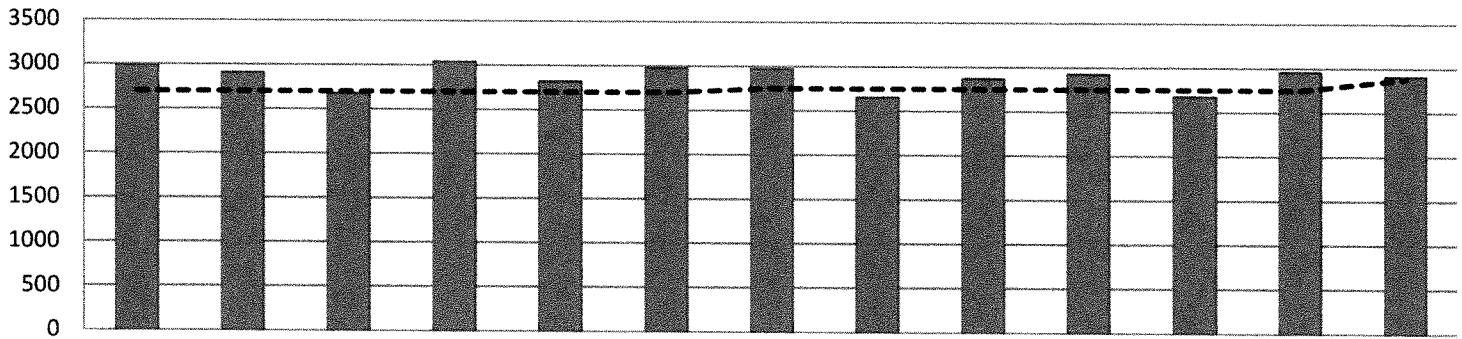
█ Surgery - - - Budget



	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24
Surgery	72	65	59	83	71	69	78	71	77	74	58	57	65
Budget	70	70	70	70	70	70	72	72	72	72	72	72	72

OUTPATIENT OCCASIONS OF SERVICE

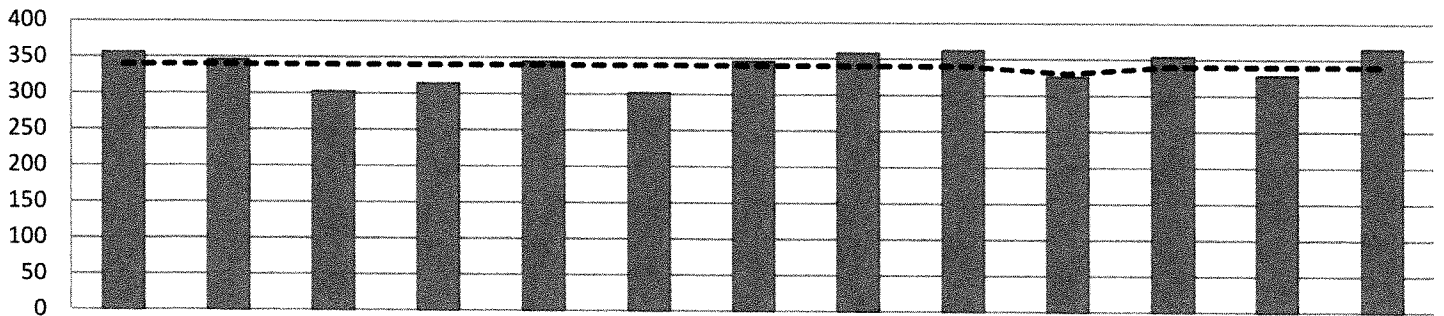
█ OP Visits - - - Budget



	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24
OP Visits	2986	2904	2675	3033	2817	2974	2970	2656	2866	2921	2676	2953	2904
Budget	2700	2700	2700	2700	2700	2700	2750	2750	2750	2750	2750	2750	2875

EMERGENCY VISITS

█ ER Visits - - - Budget



	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24
ER Visits	356	346	302	314	344	301	346	358	362	326	354	328	365
Budget	340	340	340	340	340	340	340	340	340	330	340	340	340

WINDOM AREA HEALTH

FY 2025

CAPITAL ASSET ACQUISITIONS

Yrs Dep Capital Asset Vendor Asset class May June July August September October

No capital additions in May 2024

Total

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, July 1, 2024 / 4:00-4:30 pm / Large Conference Room

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

Present:
 Absent:
 Others:

Kay Gross, Chairperson

Janel Eichstadt, Acting Executive Asst

Leader:

