



WINDOM AREA HEALTH

Mission Statement:

DEDICATED TO HEALTH

**GOVERNING BOARD OF DIRECTORS
MEETING BOOKLET**

Monday, September 23, 2024

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

Purpose: Provide governance for Windom Area Health

Meeting Date | Time | Location: Monday, September 23, 2024 | 5:30 pm | Large Conference Room

Members:
All Windom Area Health Governing Board Members
Present:
Absent:
Others: Naomi Bach, Landon Johnson

Recorder: Mindy Carter, Executive Assistant

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	<ul style="list-style-type: none"> Approve Windom Area Health Governing Board minutes from the regular meeting of August 26, 2024 Approve Windom Area Health Special Governing Board minutes on August 26, 2024 	Dr. Michael Fisher
Board Education	<ul style="list-style-type: none"> Naomi Bach, CNP, Wound & Hyperbaric Healing Center Clinical Program Director, presenting annual business review 	Naomi Bach, CNP
WAH Policy Review	Review & approve the following policy(ies): <i>(Board Motion)</i> <ul style="list-style-type: none"> <i>Bloodborne Pathogens Exposure Control Plan</i> 	Shelby Medina

COMMITTEE REPORTS

Professional Practice Quality & Planning Committee	<ul style="list-style-type: none"> WAH Medical Staff credentialing review and approval per recommendation from the WAH Medical Staff <i>(Board Motion)</i> WAH Medical Staff meeting review Review Professional Practice Quality & Planning Committee meeting activities 	Dr. Buhler Dr. Blue Terry Tegels
Finance Personnel Labor Relations Building & Grounds Committee	<ul style="list-style-type: none"> Review Finance Personnel Labor Relations Building & Grounds Committee meeting activities Review and recommend approval of WAH resignations and terminations <i>(Board Motion)</i> 	Justin Schmit Emily Masters John Peyerl

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
Educational Assistance Applications	Review & recommend approval of application(s) for educational assistance <i>(Board Motion)</i>	Emily Masters
New Hires Departmental Transfers	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

Medical Director	Organizational updates	Dr. Blue
Administration	<ul style="list-style-type: none"> Review/Update Senior Management Team Executive Summaries Review/Approve WAH committee meeting reports as presented (<i>Board Motion</i>) 	Senior Management Team
City of Windom	Informational updates	Steve Nasby Marv Grunig
Sanford Health Network	Informational updates	Dave Rogers, VP Sanford Health Network
WAH Foundation Board	<ul style="list-style-type: none"> WAH Foundation meeting minutes from August 24, 2024 are included in the Board Book. WAH Foundation Board meets on September 24, 2024 WAH Foundation update on happenings 	Dr. Michael Fisher Terry Tegels
WAH Auxiliary	<ul style="list-style-type: none"> WAH Auxiliary meeting minutes from August 12, 2024 are included in the Board book. 	Dr. Michael Fisher
OLD & NEW BUSINESS		
Old Business		Dr. Michael Fisher
New Business	<ul style="list-style-type: none"> Motion to move into Executive Session to discuss matters protected by the attorney-client privilege [Minn. Statute 13D.05, Subd. 3(a).] (<i>Board Motion</i>) Motion to adjourn Executive Session 	Dr. Michael Fisher
CONCLUSION		
	Conclude WAH Governing Board meeting	Dr. Michael Fisher

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

Purpose: Provide governance for Windom Area Health

Meeting Date | Time | Location: Monday, August 26, 2024 | 5:30 pm | Large Conference Room

Members: All Windom Area Health Governing Board Members
Present: Dr. Michael Fisher, Justin Schmit, Dan Ortmann, Terry Tegels, Rick Frederickson, Dr. Blue/CMO, Landon Johnson/DON, Shelby Medina/CEO, John Peyerl/CFO, Emily Masters/CHRO, Dave Rogers/SHN VP
Absent: Monica Huber/CNO, Kay Gross, Julie Brugman/Mt Lake Advisory member
Others: Dr. Buhler/Medical Staff President, Steve Nasby/City Administrator, Marv Grunig/City Council Liaison, Korey Boelter/CLA, Taylor Tandeski/CLA

Recorder: Mindy Carter, Executive Assistant

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

Call to Order	Windom Area Health Governing Board meeting was called to order at 5:30 pm by Governing Board Chairperson, 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 July 22, 2024 (TEGELS/ORTMANN).	Dr. Michael Fisher
Board Education	FY2024 CLA Audit Report – Korey Boelter and Taylor Tandeski from CLA presented favorable findings of FY2024 audit report.	John Peyerl
WAH Policy Review	M/S/C Unanimously, upon recommendation for the WAH Governing Board to approve the following annual policies: (FISHER/FREDERICKSON) <ul style="list-style-type: none"> Use of Credit Cards Investments 	John Peyerl

COMMITTEE REPORTS

Professional Practice – Quality – Planning Committee	<p>The WAH Medical Staff reviewed and approved the August Medical Staff Credentialing list at their earlier meeting and presented to the WAH Governing Board for review and approval with the following motion made: M/S/C unanimously to approve the August Medical Staff credentialing list as presented: (TEGELS/ORTMANN)</p> <p>APPOINTMENTS:</p> <table border="0"> <tr> <td>Richard Clark, M.D.</td> <td>Cardiology</td> <td>Consulting</td> </tr> <tr> <td>Kara Sand, RN</td> <td>Cardiovascular (Santos)</td> <td>Allied Health Professionals</td> </tr> </table> <p>REAPPOINTMENTS:</p> <p>AVEL ECARE APPOINTMENTS:</p> <p>VRAD APPOINTMENTS:</p> <p>VRAD REAPPOINTMENTS:</p> <table border="0"> <tr> <td>Jerome Klein, M.D.</td> <td>Teleradiology</td> <td>Telemedicine</td> </tr> <tr> <td>Arlene Sussman, M.D.</td> <td>Teleradiology</td> <td>Telemedicine</td> </tr> </table> <p>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</p> <table border="0"> <tr> <td>Saher Iftikhar, MD</td> <td>Trauma</td> <td>Telemedicine</td> </tr> </table> <p>ADDITIONAL PRIVILEGE REQUEST:</p> <table border="0"> <tr> <td>Lori Fett, CNP</td> <td>Urology</td> <td>Allied Health Professionals</td> </tr> </table> <p>RESIGNATIONS:</p> <table border="0"> <tr> <td>Jenna Roth, RN</td> <td>Cardiovascular (Jonsson)</td> <td>Allied Health Professionals</td> </tr> </table>	Richard Clark, M.D.	Cardiology	Consulting	Kara Sand, RN	Cardiovascular (Santos)	Allied Health Professionals	Jerome Klein, M.D.	Teleradiology	Telemedicine	Arlene Sussman, M.D.	Teleradiology	Telemedicine	Saher Iftikhar, MD	Trauma	Telemedicine	Lori Fett, CNP	Urology	Allied Health Professionals	Jenna Roth, RN	Cardiovascular (Jonsson)	Allied Health Professionals	Dr. Blue Dr. Buhler
Richard Clark, M.D.	Cardiology	Consulting																					
Kara Sand, RN	Cardiovascular (Santos)	Allied Health Professionals																					
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Lori Fett, CNP	Urology	Allied Health Professionals																					
Jenna Roth, RN	Cardiovascular (Jonsson)	Allied Health Professionals																					

