



WINDOM AREA HEALTH

Mission Statement:

DEDICATED TO HEALTH

GOVERNING BOARD OF DIRECTORS MEETING BOOKLET



Monday, December 23, 2024

Windom Area Health Governing Board of Directors Meeting AGENDA

Purpose: Provide governance for Windom Area Health

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

Members:
All Windom Area Health Governing Board Members

Present:
Absent:
Others:

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 November 25, 2024 	Dr. Michael Fisher
Board Education	<ul style="list-style-type: none"> No Education 	
WAH Policy Review	Review & approve the following policy(ies): <i>(Board Motion)</i> <ul style="list-style-type: none"> Performance Improvement / Risk Management 	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 John Peyerl Emily Masters

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
Chief Medical Officer	Organizational updates	Dr. Blue

Administration	<ul style="list-style-type: none"> Review 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 November 19, 2024 are included in the Board book. WAH Foundation Board met on December 17, 2024 WAH Foundation update on happenings 	Dr. Michael Fisher Terry Tegels
WAH Auxiliary	<ul style="list-style-type: none"> No December meeting 	Dr. Michael Fisher
OLD & NEW BUSINESS		
Old Business	Old Business	Dr. Michael Fisher
New Business	New Business	Dr. Michael Fisher
CONCLUSION		
	Conclude WAH Governing Board meeting Tour of Business Office	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, November 25, 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, Monica Huber, Shelby Medina, John Peyerl, Emily Masters, Kay Gross, Julie Brugman
Absent:
Others: Dr. Buhler/Medical Staff President, Dave Rogers, Steve Nasby, Marv Grunig

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 October 28, 2024 (Ortmann/Tegels)	Dr. Michael Fisher
Board Education	No Education	
WAH Policy Review	M/S/C Unanimously, upon recommendation for the WAH Governing Board to approve the following policy: <ul style="list-style-type: none"> No policies to review 	