Action step(s) / Updates

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 20, 2024 (Cmte Motion)

Kay Gross

FOLLOW-UP ITEMS

Medical Staff Credentialing & Medical Staff Meeting Update
 • Review & approve medical staff credentialing, upon recommendation from WAH Medical Staff (Cmte / Bd Motion)
 • Report on business addressed at WAH Medical Staff meeting

Dr Buhler / Dr. Blue

Medical Building
 Project update

Shelby Medina

WFMC Update
 Update on discussion with Dr. Taber on relocation to Medical Building

Shelby Medina

NEW/CURRENT ITEMS

Committee Meetings
 Follow up discussion on board make up and committee meetings

Shelby M

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, May 20, 2024 / 4:00-4:30 pm / Large Conference Room

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

Present: Kay Gross, Terry Tegels, Rick Frederickson, Dr. Michael Fisher-ex officio, Shelby Medina/CEO, John Peyerl/CFO, Monica Huber/CNO, Emily Masters/CHRO, Dr. Buhler/Medical Staff President
Absent: Julie Brugman/Mt Lake Advisory Member, Dr. Blue/CMO, Dave Rogers/SHNVP
Others:

Chairperson (or Acting Chairperson)
 Kay Gross, Chairperson

Recorder:
 Janel Eichstadt, Acting Executive Asst

Leader:

Action step(s) / Updates

STANDING ITEMS

Call to Order
 Chairperson Kay Gross called the Professional Practice/Quality & Planning Committee meeting to order at 4:00 pm.

Minutes
 M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF APRIL 22, 2024, AS PRESENTED (TEGELS/FREDERICKSON).
 Kay Gross
 Kay Gross

FOLLOW-UP ITEMS

Medical Staff Credentialing & Medical Staff Meeting Update
 Dr. Blue, WAH Chief Medical Officer, was not present at this meeting. Dr. Buhler, Medical Staff President, reported on agenda items addressed at the Medical Staff meeting held earlier in the day. She stated the WAH Medical Staff reviewed the May 2024 Credentialing list, which was recommended for approval to the Governing Board. Medical Staff members had one question regarding verbiage in section 8.6-3 in the MS Bylaws. Shelby was in agreement to the one minor wording change in the section and amended the MS Bylaws to reflect this wording change. Upon the wording change Dr. Buhler stated the Bylaws were unanimously approved by the WAH Medical Staff and forwarded to the WAH Governing Board for final approval. Shelby reported a Letter of Intent has been signed by a general surgeon to begin surgery services at Windom Area Health in September 2024. M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE MAY CREDENTIALING LIST TO THE GOVERNING BOARD, AS PRESENTED (FREDERICKSON/TEGELS).
 Dr. Buhler / Shelby Medina

Medical Building
 Shelby reported the anticipated opening date of the new Medical Building is February/March 2025. The remodel project taking place in the Business Office and HIM departments is anticipated to be completed in August 2024. She noted construction of the Medical Building is progressing very well. Shelby stated the parking lot area around the ambulance garage area will be torn up in June to update the storm draining system due to the current storm drain not being large enough to handle water flow. Due to this upcoming construction phase, Shelby noted alternate plans are being discussed for a parking area for the MRI semi and also ambulances arriving/leaving WAH for emergency patient care purposes.
 Shelby Medina

WFMC Update
 Shelby also reported on the current status of future plans for the Windom Family Medical Clinic through discussions with Dr. Taber. She stated what the necessary timeline would be to ensure all parties have adequate time to plan and prepare. She stated a Letter of Intent from Dr. Taber is expected from him by July 31, 2024, stating his intentions on relocation plans for the WMFC. If Dr. Taber indicates his intent to occupy designated space in the Medical Building he would be able to remain in the temporary clinic space until the completion of the Medical Building. If Dr. Taber indicates he will not be relocating to the new Medical Building he will need to vacate the temporary clinic space by January 1, 2025. Shelby stated additional discussions between Dr. Taber and team will continue and updates shared with the Governing Board.
 Shelby Medina

NEW/CURRENT ITEMS

Committee Meetings	Committee members had a follow up discussion on the current bracket make up and current committee meeting format. Committee members stated interest in creating a new meeting format that would allow committees to meet on a prior date/time determined by each committee prior to holding the regular Governing Board meeting. Shelby noted that changes to the current meeting format will require a change to the WAH Governing Board Bylaws. Further discussions will be taking place on this topic at future meetings.	Shelby Medina
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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**