	<p>Dr. Blue stated Lori Fett, CNP has a background in urology and adding urology privileges could expand outpatient services.</p> <p>Dr. Blue reviewed the medical staff bylaws concerning the scope of practice for allied professionals allowing patients to access Physical Therapy treatment without an initial referral. Medical Staff expressed understanding and support. Policy on Obstetrics and Medical Staff Rules and Regulations are currently under review with intent to bring to vote in September.</p>	
Finance – Personnel – Labor Relations – Building/Grounds Committee	<p>M/S/C unanimously to recommend approval to send 64 patient accounts totaling \$60,799.841 to AAA Collections, recommend approval for following Financial Assistance patient accounts: (SCHMIT/FISHER)</p> <ul style="list-style-type: none"> 6 financial assistance accounts approved for write-off, totaling \$5,408.44 <p>FY2025 Year-to-Date, Financial Assistance approvals amount to \$58,482.91 on a budget of \$125,000.</p> <p>M/S/C Unanimously to approve the following resignation/terminations: (SCHMIT/ORTMANN)</p> <p>1 Speech Therapist, 1 Nutrition Service Aide, 1 EVS, 1 POWER program intern.</p>	John Peyerl Emily Masters
OTHER REPORTS		
Statistical & Financial Performance Reports	<p>M/S/C unanimously to approve the Statistical and Financial Performance Report as presented: (FISHER/ORTMANN)</p> <p>In July, inpatient activity surpassed budget expectations. Acute admissions were higher than last month and more than budgeted volume. Outpatient activity met or exceeded budget, with 81% of gross revenues from outpatient services. 33 acute admissions resulted in 77 inpatient days. Outpatient gross revenue was \$217,397 more than budget and \$893,576 more than last July.</p> <ul style="list-style-type: none"> 739 Imaging Procedures 11,173 Lab Procedures 56 Surgical Procedures 1,978 Rehab Therapy Modalities 58.08 days Accounts Receivable 221 days Cash on hand <p>Overall, expenses were \$167,513 more than budget. Pharmaceuticals, Purchased Services and Other Direct Expenses are the categories that came in more than budget.</p>	John Peyerl
Capital Acquisition Activity	<p>John reported on the following capital asset acquisitions totaling \$213,538:</p> <ul style="list-style-type: none"> Door Access Control (8 Doors) IV Pumps PageWriter TC70 Cardiograph IBF 105-GX Freezer Blood/Plasma PhysioMax Total Body Exerciser Ascend BodyScript Body Comp Analyzer 	John Peyerl
Educational Assistance Applications	<p>M/S/C unanimously to approve the Educational Assistance Application as presented: (FISHER/ORTMANN)</p> <p>Dianna Lopez applied for \$2,251 in Educational Assistance to become a licensed medical interpreter. This licensure will build her career and assist in overcoming language barriers and improving the overall patient experience. The course duration is August to May.</p>	Emily Masters
New / Department Transfer Employees	<p>Bridgett Miller, RN</p> <p>Devin Homer, Fitness Specialist</p> <p>There were no departmental transfers to report.</p>	Emily Masters
Patient Concern Reports	<p>Patient Concern Reports were reviewed and received positive feedback from patients.</p>	Landon Johnson
Patient Safety Reports	<p>Landon reported on one reportable incident that required additional monitoring but caused no harm to the patient.</p>	Landon Johnson

Medical Director	Dr. Blue reported the focus on Lori Fett, CNP in Urology and reviewed the bylaws concerning the scope of practice for allied professionals (Physical Therapist) to allow patient access to treatment and therapy within a 90-day timeframe without requiring a referral.	Dr. Dan Blue
Administration	M/S/C unanimously to approve committee meeting reports as presented (FISHER/SCHMIT) <ul style="list-style-type: none"> • Staff Competency Policy • Senior Management Team Executive Summaries Emily reported there are 11 open positions currently posted and new Touchpoint Standards were rolled out to leaders outlining new telephone etiquette expectations. Emily mentioned that postcards mailed for Dr. Clark's (Sanford) cardiology services, ads planned for Dr. Hinshaw in Fairmont due to OBGYN service changes. WAH had a booth at the Cottonwood County Fair for Stop the Bleed demo and 3 WAH departments participated in Night to Unite.	Senior Management Team
City of Windom	Marv Grunig announced an additional ballot question proposing a 1% local sales tax increase to fund flood mitigation efforts. Denise Nichols has retired, looking for a new hire. The focus is on budget planning, and MNDOT is looking into the south section to potentially return to four-lanes. However, the cost of traffic signals has more than doubled.	Steve Nasby Marv Grunig
Sanford Health Network	Dave reported a meeting was held between Sanford and Marshfield to vote on merger. Medicare Advantage Plan Concerns: Not renewing with Humana impacts 19,000 members across the region. Members are receiving letters about the effects starting January 1st. There are ongoing discussions about the possible closure of the Mayo facility in Fairmont. A rural health summit has been organized to address the future of rural healthcare, to focus on topics like AI, the event will be webcast. Reach out to Shelby Medina if interested in the Sanford International Event.	Dave Rogers, VP Sanford Health Network
WAH Foundation Board	A fall fundraising letter has been mailed to raise funds for the mental health fund, focusing on the Foundation's goals of mental health education and training for mental health support. A roundtable discussion is scheduled to talk about the foundation's direction within the community. The next WAH Foundation Board meeting is August 27, 2024, at 5:00 pm in the WAH Large Conference Room.	Terry Tegels
WAH Auxiliary	Auxiliary sold record number of raffle tickets at the fair, proceeds go to new surgical equipment for shoulder replacements	Terry Tegels
OLD & NEW BUSINESS		
Old Business	There was no old business to address.	Dr. Michael Fisher
New Business	The remainder of the Governing Board Meetings for 2024 will remain as posted. Motion to move into Executive Session to discuss matters protected by the attorney-client privilege related. [Minn. Statute 13D.05, Subd. 3(a).] (FISHER/SCHMIT) Motion to adjourn Executive Session (FISHER/ORTMANN)	Dr. Michael Fisher
CONCLUSION		
	The WAH Governing Board meeting was concluded by Governing Board Chairperson, Dr. Michael Fisher	Dr. Michael Fisher

Signature _____, Dan Ortmann, WAH Governing Board Secretary

**Meeting Name: Windom Area Health Governing Board Meeting
Special Governing Board Meeting Minutes**

Purpose: WAH Governing Board Special Meeting

Meeting Date | Time | Location: Monday, August 26, 2024 | 6:30 pm | Large Conference Room

Facilitator: Dr. Michael Fisher

Attending Members:
All Windom Area Health Governing Board Members
Present: Dr. Michael Fisher, Justin Schmit, Dan Ortmann, Terry Tegels, Rick Frederickson, Dr. Blue/CMO, Landon Johnson/DON, Shelby Medina/CEO, John Peyerl/CFO, Emily Masters/CHRO, Dave Rogers/SHN VP
Absent: Monica Huber/CNO, Kay Gross, Julie Brugman/Mt Lake Advisory member
Others:

Recorder: Shelby Medina, WAH CEO

Topic	Action step(s)	Leader
Agenda Items		
Call to Order	Governing Board Chairperson, Dr. Michael Fisher, called Executive Session of Windom Area Health Governing Board meeting to order at 6:30 pm.	Dr. Michael Fisher
Meeting Status	Dr. Fisher announced the Executive Session of the WAH Governing Board Meeting was closed to the public per Minn. Statute 13D.05, Subd. 3(a).	Dr. Michael 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	M/S/C unanimously to adjourn the Executive Session (FISHER/ORTMANN) Governing Board Chairperson, Dr. Michael Fisher, concluded Executive Session of the Governing Board Meeting.	Dr. Michael Fisher

Signature _____, Dan Ortmann, Governing Board Secretary

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

As of August 22, 2024

WAH MISSION: "Dedicated to Health"

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was \$85,525 compared to a budget of negative \$33,000. Our net operating revenue was \$683,767 more than last July. July operating income is 3.21% compared to a budget percentage of negative 1.39%. For the year, operating income is 2.35% compared to a budget of negative 1.39%.

The volume of inpatient activity in June exceeded budget expectations. The acute admissions were two more than last month and four more than the budgeted volume. Activity on the outpatient side produced volumes and revenues at or slightly above budget expectations. Eighty-one percent of our gross revenues came from outpatient activity, which is consistent with expectations. Acute admissions totaled thirty-three. Those thirty-three admissions produced seventy-seven inpatient days for an average daily census of 2.5. Outpatient gross revenue was \$217,397 more than budget and \$893,576 more than last July.