COMMITTEE REPORTS

Professional Practice Quality Planning Committee	<p>The WAH Medical Staff reviewed and approved the 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/Frederickson)</p> <p>APPOINTMENTS: Kendra Kamlitz, M.D. General Surgery Active Staff</p> <p>REAPPOINTMENTS: Paul Carpenter, M.D. Cardiology Consulting Beth Contreras, RN Cardiovascular (Pham) Allied Health Professionals Jennifer Cousins, PA-C Orthopedic (Botker) Allied Health Professionals Michael Hibbard, M.D. Cardiology Consulting George Hirschboeck, CRNA Anesthesia Allied Health Professionals Katie Houser, CST Surgical Tech (Sightpath) Allied Health Professionals Richard Lowry, OPA-C Orthopedic (Botker) Allied Health Professionals Jeremy Scott, M.D. Cardiology Consulting Kari Wetenkirchner, CNP Cardiovascular (Petrasko) Allied Health Professionals</p> <p>ADDITIONAL PRIVILEGE REQUESTS: Tabitha Bosire, FNP Family Medicine Allied Health Professional</p> <p>AVEL ECARE APPOINTMENTS: VRAD APPOINTMENTS: VRAD REAPPOINTMENTS: Karen Caldemeyer, M.D. Teleradiology Telemedicine Joshua Morais, M.D. Teleradiology Telemedicine</p>	Dr. Blue Dr. Buhler
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	<p><u>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</u> Charlotte Rogers, M.D. Burn Care Telemedicine</p> <p><u>RESIGNATIONS:</u> Lacee Feltman, PMHNP Behavioral Health (Pavlis) Allied Health Professional Pauravi Rana, M.D. Telemedicine (Amwell)</p> <p>Review of the Strategic Plan: Our hospitalist program, along with the recruitment of new providers, will enable us to offer in-person support on weekends and telehealth services during off-hours. We have successfully renegotiated our agreement with the ED partnership. Additionally, we are excited about the business development with the opening of Lakefield Clinic. Once hyperbaric chamber is back in service, we will focus toward other initiatives in addition to our wound care services.</p> <p>Outreach growth:</p> <ul style="list-style-type: none"> o Dr. Kamlitz, General Surgeon, will begin on 12/2/24 o Dr. Stormont, Urologist, is set to start on 12/9/24 o Ashley Hanson, CRNA, will join as a contracted employee for WAH on 1/1/25 o Jennifer Kreig, Orthopedic PA, is scheduled to start on 2/3/25 	
<p>Finance – Personnel – Labor Relations – Building/Grounds Committee</p>	<p>M/S/C unanimously to recommend approval to send 92 patient accounts totaling \$113,086.22 to AAA Collections, recommend approval for following Financial Assistance patient accounts: (Ortmann/Schmit)</p> <ul style="list-style-type: none"> • Financial Assistance accounts approved for write-off amount to \$19,513.50 • FY2025 Year-to-Date, Financial Assistance approvals amount to \$102,857.97 on a budget of \$125,000. <p>M/S/C Unanimously to approve the following resignation/terminations: (Schmit/Frederickson)</p> <ul style="list-style-type: none"> • Resignations: 1 RN, 1 Mental Health Therapist • Retirement: 1 HIM • No terminations <p>M/S/C unanimously to approve \$45,000 budget for Urodynamic equipment and training as presented: (Schmit/Fisher)</p> <p>Urodynamics equipment shows potential of a quick return on investment. Specialized nursing staff will be needed, with referrals from Lori Fett and Dr. Hinshaw. This equipment is necessary for basic urology procedures in both female OBGYN care and male patients, aligning with our mission.</p>	<p>John Peyerl Emily Masters</p>
<p>OTHER REPORTS</p>		
<p>Statistical & Financial Performance Reports</p>	<p>M/S/C unanimously to approve the Statistical and Financial Performance Report as presented: (Fisher/Gross)</p> <p>Net income from operations was -\$26,056, below the breakeven budget. Net operating revenue increased by \$311,677 compared to last October. October operating income was -1.01%, while the year-to-date operating income is 2.77%, surpassing the budget of -0.60%.</p> <p>Highlights:</p> <ul style="list-style-type: none"> • Inpatient activity was lower than budget expectations, with acute admissions down 6 from last month. • Outpatient revenue was slightly above budget, accounting for 84% of gross revenues. • Imaging procedures exceeded the budget by 156, totaling 906 compared to a budget of 750; last 	<p>John Peyerl</p>

	<p>October had 626 procedures.</p> <ul style="list-style-type: none"> Laboratory tests also surpassed expectations, with 10,407 in October versus an average of 10,370 and up 1,155 from last October. 85 surgical procedures were performed in October, exceeding the budget by 13 and last October's numbers; included 5 joint replacements and 2 robotic cases. Rehab Therapy conducted 1,835 modalities, which was 132 less than last October and 90 below the budget of 1,925. Contractual adjustments were 54.08% for the month, higher than the budgeted 48.51%. 	
Capital Acquisition Activity	No capital asset acquisitions in October.	John Peyerl
Educational Assistance Applications	M/S/C unanimously to approve the Educational Assistance Application as presented: There were no EA applications in October.	Emily Masters
New / Department Transfer Employees	New hires 1 - HUC 1 - NP There were no departmental transfers to report.	Emily Masters
Patient Concern Reports	Patient Concern Reports were reviewed and addressed.	Dr. Buhler
Patient Safety Reports	No incidents to report.	Dr. Buhler
Chief Medical Officer	Focusing on onboarding new providers to ensure they receive the necessary support while meeting our expectations.	Dr. Dan Blue
Administration	M/S/C unanimously to approve committee meeting reports as presented (Fisher/Gross) Shelby shared she was honored to be invited as a panel speaker at Becker's Healthcare in Chicago. The event was a good networking opportunity and offered an insight on what is happening across other facilities. While most share similar goals, it was interesting to see the different focal points based on geography. It is comforting knowing that we are on the right path.	Senior Management Team
City of Windom	Grunig reported working with MnDOT for the 2025 traffic signal replacement and highway restructuring - it seems more of our concerns are being heard. An independent study was conducted on the possibility of removing the 10th Street stoplight and they're exploring the potential for a roundabout. Nasby reported final budget meeting has been scheduled. Jayesun Sherman will replace Marv Grunig as council member and Hilary Mathis will replace Dominic Jones as Mayor. I have requested the newly elected mayor to consider a board member and to connect with Shelby.	Steve Nasby Marv Grunig
Sanford Health Network	<ul style="list-style-type: none"> FLSA changes for 2025 didn't pass Mayo Fairmont held a public hearing regarding the closure of the OB surgery and pediatric departments Dr. Taber is joining Sanford Clinic A new priority arose so Mt. Lake clinic will not receive the \$100,000 for upgrades until possibly 2026-2027. 	Dave Rogers, VP Sanford Health Network
WAH Foundation Board	<ul style="list-style-type: none"> Working on a fundraising event for next fall The Remick grant was not successful. Continue fundraising for mental health fund and the first baby of the year program Considering the addition of a treasurer to the board 	Terry Tegels