July 1, 2024

APPOINTMENTS:

Jesse Hyde, CRNA	Anesthesiology (Pain)	Allied Health Professionals
Mindy Jorgensen, LPN	Cardiovascular (Santos)	Allied Health Professionals
Tiffany Trynieszewski, M.D.	Behavioral Health (AmWell)	Telemedicine
Edward Wolske, M.D.	Emergency Medicine	Emergency Services

REAPPOINTMENTS:

Alettie Lewis, PA-C	Family Medicine	Allied Health Professionals
Gaddum Reddy, M.D.	General Surgery	Consulting
Monty Seper, M.D.	Emergency Medicine	Emergency Services
Ashley Sorenson, CNP	Cardiovascular (Jonsson)	Allied Health Professionals
Kylie Turner, R.N.	General Surgery (Reddy)	Allied Health Professionals
Bruce Watt, M.D.	Cardiology	Consulting

ADDITIONAL PRIVILEGE REQUESTS:

Kylie Cowdin, M.D. -Cesarean Section and Tubal Ligation privileges	Active
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SANFORD TELEMEDICINE APPOINTMENTS:

Wayne Gordon, M.D.	Neurology	Telemedicine
Omar Hussein, M.D.	Neurology	Telemedicine

AVEL ECARE APPOINTMENTS:

Ghaith Aboud, M.D.	Telehospitalist	Telemedicine
Adnan Aldurah, M.D.	Telehospitalist	Telemedicine
Parth Bhavsar, M.D.	Telehospitalist	Telemedicine
Kirk Brown, M.D.	Telehospitalist	Telemedicine
Aaron Craig, D.O.	Telehospitalist	Telemedicine
Thuyanh Culver, D.O.	Telehospitalist	Telemedicine
Yaser Dawod, M.D.	Telehospitalist	Telemedicine
Ricardo DeLeon, M.D.	Telehospitalist	Telemedicine
Ragheb Harb, M.D.	Telehospitalist	Telemedicine
Blake Heinz, D.O.	Telehospitalist	Telemedicine
Kehinde Idowu, M.D.	Telehospitalist	Telemedicine
Elias Issa, M.D.	Telehospitalist	Telemedicine
Sanya Kayani, M.D.	Telehospitalist	Telemedicine
Wahab Khan, M.D.	Telehospitalist	Telemedicine
Derek Kindelshire, M.D.	Telehospitalist	Telemedicine
Sandeep Kochar, M.D.	Telehospitalist	Telemedicine
Sherif Latif, M.D.	Telehospitalist	Telemedicine
April Lauer, M.D.	Telehospitalist	Telemedicine
Jennifer McKay, M.D.	Telehospitalist	Telemedicine
Rovie Theresa Mesola, M.D.	Telehospitalist	Telemedicine
Latoria Moncur, M.D.	Telehospitalist	Telemedicine
Raiko Munankarmi, M.D.	Telehospitalist	Telemedicine
Ganesh Pawar, M.D.	Telehospitalist	Telemedicine

Randolph Reister, M.D.	Telehospitalist	Telemedicine
Lorenzo Stars, M.D.	Telehospitalist	Telemedicine
Mihaela Suru, M.D.	Telehospitalist	Telemedicine
Tejaswini Vasamsetty, M.D.	Telehospitalist	Telemedicine
Katherine Vosburg, D.O.	Telehospitalist	Telemedicine

VRAD APPOINTMENTS:

VRAD REAPPOINTMENTS:

Scott Baginski, M.D.	Teleradiology	Telemedicine
David Burdette, M.D.	Teleradiology	Telemedicine
Ty Ovella M.D.	Teleradiology	Telemedicine

RESIGNATIONS:

Sridevi Manginani, M.D.	Telehospitalist	Telemedicine
Joan Sutcliffe, M.D.	Teleradiology	Telemedicine