- Imaging procedure counts were eleven procedures below budget. Imaging performed 739 procedures compared to a budget of 750. Last July, 715 procedures were performed.
- Laboratory volumes exceeded budget expectations. Last fiscal year laboratory tests averaged about 10,140 in a given month. There were 11,173 in the month of July, which is 1,187 more than last July and 773 more than budget.
- Fifty-six surgical procedures were performed in July, which is sixteen less than our budgeted number of seventy-two and three less than last July. Four of those surgeries were joint replacements. There were no robotic cases in July.
- Rehab Therapy performed 1,978 modalities in July, which was 77 less than last July. That is 53 more modalities than the budgeted number of 1,925.

Contractual adjustments came in at 47.95% for the month. Contractual adjustments were budgeted at 49.46%.

Overall, expenses were \$167,513 more than budget. Pharmaceuticals, Purchased Services and Other Direct Expenses are the categories that came in more than budget.

GOVERNING BOARD EXECUTIVE SUMMARY

September, 2024

Windom Area Health MISSION: *"Dedicated to Health"*

CHIEF NURSING OFFICER REPORT

- **Medical/Surgical/OB/Emergency Room:**
 - 392 ER visits in August, highest number of visits in 1 month in the past few years
 - Addition of more Health Unit Coordinators has been positive for both staff and patients, increase in their duties to include EKG's on the unit and in ER
 - Dr. Hinshaw started providing monthly lunch-and-learns for employees with various topics for staff
 - Additional interviews for international RN's to take place in October
 - WAH will be completing our first total shoulder replacement in October
 - Congratulations to Jody Saffert, ward secretary, on her 45 years of service as she is retiring on October 1st

- **Outpatient Nursing and Diabetic Education:**
 - Jenna and Abby presented to and are building a relationship with the DAC to provide consistent education to that population, including healthy eating and managing diabetes
 - Increase in number of chemotherapy related treatment, i.e. bone marrow stimulants

- **Equipment updates:**
 - A new ring cutter was purchased for use in the emergency room. Over the summer, we have experienced a big increase in the number of patients presenting with rings stuck on their finger

MHA Safety Data for Aug, 2024:

- Falls: 1
- Skin Integrity 0
- Restraints 0
- Opioid Deaths 0
- Reportable Events: 0

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of September 16, 2024

WAH MISSION: "Dedicated to Health"

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - RN
 - Physician – Urology
 - Surgical Tech
 - Dietary Aide/Cook
 - NP/PA – Orthopedics & Hospitalist
 - Accounting Manager/Controller
 - Environmental Services Tech
 - Patient Access Rep – Front Desk
 - Speech Therapist – Full Time & PRN
 - Heath Unit Coordinator
- Annual Fit Testing is underway for 123 employees.
- Jenna Mollema, CNP Hospitalist, will begin doing Social Security Exams on Tuesdays. Dr. Yusuf will have availability for OccMed appointments, such as DOT certifications, on Thursday afternoons.
- Annual performance evaluations and merit increases were delivered in August/September.

Community Health/Mental Health/Wellness Center

- 30 body scans have been done (mix of employee/community) since the Body Script Analyzer was obtained.
- We are currently running an internal walking team challenge for our Employee Wellness program.
- We are adding an additional SAIL class on Fridays. Both Devin Homer and Makayla Grev recently obtained their certification for SAIL instructors.
- Employee health screening were recently performed for about 15 City of Mt. Lake employees.

Marketing/PR/Business Development

- Held lunch and learns at both Mankato Clinic and Sanford Windom Clinic for the Wound Center.
- Marketing is supporting the annual Recognition Night held at Round Lake Winery. Employees, boards and volunteers will be recognized. Remember to RSVP!
- A media campaign focused on OBGYN services is being pushed out in Fairmont, including print and radio.
- A Mental Health Fund Roundtable event was held on 9/11 at the Historical Society. Over 30 people attended, well above expectations.
- We participated in the Turkey Day Parade in Worthington for the first time on 9/14 and won 3rd place.

Foundation/Auxiliary

- Katie Greener will be the point person for the upcoming Giving Tree program.
- The Auxiliary raffle sound out this year, and winners were drawn during kaleidoscope in August.

Sponsorships/Donations

- Windom Youth Athletics Booster Club - \$250 donation
- Windom Chamber Golf Outing – Prizes for silent auction

Committee Meetings

- **Employee Focus:** Committee met 9/5. Fall events including National Chocolate Day and a Pumpkin Decorating contest were planned. Holiday party ideas were also discussed.
- **Patient & Family Advisory Committee:** No report. Next meeting is Oct 1st.
- **Safety:** No Report.
- **Safe Patient Handling:** No report.

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, September 23, 2024 | 4:30-5:15 pm | Large Conference Room**

MEMBERS		Present: Absent: Others:
JUSTIN SCHMIT, CHAIRPERSON	SHELBY MEDINA, CEO	
KAY GROSS, TRUSTEE	DR. DAN BLUE, CMO	
DAN ORTMANN, TRUSTEE	MONICA HUBER, CNO	
DR. MICHAEL FISHER, EX-OFFICIO	JOHN PEYERL, CFO	
JULIE BRUGMAN, MT. LAKE ADVISORY MEMBER	EMILY MASTERS, CHRO	

Chairperson (or Acting Chairperson): Justin Schmit, Chairperson

Recorder: Mindy Carter, Executive Assistant

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 by Chairperson	Justin Schmit
Minutes	Approve minutes from regular Committee meeting of August 26, 2024 (<i>Committee Motion</i>)	Justin Schmit
Collections & Financial Assistance	Review & recommend approval of patient financial accounts (<i>Committee Motion / Board Motion</i>)	John Peyerl
Employee Resignations & Terminations	Review & recommend acceptance of WAH employee resignations / terminations (<i>Committee Motion / Board Motion</i>)	Emily Masters

FOLLOW-UP ITEMS

Outreach Opportunity	Update on progress	Shelby Medina
WFMC Temporary Allocated Hospital Space	Schedule to convert back to hospital space	Shelby Medina

NEW/CURRENT ITEMS

Other		
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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, August 26 | 4:30 pm | Large Conference Room

MEMBERS:	SHELBY MEDINA, CEO	Present: Justin Schmit, Dr. Michael Fisher, Terry Tegels, Dan Ortmann, Shelby Medina, John Peyerl, Emily Masters, Dr. Blue, Landon Johnson Absent: Kay Gross, Julie Brugman, Monica Huber Others:
JUSTIN SCHMIT, CHAIRPERSON	DR. DAN BLUE, CMO	
KAY GROSS, TRUSTEE	MONICA HUBER, CNO	
DAN ORTMANN, TRUSTEE	JOHN PEYERL, CFO	
DR. MICHAEL FISHER, EX-OFFICIO	EMILY MASTERS, CHRO	
JULIE BRUGMAN, MT. LAKE ADVISORY MEMBER		

Chairperson (or Acting Chairperson) Justin Schmit, Chairperson

Recorder: Mindy Carter, Executive Assistant

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 July 22, 2024, as presented (Schmit/Ortmann).	Justin Schmit
Collections & Financial Assistance	M/S/C unanimously to recommend approval to send 64 patient accounts totaling \$60,799.841 to AAA Collections, recommend approval for following Financial Assistance patient accounts: 6 financial assistance accounts approved for write-off, totaling \$5,408.44 (Schmit/Fisher). FY2025 Year-to-Date, Financial Assistance approvals amount to \$58,482.91 on a budget of \$125,000.	John Peyerl
Employee Resignations & Terminations	M/S/C unanimously to recommend approval of the following resignations: 1 Speech Therapist, 1 Nutrition Service Aide, 1 EVS, 1 POWER program intern (Ortmann/Tegels).	Emily Masters