WAH Auxiliary	<ul style="list-style-type: none"> • Selling pecans • Will decorate WAH for Christmas 	Terry Tegels	
OLD & NEW BUSINESS			
Old Business	There was no old business to address.	Dr. Michael Fisher	
New Business	No new business to address.	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

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
as of December 19, 2024
WAH MISSION: “Dedicated to Health”

CHIEF EXECUTIVE OFFICER REPORT

• **Organizational Updates**

- Construction update: Metal Panels install continues on the west elevation and prepping for west elevation is underway. Fourth floor saw mirrors installed, corner guards, additional HVAC work and painting. Drywall sanding and paint prep was started on the second floor and first floor saw interior framing, electrical rough-ins, fire taping and some addition HVAC work.
- Work to convert the rooms in the 150's back to patient care rooms is underway. We anticipate having this space fully operational by the end of January.
- General WAH Updates:
 - Dr. Stormont and Dr. Kamlitz have both been onboarded into WAH and already have patients scheduled for clinics.
 - Ashley Hanson, CRNA, will start her onboarding January 1, 2025. She will work for WAH as a contracted employee. We continue to work on CRNA coverage and what that needs to look like in the very near future.
 - Jennifer Kreig, Orthopedic PA, has accepted an employment opportunity with WAH and her anticipated start date is February 3, 2025.
- WAH Senior Leadership has introduced to department leaders and staff the concept of moving WAH from Good to Great. LDI trainings have begun for departmental leaders and initial concepts are starting to roll out to front line staff. Moving the organization from Good to Great places an emphasis on focusing strategies and processes that are 'lean' methodology; emphasizes expectations of demonstrating behaviors consistent with WAH's Values; emphasis on accountability to perform; and emphasizing unity in achieving WAH's Vision. More updates to come as we progress through this culture re-alignment. The next phase will be to engage WAH's employed providers into the process.

• **MHA/Federal Updates:**

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

• **Committee Meeting Updates**

- Infection Prevention: No Update Until Jan/Feb 2025
- Pharmacy and Therapeutics: Met October 29, 2024
 - ADE: INR>5 – 2 resolved
 - BS<50 – 0
 - Delirium review – none inappropriate
 - Flu Vaccine – 150 doses ordered
 - Recalls – none; shortages discussed with plan in place
 - ASP Update: no issues or concerns with providers – 7 interventions shared
- Emergency Preparedness: No Update Until Jan/Feb 2025

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
As of December 19, 2024
WAH MISSION: "Dedicated to Health"

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was negative \$1,711 compared to a budget of \$15,000. Our net operating revenue was \$107,697 more than last November. November operating income is negative 0.06% compared to a budget percentage of 0.56%. For the year, operating income is 2.35% compared to a budget of negative 0.42%.

The volume of inpatient activity in November was lower than budget expectations. The acute admissions were three less than last month and slightly below the budgeted volume. Activity on the outpatient side produced volumes and revenues slightly below budget expectations. Eighty-seven percent of our gross revenues came from outpatient activity, which is higher than expectations. Acute admissions totaled twenty-seven. Those twenty-seven admissions produced fifty-nine inpatient days for an average daily census of 2.0. Outpatient gross revenue was \$205,545 less than budget and \$106,525 less than last November.