MAY COMMENTS

Ambulatory Surgery	Very re-assuring and professional and everyone was very competent and kind.
Ambulatory Surgery	It was a positive experience, and the nursing staff were great!
Ambulatory Surgery	The nurses had a very hard time getting the IV started and left me with a big bruise but other than that, they were all AMAZING!!!
Ambulatory Surgery	"Great care - organized and efficient."
Ambulatory Surgery	We are very blessed to have the great hospital and staff in our small community.
Ambulatory Surgery	I was very satisfied with my care by both Dr. Taber and the nurses.
Clinic-Windom	Hi, yes, she did very well with me. She explained things very well and she tells me to go places when I need to go there and she just does a remarkable job. Thank you, bye.
Clinic – Windom	We were pleased with the doctor and his assistant. We would tell others how they are.
Clinic – Windom	I had a very good visit. I guess I saw the doctor for about, I'm going to say 10 seconds. And then I believe his name was Dick came in and took my stitches out. Otherwise, I did not see the doctor after, before or after that. Thank you.
ED	It was good!
ED	I was not allowed long enough to try and pee and they wanted to put catheter in. I try to explain but never given the chance. Put catheter in after I told them no. Asked if I could be left alone to pee and told they have to make sure I peed. I can't pee with people watching over me. Very poor quality of care.
ED	Nurses were polite and understanding! Very impressed! Thank you to all of them for looking after me!
ED	Each nurse and the doctor were incredibly helpful and attentive. I'm glad I went in. Had put off going in for several days. Was a good experience and went home with answers and a plan of action.
ED	Everyone was excellent in caring for my medical needs!! Very good experience!
Imaging	The ladies that did my mammogram 3D image were very kind, very professional. The one that did the ultrasound was very kind, very loving and expressing my worryness. He was very kind and I would go there again.
Imaging	Becky in radiology was awesome, very kind and gave great direction as to what was going to happen! Very much enjoyed the experience. Mary in scheduling was also very kind in getting me in quickly!
Imaging	All went very smoothly and professionally. Thank you.
Imaging	All of the staff and the doctors were very informative, very patient, and made sure that I understood what was going on and I really appreciated it.

MAY COMMENTS

Imaging	Very professional and caring staff, little to no wait time. The lady was very nice and listened to my concerns, and my stories.
Imaging	I was very comfortable with the staff and the procedure went smoothly.
Imaging	helpful and efficient
Imaging	Thanks
Imaging	The imagery procedure went quickly and with no discomfort. The technician made sure i was comfortable and at ease.
Imaging	The gals that helped with the mammogram were kind and courteous. Did their job well.
Imaging	I'd like the xray images to be able to be uploaded onto the mychart or be given the images.
Inpatient	I was very grateful for the way everyone there, actually, on staff treated me like I was their most important patient. They took good care of me. They listened to me. They were very helpful in anticipating even the things that I would need. I'm very pleased with the care that I got. I would recommend this hospital to anyone, anyone who needed care. Thank you very much.
Inpatient	The door outside of room 112 in the hall was noisy - when it slam shut. PT/OT staff was great!
Inpatient	Nurses & doctors were very polite & kind
Inpatient	Very good care!
Lab	I missed Jarrod. My provider was nice & capable but I do not know her name.
Lab	I asked for a butterfly, got a butterfly needle and got the first stick and didn't bleed out. It was excellent. Thank you.
Lab	Dixie did a great job, wonderful experience!
Lab	Friendly staff.
Lab	An okay facility
Lab	I don't know if it's your problem or not, but nobody has contacted me with my results, and this always bothers me a lot. I don't understand why somebody doesn't ever get back to me. It's always supposedly my responsibility, even though I'm paying the bills.
Outpatient	Hello. What do I say? This *****, I think I understand most of those questions.
Outpatient	Have used the foot care service several times. Very satisfied. Please continue to keep it available. Thanks. OK
Outpatient	I love the trust that I have in the physicians and the nurses and I love how they have the utmost respect for me as a patient. Thank you for having a well-trained staff.

MAY COMMENTS

PT, OT, ST

"The gal in charge of giving my drivers test was extremely capable in explaining the depth & each step. It was a very emotional time for me after having had my small stroke. She was very understanding & able to keep me going to the finish!!! It wasn't at all what I thought it was going to be. Bless her! Keep her on staff!!!"

PT, OT, ST

I was very happy with the therapist

PT, OT, ST

Yes, this is ***. I'd like to say that I was very pleased with what Joel did for me. Very polite. Everybody was very polite and cordial. You name it. I'd recommend it to anybody. Thank you.

Windom Area Hospital Auxiliary Minutes **May 13, 2024**

The Windom Area Hospital Auxiliary held their monthly meeting Monday, May 13, 2024, at 6:00 p.m.

President Mary Klosterbuer welcomed everyone to the meeting with 22 in attendance. The Auxiliary Prayer and the Pledge to the Flag was recited by all.

M/S Jackie Turner/Brenda Renczykowski to approve the agenda as presented. Motion carried.

Recording Secretary's Report – Marlene Smith, Recording Secretary

- M/S Diane Sykora/Rozanne Gronseth to approve the minutes. Motion Carried.