FOLLOW-UP ITEMS

Outreach Opportunity	Shelby updated on the progress of the Lakefield site. , The clinic will accommodate OB/GYN visits to start with the intent to offer additional specialty services in the future. The target date is November 1 st Shelby mentioned investigating a possible opportunity in the Fairmont area as there may be OBGYN needs due to Mayo Health System reducing services.	Shelby Medina
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NEW/CURRENT ITEMS

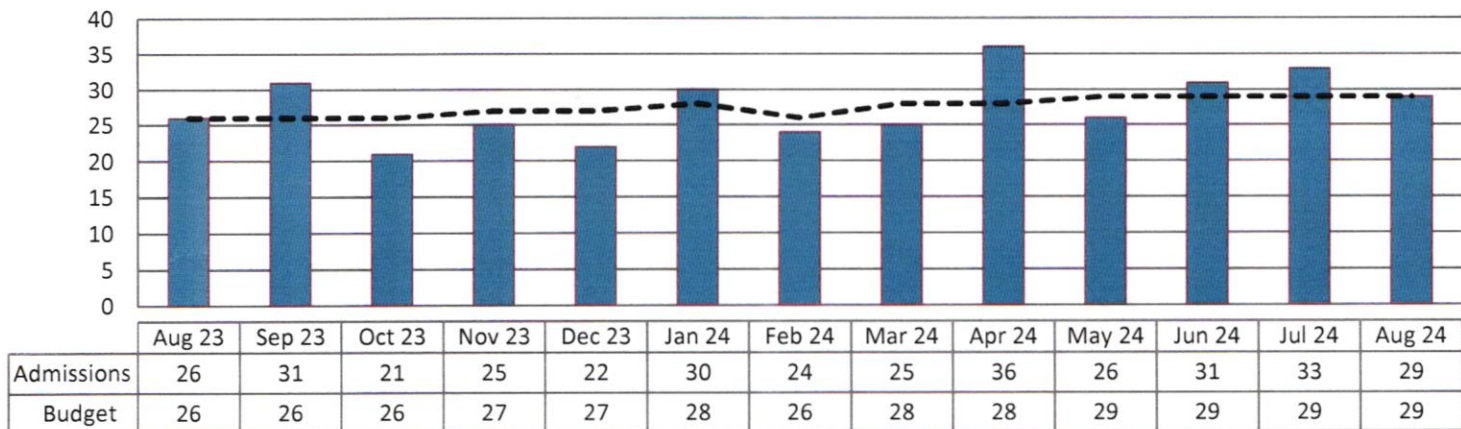
Other	John plans to invite Chad Gerhold, Business Analyst, to board meeting to provide insights and stats on economic development in the area. Currently reviewing the strategic plan to assess our progress and explore the concept of a teaching hospital. Excited to relaunch the Wound & Hyperbaric Clinic, as well as exploring other potential opportunities there.	John Peyerl
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CONCLUSION

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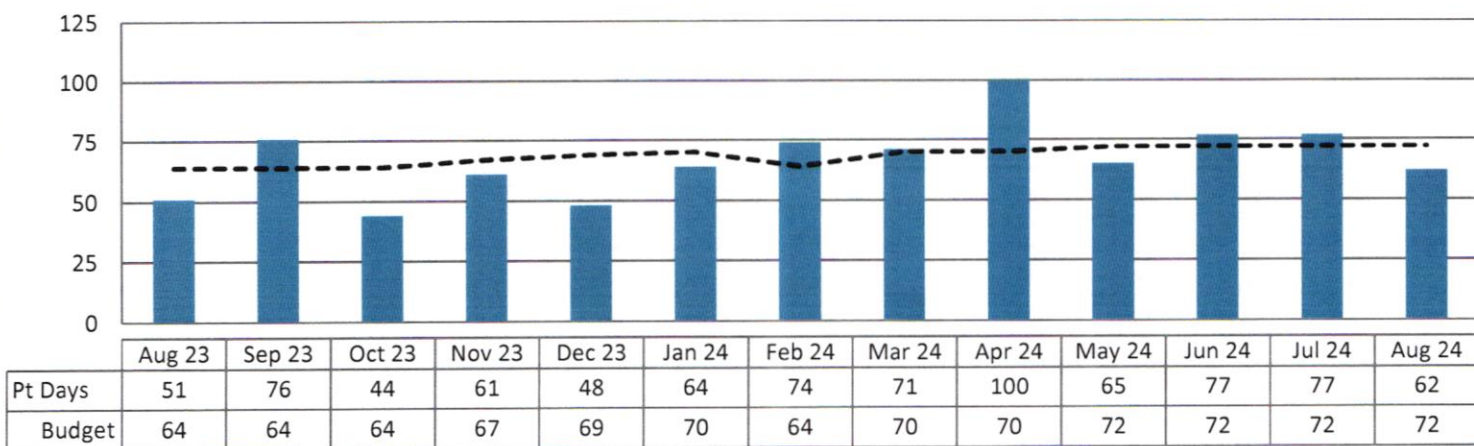
ADMISSIONS