- Imaging procedure counts were forty-three procedures below budget. Imaging performed 717 procedures compared to a budget of 760. Last November, 747 procedures were performed.
- Laboratory volumes were less than budget expectations. Last fiscal year laboratory tests averaged about 10,140 in a given month. There were 9,719 in the month of November, which is 1,195 less than last November and 731 less than budget.
- Eighty-one surgical procedures were performed in November, which is seven more than our budgeted number of seventy-four and three more than last November. Five of those surgeries were joint replacements. There were two robotic cases in November.
- Rehab Therapy performed 1,694 modalities in November, which was 241 less than last November. That is 276 less modalities than the budgeted number of 1,950.

Contractual adjustments came in at 41.77% for the month. Contractual adjustments were budgeted at 48.04%.

Overall, expenses were on budget. Employee Benefits, Purchased Services, Other Direct Expenses, and Provision for Bad Debt were categories that came in more than budget.

**WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
AS OF DECEMBER 19, 2024
WAH MISSION: "DEDICATED TO HEALTH"**

CHIEF NURSING OFFICER REPORT

Daisy Award:

- The first Daisy Award at WAH was presented to Jared Schmit, RN, Outpatient Nursing Supervisor on Dec. 2. Please check out additional information on our website or Facebook page.

Medical/Surgical/OB/Emergency Room/:

- Three of the 4 prn APP's needed to cover hospitalist services on weekends have been hired. A fourth candidate was interviewed and a job offer is pending.
- All HUC positions are currently filled.
- Management of the higher procedural volume to include total joints and pain clinic procedures is going very smoothly.
- Work continues to rehab the space previously occupied by WFMC. The additional space is in great demand.
- Staff is getting to know Dr. Kamlitz and Dr. Stormont and understand their expectations for post op nursing care.

A multi-victim motor vehicle crash occurred on Hwy 71 on the evening of Dec. 10 resulting in 5 seriously injured patients arriving at WAH. A telegram message was sent to all nursing staff to get additional help. 17 RN's and one HUC responded immediately. Extra radiology and maintenance staff responded. Dr. Yusuf's following message says it best:

"--We are put to the test during these stressful and critical times and I am happy to say that everyone rose to the occasion. It was great to see so many nurses respond quickly and take charge of the situation and I want to thank you all.

I want to extend my gratitude to everyone that was involved including lab, radiology, ambulance service, HUC and administration.

This also provides us with an opportunity to learn, review our processes and make improvements.

My understanding is the Dr. Kamlitz was on her way home and ran into the situation. Her decision to park her car on the road side, help with stabilization of the patients on the scene and return back to the hospital with the ambulance team, takes dedication to different level and was an ultimate act of selflessness. I would have not been able to attend to that many critical/serious patients by myself and her presence was essential. I want to thank Dr. Kamlitz. We are lucky to have you! Thank you, Dr. Yusuf."

In addition to the WAH team, many local agencies and individuals provided excellent care and support. This community and region is fortunate to have them all.

MHA Safety Data for Nov, 2024:

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

**WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
as of December 19, 2024**

WAH MISSION: “*Dedicated to Health*”

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - RN
 - Wellness Intern
 - Surgical Tech
 - NP/PA –Hospitalist PRN
 - Accounting Manager/Controller
 - CNRA (employed or contract)
 - Mental Health Therapist
 - Environmental Services Tech
 - Speech Therapist – Full Time & PRN
 - Clinical Nurse Coordinator
- All employees will be issued new badges over the next several months with a new ‘look’ and focused on the WAH logo.

Community Health/Mental Health/Wellness Center

- Community sessions related to Diabetes Management will be launched in January called ‘Don’t Sugar Coat It’.
- We are holding our annual Winter Coloring Contest from December 16 – January 17th.
- A new partnership with Mt. Lake Schools will start in January. We will be holding an early morning weight training class for student athletes, taught by Makayla Grev and Devin Homer.
- Both a community and employee weight loss challenge and being held again this year, sign ups are occurring now.