Treasurer's Report – Gerri Burmeister, Treasurer

- Balance on hand March 31, 2004, was \$4,554.96, and balance on hand April 30, 2024, was \$4,917.79.
- M/S Kitty Hansen/Jean Johnson to approve the Treasurers Reports as presented. Motion carried.

Corresponding Secretary – Betty Olson

- No Report.

MAHV Report –

- The MAHV website address is <https://mahv.org> (Member code is mahv2024)

WAH Update – Katie Greener

- Thanked members for volunteering and reminded them to record volunteer hours.
- Volunteer guides are asked to sit in the waiting area to protect patient privacy. Also please wipe off the wheelchairs between patients.
- This week is Hospital Week and Nurses Week.
- The hospital has hired a new employee, Tabitha Bosire, who is a psychiatric mental health nurse practitioner.
- The WAH Foundation is working on a new fund for mental health.
- The building construction project is highlighted in the BEAT.

Speaker - Stephanie Palmer, ACE Director was the speaker and explained the program. She emphasized the importance of turning in the hours volunteered. Local funding is based on local volunteer hours. We learned that ACE members are covered by insurance during hours volunteering.

Unfinished Business

- **Spring Banquet:** We had 62 in attendance. We had a profit of \$48.31 New Auxiliary Board members were installed. A Thank You was expressed to the Auxiliary Board for the good Banquet.
- **By-Laws:** A copy of the By-laws and the proposed changes was given to members at the March meeting. M/S Diane Sykora/Karla Taber to accept all changes. The vote was unanimous. A thank you was given to the Executive Board for their work on this project. Next is to approve a new logo.

New Business

- The Auxiliary is giving Dairy Queen coupons to all 183 employees in recognition of Hospital Week. Marketing made the accompanying cards, and Katie Greener made the labels. Following the meeting, members put labels on and stapled the coupons to the cards. Pat Lenz volunteered to assist with the distribution.
- For EMS Appreciation we will also give a Dairy Queen certificate to each member. Karla Taber volunteered to get the certificates. Mary Klosterbuer will write a letter.

- For the 50th Auxiliary Anniversary, Loren Liepold will write articles to be included in the hospital's BEAT publication. There will be no charge to the Auxiliary for this extra space in the BEAT. Motion to do two pages in the BEAT by Rozanne Gronseth, second by Brenda Renczykowski. Motion carried.

The meeting was adjourned at 7:10 p.m.

Marlene Smith
Recording Secretary

Coming Events –

- Monday - June 10, 2024, Auxiliary Meeting 6:00 P.M.
- Monday - July 8, 2024, Auxiliary Meeting 6:00 P.M.

Hostesses

- May - Marlene Smith
- June - Dona Olsen & Jean Johnson
- July - Connie McCarthy & Marge Paschke

**WINDOM AREA HEALTH FOUNDATION
FOUNDATION BOARD MEETING MINUTES
APRIL 23, 2024, AT 5:00 P.M. IN LCR**

Attending: Steve Johnson, Greg Scheitel, Chad Merrihew, Dan Ortmann, Katie Greener/Director of Foundation & Auxiliary, Brady Kerkman/Executive Director of Business Development & Marketing, Kay Gross, Terry Tegels.

Others:

Absent: Tom Christensen, Shelby Medina/CEO, Emily Masters/CHRO

Recorder: Katie Greener/Director of Foundation & Auxiliary

CALL TO ORDER

WAH Foundation Vice-Chairperson, Greg Scheitel, called the meeting to order at 5:00 p.m.

FOUNDATION AGENDA

M/S/C UNANIMOUSLY TO APPROVE THE APRIL 23, 2024 FOUNDATION AGENDA AS PRESENTED (KG/SJ).

FOUNDATION MINUTES

M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE MARCH 26, 2024 REGULAR MEETING AS PRESENTED, PENDING ONE SPELLING EDIT (SJ/DO).

FINANCIAL STATEMENT

The February 2024 Windom Area Health Foundation financial statement was reviewed and approved as presented. M/S/C UNANIMOUSLY TO APPROVE THE FINANCIAL STATEMENT AS PRESENTED (KG/DO).

OLD BUSINESS

Vickie Schendel Memorial Fund, Funding Request

A request for funding from the Vickie Schendel Memorial Fund for CPR equipment was presented by Landon Johnson for: two AED machines, one family of manikins, and one intubation airway trainer. Landon showed the current stage of aging equipment and explained the benefits and usage of new equipment. The total project cost was \$3,214.68, and funds can cover up to \$3,000, one request per department, per year.