Admissions Budget



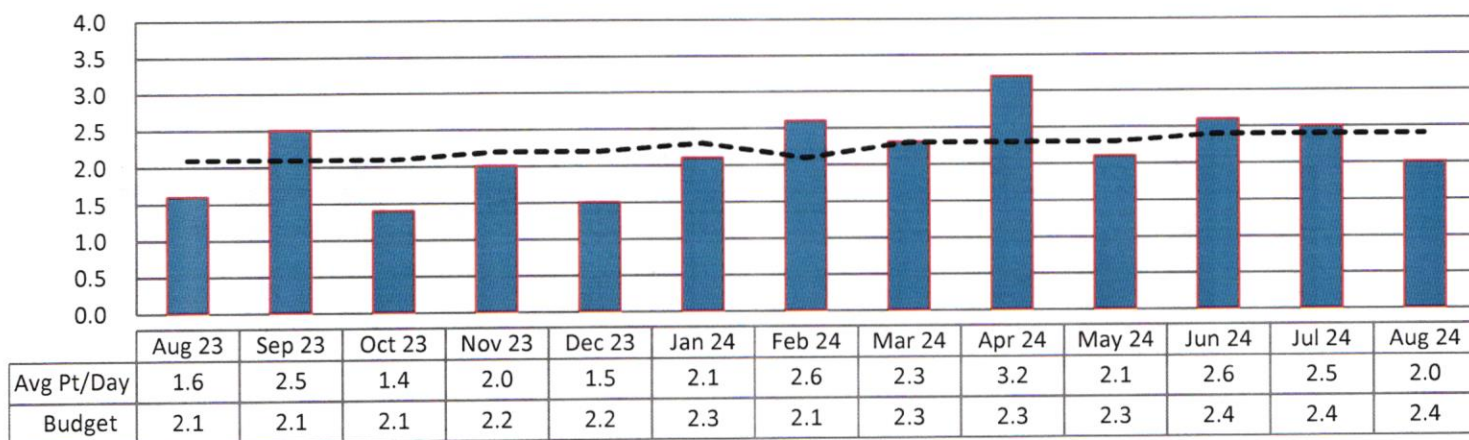
PATIENT DAYS

Pt Days Budget



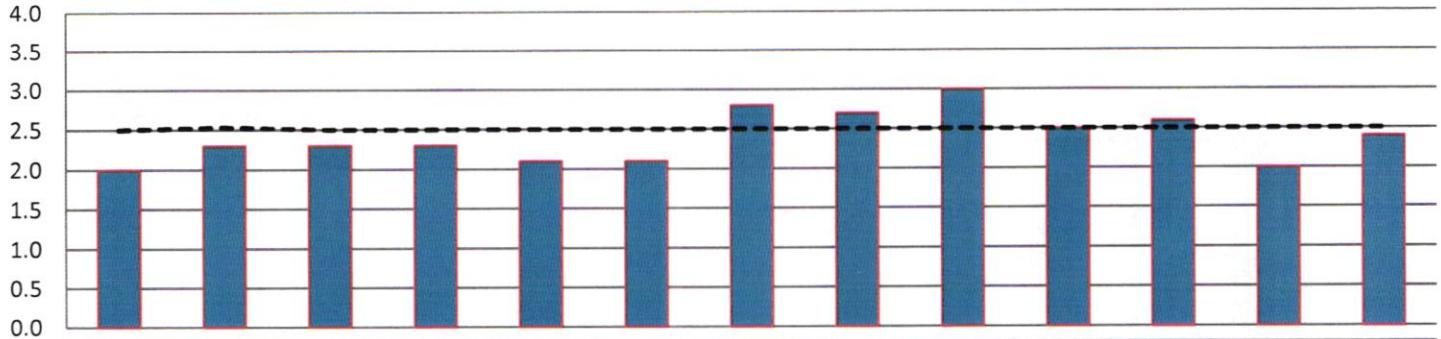
AVERAGE PATIENTS PER DAY

Avg Pt/Day Budget



AVERAGE LENGTH OF STAY

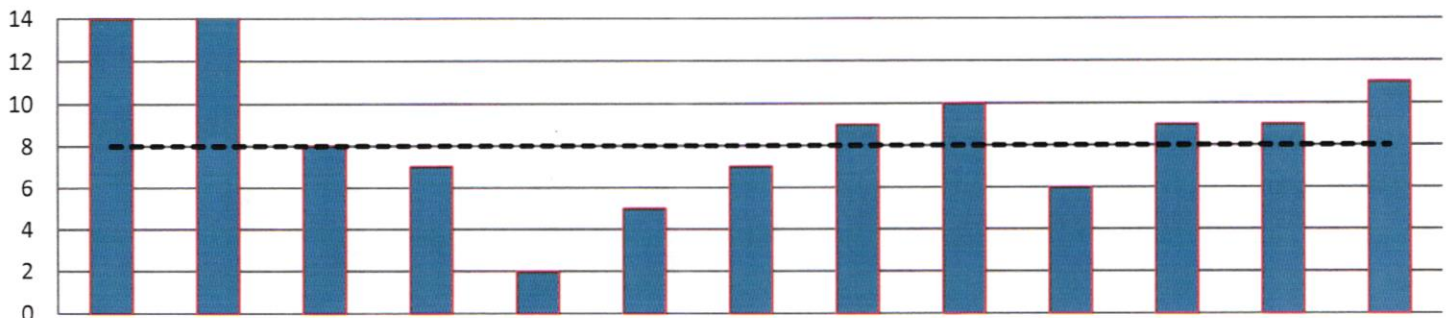
Avg Stay Budget



	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24
Avg Stay	2.0	2.3	2.3	2.3	2.1	2.1	2.8	2.7	3.0	2.5	2.6	2.0	2.4
Budget	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5

BIRTHS

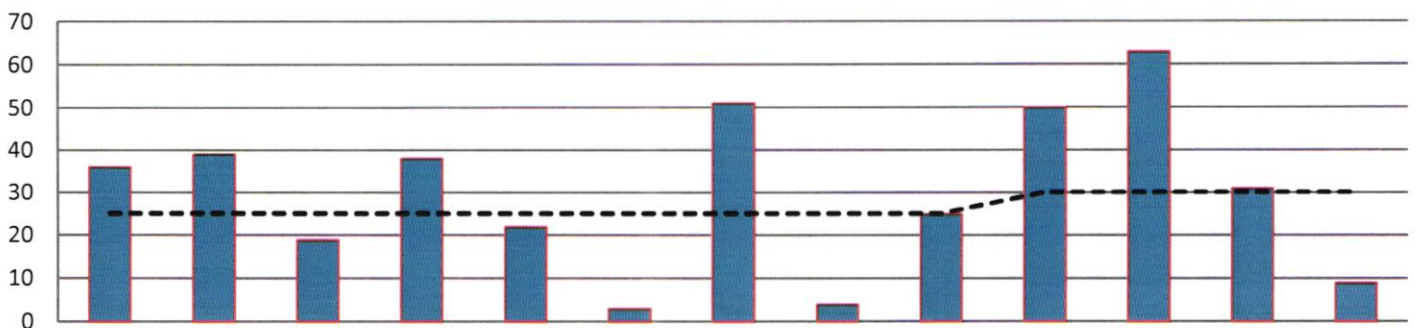
Births Budget



	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24
Births	14	16	8	7	2	5	7	9	10	6	9	9	11
Budget	8	8	8	8	8	8	8	8	8	8	8	8	8

SWING BED DAYS

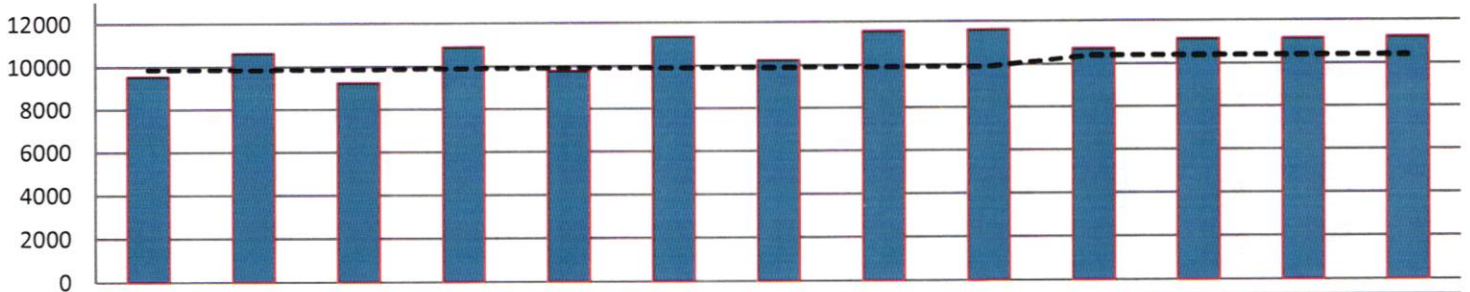
Swing Bed Days Budget



	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24
Swing Bed Days	36	39	19	38	22	3	51	4	25	50	63	31	9
Budget	25	25	25	25	25	25	25	25	25	30	30	30	30

LAB PROCEDURES

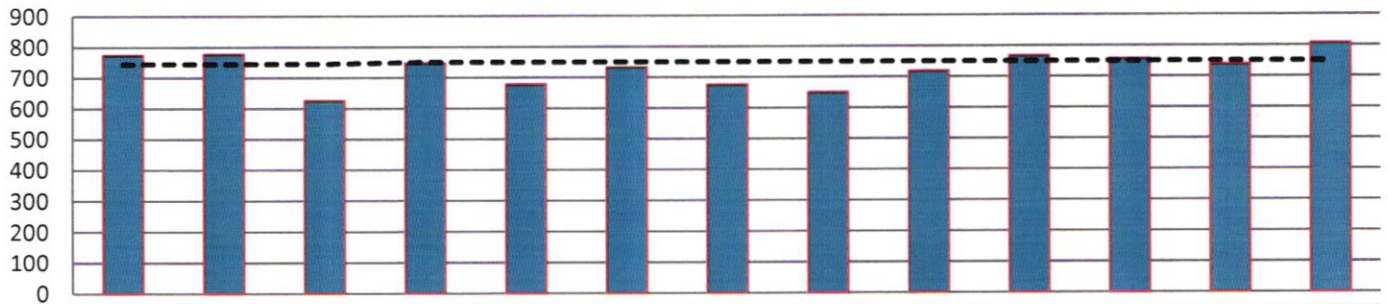
Lab Proc Budget



	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24
Lab Proc	9550	10639	9252	10914	9777	11360	10249	11588	11630	10737	11178	11173	11256
Budget	9850	9850	9850	9900	9900	9900	9900	9900	9900	10400	10400	10400	10400