Marketing/PR/Business Development

- The Lakefield Specialty Clinic location held an open house and ribbon cutting on 12/6.
- Area media interviews were done with the Citizen, LiveWire and KFMC related to Dr. Kamlitz starting. Area ads are being placed for both Drs. Kamlitz and Stormont.
- 88 letters were sent to surrounding providers introducing Dr. Stormont.
- A new billboard will be coming soon showcasing Dr. Stormont and Lori Fett, NP for Urology services.
- The Pulse has been very successful and will continue to launch each Tuesday at noon on Facebook.

Foundation/Auxiliary

- The Giving Tree program was successful again in 2024 (7th year), with 563 gifts being donated for 178 kids in the area.
- We are accepting donation for the New Year’s Baby program again.
- Brady Kerkman continue to secure a donation for naming rights to the new medical building.

Sponsorships/Donations

- Citizen Holiday Edition – 5th Grade What Christmas Means to Me - \$299.04

Committee Meetings

- **Employee Focus:** Planning for our Holiday party continues. Many December holiday events and contests were held, including an Elf Hunt, Furry Friends Photo Contest, Bingo, hot chocolate bar, and dress up days.
- **Patient & Family Advisory Committee:** Cathy Holthe and Laura Fresk joined the PFAC on 12/10. New providers/services were discussed. A tour of the new admin area occurred.
- **Safety:** No report.
- **Safe Patient Handling:** No report.



Don't Sugar Coat It!

Diabetes: Back to the Basics

Living with diabetes is challenging, let our Diabetes Education and Nutrition experts at Windom Area Health guide you in our **FREE** three class series to help you meet your diabetes goals.

All sessions held in the Large Conference Room at Windom Area Health.

Session One: Back to the Basics

Wednesday, January 8th from 10:00am-11:00am

Session Two: Balanced Nutrition for Diabetes

Wednesday, January 15th from 10:00am-11:00am

Session Three: Thriving with Diabetes - Meds and More

Wednesday, January 22nd from 10:00am-11:00am

**To get registered for these FREE sessions,
call Jenna Kuehl, RN, Diabetic Educator at 507-831-0662.**

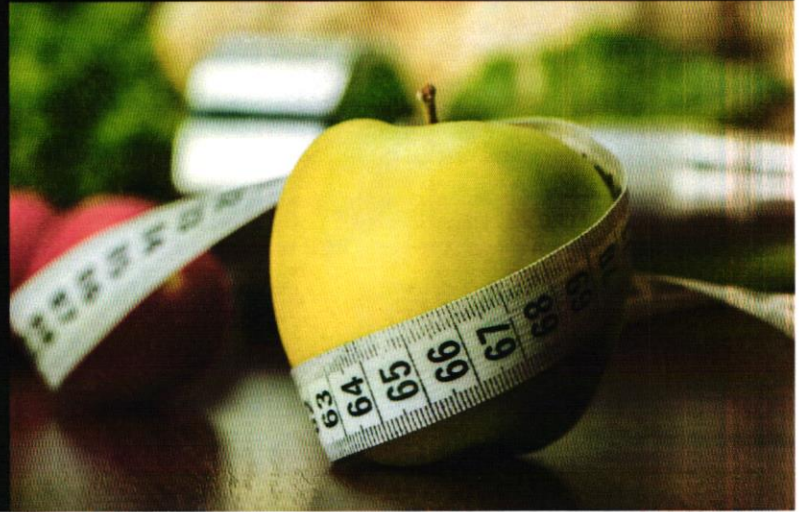
WEIGHT LOSS CHALLENGE

January 1-February 26

**SIGN-UP OPEN:
DECEMBER 1-31***

*Must register by noon on 12/31

**CALL 507-831-0672 OR
STOP IN TO SIGN UP!**



OPTION 1:

**Cost: \$75/person (plus tax)
+ \$10 Fob Activation Fee**

9 WEEKS OF:

Full Wellness Center Access
Full Access to BodyScript Scans

**Must complete 75% of weigh-ins
to be eligible for the Grand Prizes***

**Weigh-ins must be done by Wellness Center Staff*

**First and last weigh-ins on the BodyScript Scale
are required*

**Stop by the Wellness Center during Open House
Week (12/16-12/20) to get 10% off your sign-up fee!**

**Winner with the highest percentage
body fat loss announced February 28th!**

NEW!