M/S/C UNANIMOUSLY TO APPROVE \$3,000 FROM THE VICKIE SCHENDEL MEMORIAL FUND TO FUND CPR EQUIPMENT PURCHASES AS LANDON JOHNSON PRESENTED. (SJ/TT).

Stress Test Equipment Fundraiser Update

Katie shared an update of the stress test fundraiser. \$18,660.40 raised as of today. Waiting on two pledges to come through. We are no longer actively fundraising for this project, but will accept any donations that come through late.

Account Signers and Bonding Update

Brady shared that because we fall under the hospital's insurance policy, Katie and/or Brady did not need to be bonded. Discussion to add Katie as an account signer.

M/S/C UNANIMOUSLY TO DESIGNATE ADDING KATIE GREENER AS AN ACCOUNT SIGNER AND KEEPING BRADY KERKMAN AND SHELBY MEDINA AS ACCOUNT SIGNERS AT BANK MIDWEST AND LEADING EDGE CREDIT UNION (SJ/TT, CHAD MERRIHEW ABSTAINED FROM VOTING).

Strategic Plan Update

Katie reviewed progress made on the Strategic Plan. We are on track for meeting our goals.

Scholarship Winners

Greg shared that the committee met on 4/18 to review 12 scholarship applications. All were strong applications. Katie will connect with donors Mary & Shirley Klosterbeur and Nancy Meyer to confirm which of the \$1,000

applicants their memorial scholarship will go towards. Katie will call all applicants and mail decision letters this week, and make every effort to attend awards ceremonies.

M/S/C UNANIMOUSLY TO APPROVE THE TWO \$2,500 AND THREE \$1,000 WINNERS AS PRESENTED (CM/KG): \$2,500 to Kendyl Sammons, \$2,500 to Tristyn Maras; \$1,000 to Hailey Veenker, \$1,000 to Emily Schmiesing, \$1,000 to Elese Paplow.

Mission Statement

M/S/C UNANIMOUSLY TO APPROVE THE MISSION STATEMENT AS WRITTEN (KG/SJ): *Together with Windom Area Health, our mission is to promote exceptional quality care and wellbeing for rural communities in southwest Minnesota.*

NEW BUSINESS

Mental Health Fund Proposal

The group reviewed a drafted proposal of a Mental Health Fund. The purpose of the fund would be to support community education efforts, WAH departments, and community members needing financial assistance related to responding to mental health crises or challenges. Greg elaborated on mental health needs and stigma in our region based on his line of work. This fund would complement initiatives from WAH, most recently the family engagement night on May 2. The Board will spend this summer developing policy and procedures around fund designation so that it is ready to go live in the fall. The group discussed transferring \$50,000 to start this fund, to show our buy-in and incentivize the community to donate.

M/S/C UNANIMOUSLY TO TRANSFER \$50,000 FROM THE GENERAL FUND TO START A NEW MENTAL HEALTH FUND AS PRESENTED IN THE PROPOSAL (KG/TT).

New Board Members / Slate of Officers

Katie and Brady thanked Steve, Chad, and Tom (absent) for their time on the board. The Slate of Officers (approved at March meeting) was approved by the Governing Board on 4/22.

Katie and Brady are in contact with two prospective board members and will speak with a third. The two will complete an official application and their names will be brought to the group at the next meeting.

Foundation Growth Chart

Katie shared the historical growth chart with additions for FY23 and 24. The group discussed the noticeable growth of Foundation activities through the years.

Golf Tournament: June 21

The HOLE IN ONE contest sponsor will be Bank Midwest. Katie has secured two other sponsorships. Flyers will be posted and sponsorship letters will go out this week. The proceeds of the golf tournament will go toward the new mental health fund.

WHF Student Project

WAS senior Drew Rothenberger held a fundraiser at a home baseball game for his Eagle Achievement Project to raise awareness about cancer. It raised \$341, went towards Women's Health Fund.

Volunteer Hours

Katie passed around the volunteer hours sheet for the Foundation Board Members to complete. Virtual meeting attendees should submit their hours via email.

The next Foundation Board Meeting will be held on June 4, 2024 in the Windom Area Health LCR.

The Windom Area Health Foundation meeting was concluded by Chairperson, Greg Scheitel.

M/S/C UNANIMOUSLY TO ADJOURN THE FOUNDATION MEETING (CM/SJ).

KAY GROSS
WAH Foundation Secretary