IMAGING PROCEDURES

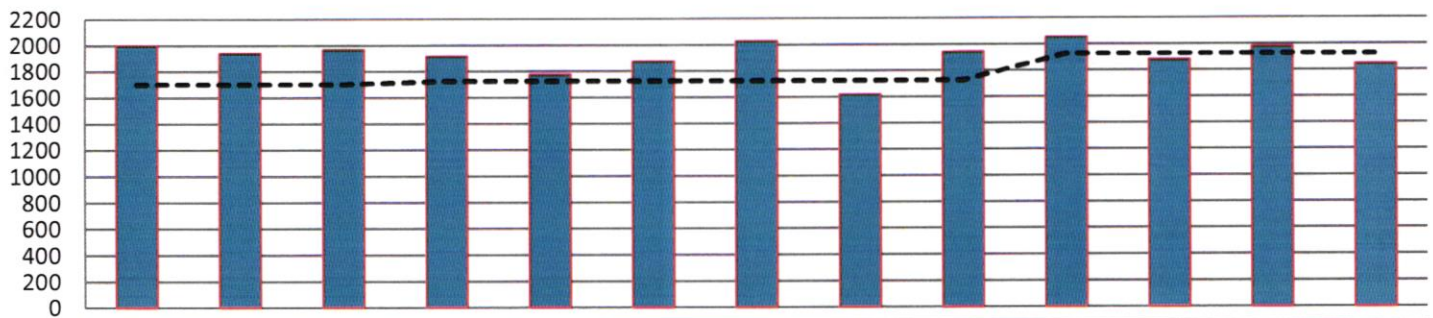
Imaging Proc Budget



	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24
Imaging Proc	774	777	626	747	678	733	676	651	719	768	758	739	807
Budget	745	745	745	750	750	750	750	750	750	750	750	750	750

REHAB MODALITIES

Rehab Modalities Budget



	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24
Rehab Modalities	2000	1941	1967	1915	1775	1874	2027	1621	1942	2054	1882	1978	1847
Budget	1700	1700	1700	1725	1725	1725	1725	1725	1725	1925	1925	1925	1924

**WINDOM AREA HEALTH
 FY 2025
 CAPITAL ASSET ACQUISITIONS**

Yrs Dep	Capital Asset	Vendor	Asset class	May	June	July	August
	Door Access Control (8 Doors)	Midwest Alarm/Lucan Comm TV	Maj Mov			31,669.46	
	IV Pumps	Carefusion/BD	Maj Mov			150,169.90	
	PageWriter TC70 Cardiograph	Philips	Maj Mov			11,323.97	
	IBF 105-GX Freezer Blood/Plasma	Helmer Inc	Maj Mov			6,904.29	
	PhysioMax Total Body Exerciser	Push Pedal Pull	Maj Mov			5,503.88	
	Ascend BodyScript Body Comp Analyzer	Johnson Fitness & Wellness	Maj Mov			7,966.00	
	Total			-	-	213,538	-
		Total YTD Capital Acquisitions	213,538				

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, September 23, 2024 | 4:00-4:30 pm | Large Conference Room

MEMBERS:	SHELBY MEDINA, CEO
TERRY TEGELS, CHAIRPERSON	DR. DAN BLUE, CMO
RICK FREDERICKSON, TRUSTEE	MONICA HUBER, CNO
KIM PILLATZKI, TRUSTEE	JOHN PEYERL, CFO
DR. MICHAEL FISHER, EX-OFFICIO	EMILY MASTERS, CHRO
JULIE BRUGMAN, MT. LAKE ADVISORY MEMBER	

Present:
 Absent:
 Others:

Chairperson (or Acting Chairperson) Terry Tegels, Chairperson

Recorder: Mindy Carter, Executive Assistant

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	Terry Tegels
Minutes	Approve minutes from the regular Committee meeting of August 26, 2024 <i>(Committee Motion)</i>	Terry Tegels

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>(Committee / Board Motion)</i> Report on business addressed at WAH Medical Staff meeting 	Dr. Buhler Dr. Blue
WFMC Temporary Allocated Hospital Space	Update on plan to convert back to hospital space	Shelby Medina

NEW/CURRENT ITEMS

Other		

CONCLUSION

	Conclude Professional Practice Quality & Planning Committee meeting	Terry Tegels
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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, August 26, 2024 / 4:00-4:30 pm / Large Conference Room

MEMBERS:	SHELBY MEDINA, CEO
TERRY TEGELS, CHAIRPERSON	DR. DAN BLUE, CMO
RICK FREDERICKSON, TRUSTEE	MONICA HUBER, CNO
KIM PILLATZKI, TRUSTEE	JOHN PEYERL, CFO
DR. MICHAEL FISHER, EX-OFFICIO	EMILY MASTERS, CHRO
JULIE BRUGMAN, MT. LAKE ADVISORY MEMBER	

Present: Terry Tegels, Rick Frederickson, Dr. Michael Fisher, Justin Schmit, Shelby Medina, Dr. Dan Blue, Dr. Buhler, John Peyerl, Emily Masters, Landon Johnson
Absent: Kim Pillatzki, Julie Brugman, Monica Huber
Others:

Chairperson (or Acting Chairperson): Terry Tegels, Acting Chairperson

Recorder: Mindy Carter, Executive Assistant

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

Call to Order	Acting Chairperson Terry Tegels called the Professional Practice/Quality & Planning Committee meeting to order at 4:00 pm.	Terry Tegels
Minutes	M/S/C UNANIMOUSLY TO APPROVE COMMITTEE MINUTES FROM THE REGULAR MEETING OF JULY 22, 2024, AS PRESENTED (FREDERICKSON/FISHER).	Terry Tegels

FOLLOW-UP ITEMS

Medical Staff Credentialing & Medical Staff Meeting Update	Dr. Blue announced that Lori Fett, CNP was introduced at the Medical Staff meeting, where she shared her background in Urology. Dr. Blue reported that the Medical Staff reviewed the bylaws and the existing Rules and Regulations, with plans to bring the Rules and Regulations to vote in September’s Medical Staff meeting. Dr. Blue reviewed the medical staff bylaws concerning the scope of practice for Physical Therapists (allied professionals) allowing patients to access Physical Therapy treatment without an initial referral. Medical Staff expressed understanding and support. Medical Staff reviewed the August 2024 Credentialing list and recommended approval to the WAH Governing Board. M/S/C UNANIMOUSLY TO RECOMMEND APPROVAL OF THE AUGUST CREDENTIALING LIST TO THE GOVERNING BOARD, AS PRESENTED (FREDERICKSON/FISHER).	Dr. Blue Dr. Buhler
Outreach Opportunity	Shelby reported that progress is being made for the Lakefield site. The target date for this development is set for November 1. The intention is to offer OBGYN services to start with additional specialties added in the future.	Shelby Medina

NEW/CURRENT ITEMS

Other	Shelby reported on an email received from Dr. Taber stating his reason for not moving forward to the new medical building.	Shelby M
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CONCLUSION

	Chairperson Terry Tegels concluded the Professional Practice/Quality & Planning Committee meeting.	Terry Tegels
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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 LIST**

SEPTEMBER 23, 2024

APPOINTMENTS:

Maryam Nouhi-Arbatani, D.O.	Behavioral Health (AmWell)	Telemedicine
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REAPPOINTMENTS:

Kylie Cowdin, M.D.	Family Medicine	Active Staff
Carolyn Larson, CRNA	Anesthesia	Allied Health Professionals
Mary Olson, M.D.	Family Medicine	Senior Active Staff
Furhad Qureshi, M.D.	Telehospitalist	Telemedicine
Jeffrey Taber, M.D.	Family Medicine	Active Staff

AVEL ECARE APPOINTMENTS:

Ludmil Lazarov, M.D.	Telehospitalist	Telemedicine
Erin Meyer, D.O.	Telehospitalist	Telemedicine
Todd Severnak, M.D.	Telehospitalist	Telemedicine
Darin Willardsen, D.O.	Telehospitalist	Telemedicine

VRAD APPOINTMENTS:

VRAD REAPPOINTMENTS:

Cynthia Tortorelli, M.D.	Teleradiology	Telemedicine
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SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):

Andrew Erickson, D.O.	Radiology	Telemedicine
Austin Fletcher, M.D.	Radiology	Telemedicine
Jacob Ricke, D.O.	Trauma	Telemedicine

RESIGNATIONS:

Scott Hoffman, DPM	Podiatry	Associate Professional Staff
Rhilynn Zebe, LPN	General Surgery (Reddy)	Allied Health Professional

AUGUST COMMENTS

Ambulatory Surgery	everything went very well
Ambulatory Surgery	The only thing I to have to suggest is because my surgery was so early in the morning, I would have which waiting room identified or labeled at the hospital which one to use as it's confusing weather to use the one in main hall or the specialty clinic waiting room.
Ambulatory Surgery	Yeah, everything was explained to me very good. So they did a very good job. Thank you. Bye.
Ambulatory Surgery	Excellant experience
Ambulatory Surgery	Liked Dr. Taber
Ambulatory Surgery	no complaints at all. was treated well from the minute i walked into the door until i walked out. keep up the good work!!!!
Ambulatory Surgery	Patty, Anita, Michelle and Brook were wonderful and I felt very well taken care of.
Clinic	Well Done
Clinic	There was a mix up w/the leg icings I was to take home. I only took the icings for one leg and not two. Had to come back the next day and get the second one.
ED	Doctor was with me for maybe 5 min before being asked to step out. Was the first time I felt uncomfortable at the WAH. :(Waited an hour and half from nurse to doctor seeing me. When I decided that I did not want treatment as the doctor asked me to think about while he stepped out I decided to step out and let the nurses know I didn't want treatment and was going to leave. They asked if I wanted to wait for discharge papers and I did not because I didn't want to wait another hour for them before the doctor got back to me.
ED	The receptionist/person who checked us in was extremely unfriendly.
ED	They took good care of me
ED	It was a very, one of the best experiences I've had in the ER in a long time. The nurses were great. The doctor was very informative, very kind. His bedside manner was awesome. Definitely highly recommend the doctors and my nurses were very caring and absolutely cool.
Imaging	Kind, caring young man that did the test. Thank you. Please.
Imaging	I was totally satisfied with my recent visit to Windom Area Health.
Imaging	They were all super nice and explained everything they were going to do before doing the test. They were super friendly and listened to any questions or concerns I had. They all made me feel at ease while doing the tests.

AUGUST COMMENTS

- Imaging "all went well quick and I was happy"
- Imaging Sat and waited for a long time before being seen even after registering.
- Imaging A pleasant experience, no problems.
- Imaging I just really don't care for these surveys, so improvements for me would be to not be bothered with the survey ever again.
- Imaging Quick and easy. Friendly staff.
- Imaging I felt uncomfortable that the Xray technician took my daughter to the Xray room without me. I would have liked to be invited along or explained what they were going to do.
- Imaging Went very well
- Imaging Make sure breaks are on beds. I went to sit on the bed for my ultrasound, and the bed moved backwards and I almost ended up on the floor.
- Imaging I was not told I had labs I had to have done before the CT scan. I was surprised that I could have the CT scan done in my own clothing and not in a hospital gown.
- Imaging Christie is wonderful. Give her a big raise.
- Imaging Christie Anderson, the ultrasound tech was great!! She explained everything completely!! Very pleasant and great bedside manner!! The hospital is lucky to have her on their staff!!
- Lab Very friendly, in and out about 10 minutes.
- Lab I would come back, but I live a long way. It's just too far away. My business had a contact with that clinic to do my test. Thank you.
- Lab Dr. Tabor is an amazing doctor. He gives personal care, he's professional, and he gets results when you need it and he cares. Thanks. Bye.
- Lab The lady phlebotomist did a great job and I only had one poke and she got it the first time which rarely happens with me. She did a great job.
- Lab Everyone kind from checking in to check out
- Lab I came in, excuse me, I'm a diabetic and they were going to test my C-peptide and my glucose sugar and I wanted the results for the sugar right there so I could calibrate my Dexcom G7 and they wouldn't give it to me because I have to fill out some form and then I have to wait. Well, by waiting or whatever, it does not give me the accurate, because my blood sugar is going to change or whatever because of the Dexcom or whatever so I find that it's my results, it don't have nothing to do with HIPAA or whatever or anybody else, it's my results, I want to know what the heck they are on the spot.

AUGUST COMMENTS

Lab	This was the best blood draw I have had. I am terrible with this as I have become light headed in the past. I didn't hardly feel the needle at all and the blood was collected very quickly. Kudos to the lab tech.
Lab	They were very nice and made you feel comfortable .
Lab	Staff did not introduce themselves or tell me what they were drawing blood for. They pulled blood from the PICC line for a Vanco trough, which I understand should not be done due to the inaccurate value it may give. Staff was friendly and professional otherwise.
Lab	So I went to Wyndham Family Medical. I didn't even see or talk to any lab people. So I was not able to answer any of the questions concerning the lab because I never saw the lab. Okay, bye.
Nursing-Inpatient	I hate the Dr. on the iPad - hard to understand and feel very impersonable
Nursing-Inpatient	When getting ready to leave one nurse got everything that need to go home w/ me. Out - 2 leg ice wraps. Next nurse looked at them + put one back. I went home one ice leg wrap short + 4 ice packs short.
Nursing-Inpatient	These nurses and all staff were amazing.
Nursing-Inpatient	I am answering this for my mom who is 91; I have POA. Our experience at Windom was excellent. Doctors + nurses were consistently there to help.
Outpatient	what I expected-fine
Outpatient	I'll be back!
Outpatient	No problems
Outpatient	nice people
PT, OT, ST	I'm anxious to return to my full mobility again with Joel's help.
PT, OT, ST	Very good excellent doctor.

Windom Area Health Auxiliary Minutes August 12, 2024

The Windom Area Hospital Auxiliary held their monthly meeting Monday, August 12, 2024, at 6:00 p.m.

President Mary Klosterbuer welcomed everyone to the meeting with 23 in attendance. The Auxiliary Prayer and the Pledge of Allegiance were recited by all.

Agenda: M/S Jackie Turner/Karla Taber to approve the agenda as presented. Motion carried.

Recording Secretary's Report: Marlene Smith, Recording Secretary

- M/S Gerri Burmeister/Karen Skarphol to approve the minutes as presented. Motion carried.

Treasurer's Report: Gerri Burmeister, Treasurer

- Balance on hand July 31, 2004, was \$5,270.62. M/S Connie McCarthy/Karla Taber to approve the Treasurer's report as presented. Motion carried.
- Audit committee reported the audit is complete and the books are in excellent order.
 - Balance on hand May 1, 2023: \$ 4,733.92
 - Total receipts for FY24: \$17,904.51
 - Total expenses for FY24: \$17,720.64
 - Balance on hand April 30, 2024:\$ 4,917.79

Corresponding Secretary: Betty Olson

- A sympathy card was sent in June to Jan Fossing. Let me know if you know of someone that should receive a card.

MAHV Report:

- The MAHV website address is <https://mahv.org> (Member code is mahv2024)
- There will be a Power of Connection Zoom meeting on September 11th.

WAH Update: Katie Greener

- The construction of the medical office building is on schedule.
- The WAH Foundation Golf Tournament will be on August 23rd. Proceeds will go to the Mental Health Fund.
- WAH has received good comments about care received at WAH. They want to raise the score even more.
- WAH has received many positive comments about our volunteers who are appreciated.
- Auxiliary members have reported 962 volunteer hours so far in 2024.
- The hospital started a monthly drawing for a \$25 gift card from Duffy's for patient volunteers.
- The Shuttle Bug needs repair so is out of commission.
- Request from Katie that patient volunteers water "Carolyn's garden" and the plants out front.

Unfinished Business:

- Chamber Raffle Tickets
 1. 617 tickets were sold at the Cottonwood County Fair, a record number.
 2. Volunteers to sell tickets by the cafeteria this week:
 - a. Tuesday 11:30 to 1:00 Brenda Renczykowski & Marlene Smith
 - b. Wednesday 11:30 to 1:00 Jackie Turner & Karen Skarphol
 3. Members who haven't turned in their tickets will be called.
 4. All tickets and money are to be returned to Gerri Burmeister or Mary Klosterbuer by August 20th.

5. Drawing is on August 27th on KDOM Kaleidoscope.

New Business

- Membership renewals at the fair
 1. Char Satter
 2. Monica Mueller
 3. Fran Swenson
- Pecan sales co-chairs: Marlene Smith & Kitty Hansen

Hostesses

- August – Helen Evers & Kay Evers
- September – Gerri Burmeister & Karen Skarphol
- October – Karla Taber & Pat Lenz

Coming Events

- Tuesday, August 27, 2024 - Chamber Raffle Drawing on KDOM Kaleidoscope
- Monday, September 9, 2024 – Next meeting
- Wednesday September 11, 2024 - MAHV Zoom webinar
- October 5, 2024 - Pecan sales begin

The meeting was adjourned at 6:46 p.m.

Marlene Smith
Recording Secretary



Foundation

FOUNDATION BOARD OF DIRECTORS MEETING

TUESDAY, SEPTEMBER 24, 2024 | 5:00 PM | LCR

*** Indicates items needing a motion*

MISSION STATEMENT

Together with Windom Area Health, our mission is to promote exceptional quality care and wellbeing for rural communities in southwest Minnesota.

AGENDA

- | | | |
|-------|---|--|
| I. | CALL WAH FOUNDATION MEETING TO ORDER | <i>Greg Scheitel</i> |
| II. | **APPROVAL OF AGENDA | <i>Greg Scheitel</i> |
| III. | **FOUNDATION MEETING MINUTES
– Approve minutes from regular meeting on August 27, 2024 | <i>Greg Scheitel</i> |
| IV. | **FINANCIAL STATEMENT
– Approve fund balances and August expense report | <i>Katie Greener</i> |
| V. | OLD BUSINESS
– Senior Team Update
– Strategic Plan Progress
– Mental Health Fund Solicitation letter
– Mental Health Roundtable -- Debrief
– Fundraising event in 2025
– **Finalize Women’s Health Fund Policy | <i>Shelby Medina</i>
<i>Katie Greener</i>
<i>Katie Greener</i>
<i>Katie Greener</i>
<i>Katie Greener</i>
<i>Katie Greener</i> |
| VI. | NEW BUSINESS
– October 3 rd , Employee Recognition Night
– Runnings Ladies Night Out – Oct 9th
– Giving Tree 2024
– Remick Foundation support letter
– Volunteer Hours | <i>Brady Kerkman</i>
<i>Katie Greener</i>
<i>Katie Greener</i>
<i>Katie Greener</i>
<i>Katie Greener</i> |
| VII. | NEXT MEETING DATE/TIME – October 22, 2024 | |
| VIII. | **MEETING ADJOURNED | <i>Greg Scheitel</i> |

**WINDOM AREA HEALTH FOUNDATION
FOUNDATION BOARD MEETING MINUTES
AUGUST 27, 2024, AT 5:00 P.M. IN LCR**

Attending: Greg Scheitel, Jay Grandprey, Dan Ortmann, Kay Gross, Terry Tegels, Robin Rahn, Claudia Lopez, Katie Greener/Director of Foundation & Auxiliary, Brady Kerkman/Executive Director of Business Development & Marketing

Others: John Peyerl/FYO

Absent:

Recorder: Katie Greener/Director of Foundation & Auxiliary

MISSION STATEMENT

Together with Windom Area Health, our mission is to promote exceptional quality care and wellbeing for rural communities in southwest Minnesota.

CALL TO ORDER

WAH Foundation Chair, Greg Scheitel, called the meeting to order at 5:01 p.m.

FOUNDATION AGENDA

M/S/C UNANIMOUSLY TO APPROVE THE AUGUST 27, 2024 FOUNDATION AGENDA AS PRESENTED (KG/TT).

FOUNDATION MINUTES

M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE JULY 23, 2024 REGULAR MEETING AS PRESENTED (DO/KG).

FINANCIAL STATEMENT

The July 2024 Windom Area Health Foundation financial statements were reviewed and approved as presented. M/S/C UNANIMOUSLY TO APPROVE THE FINANCIAL STATEMENT AS PRESENTED (DO/TT).

OLD BUSINESS

Strategic Plan Progress

Katie shared general strategic plan progress. We have raised \$15,775.34 to-date in FY25, putting us at 10.5% of our \$150,000 goal; we have raised \$23,284 in the calendar year.

Golf Tournament Recap

The Golf Tournament was a success on August 23rd. The group reviewed the final budget numbers: event raised \$8,737 in gross revenue, \$6,220.71 after expenses, and \$2,645.23 after staff time calculation. Brady commended the group for strong board member involvement. The group discussed that August seemed to be a better time of the summer to host an event.

Mental Health Fund Solicitation Letter

Katie sent out a mass mailer to approximately 230 recipients in our area. Our goal is to raise \$20,000 through this campaign. Katie is looking into applying for a Remick Foundation grant for the Mental Health Fund.

Mental Health Roundtable Discussion

On September 11 from 12-10pm, we will host a Roundtable Discussion about the new Mental Health Fund at the historical society. Katie sent out invites to approximately 100 people. A turnout of 20-30 people is desired. Katie is working with marketing to coordinate the details. The event will inform stakeholders of the new fund and generate discussion on potential projects.

NEW BUSINESS

Senior Team Update

John Peyerl, CFO, shared about the financial position of WAH. Of note, we have only borrowed \$50,000 for the Medical Building project; the rest has been from cash reserves of which WAH committed \$10 million in cash. John shared that new surgeon Dr. Kamlitz will be coming here from Fairmont. WAH is working on a potential new outreach clinic site, and we are interviewing for urologist to expand urology offerings here, as we are in a regional urology "desert." The hyperbaric chambers will be returning later this fall. A member from Senior Team will be at our next meetings, and then quarterly.

**Employee Crisis Fund Applicants

The group reviewed two anonymous WAH employee applications for the Employee Crisis Fund. One individual experienced damage from the flood, the other had an unexpected death in their family.

Individuals experienced flooding in their home that destroyed their basements and appliances, not covered by insurance. They each requested \$1,000 to offset these unexpected damage expenses. Katie will coordinate award payouts before September 1st, when the fund switches over to the Employee Focus Group.

M/S/C UNANIMOUSLY TO APPROVE UP TO \$1,000 FOR APPLICANT #3 FOR HOLT'S CLEANING BILL, AND ANY LEFTOVER FUNDS TO BE APPLIED TO HOME DEPOT GIFT CARDS (GS/KG).

M/S/C UNANIMOUSLY TO APPROVE UP TO \$1,000 FOR APPLICANT #4 FOR PAYMENT TO A THIRD-PARTY SUCH AS THE MORTGAGE BILL OR FUNERAL HOME FOR FUNERAL EXPENSES (KG/RR).

990 Update

The FY24 Foundation 990 is almost ready for approval and signatures. Katie will email the Board for electronic review and obtain relevant physical signatures.

Heritage Club – Giving levels Discussion

Brady explained the revised giving level categories. Revisions drop donations below \$5,000 and raise the maximum recognition threshold to \$100,000+. The group agreed to start with these revised categories, meanwhile still recognize donors even if they do not meet the Heritage Club thresholds. Katie and Brady will work on revised names to each category.

Fundraising event in 2025

Tabled until the next meeting.

Volunteer Hours

Board members added their hours to the spreadsheet.

The next Foundation Board Meeting will be held on September 24, 2024 in the Windom Area Health LCR.

The Windom Area Health Foundation meeting was concluded by Vice-Chairperson, Terry Tegels. M/S/C UNANIMOUSLY TO ADJOURN THE FOUNDATION MEETING (KG/DO).

KAY GROSS
WAH Foundation Secretary