OPTION 2:

**Cost: \$175/person (plus tax)
+ \$10 Fob Activation Fee**

9 WEEKS OF:

Full Wellness Center Access
Personal Training Sessions 2x/week
Full Access to BodyScript Scans

(Over \$400 Value!)

**GRAND
PRIZES FOR
1ST AND 2ND
PLACE
WINNERS!**

W WELLNESS CENTER

Windom Area Health

Fiscal Year 2024-2025	WINDOM AREA HEALTH												
WAH Operational & Strategic Goals	Target	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
SERVICE													
Increase optimization of DaVinci Robot (GYN & General)	4/30/2025	3 Gyn	3 Gyn	0 Gyn	2 Gyn	2 Gyn	2 Gyn	2 Gyn					
Ambulatory Net Promoter Score	83.3%	81.3% 16	80% 10	68.8% 16	100% 20	100% 17	94.1% 17	83.3% 18					
OP Net Promoter Score	80.6%	80% 15	88.9% 18	100% 23	75% 20	94.4% 18	88.9% 18	84% 25					
Emergency Dept Net Promoter Score	49.1%	41.9% 31	n/a	50% 34	23.1% 26	30.4% 23	58.1% 31	72.4% 29					
Inpatient Net Promoter Score	72.4%	n/a	n/a	n/a	n/a	n/a	n/a	n/a					
Facility Net Promoter Score	75.5%	n/a	n/a	n/a	n/a	n/a	n/a	75.4% 171					
Wound Center Overall Patient Satisfaction	>92%	97.59%	98.61%	89.64%	97.17%	94.52%	93.49%	n/a					
QUALITY													
Falls per 1000 Patient Days	0	n/a	0	n/a	n/a	n/a	6	n/a					
Patient Falls with Injuries	0	n/a	0	n/a	n/a	n/a	0	n/a					
Hand Hygiene	100%	n/a	100%	n/a	n/a	n/a	99.4%	n/a					
Patient Experience/HCAHPS Recommend	81%	n/a	80% 20	n/a	n/a	n/a	77.3% 22	n/a					
How would you rate/HCAHPS	83%	n/a	75% 20	n/a	n/a	n/a	81.8% 22	n/a					
Communication with Nurses	89%	n/a	86.7% 20	n/a	n/a	n/a	89.4% 22	n/a					
Communication with Doctors	85%	n/a	91.1% 20	n/a	n/a	n/a	85.7% 21	n/a					
Readmission within 30 days	<5%	n/a	2%	n/a	n/a	n/a	2%	n/a					
Wound Center Patient Healing Rate	>92%	97.96%	89.47%	81.67%	92.98%	76.79%	100%	96.67%					
FINANCIAL													
YTD Income (Loss) Operations to Budget	0.00%	-3.05%	1.89%	2.35%	3.81%	3.51%	2.77%	2.35%					
Days in Accts Receivable	<53	63.08	56.37	58.08	53.97	56.37	48.82	46.21					
Days Cash on Hand	>150	247	228	221	218	192	179	214					
GROWTH													
Surgeries to Budget	71	65	58	56	89	71	77	81					
Wound Center New Patients	23	30	27	39	26	25	33	34					
Wound Center Encounters	135	266	238	326	296	228	253	247					
Wound Center New Patients for HBO Treatments	10 Calendar Year	HBO n/a	HBO n/a	HBO n/a	HBO n/a	HBO n/a	HBO n/a	HBO n/a					
COMMUNITY													
WAH Hosts Events w/ Community Participation	2 Fiscal Year		Wound Center Pie/Ice Cream Celebration		Golf Tournament	Mental Health Fund Roundtable	Halloween Drive Through	Veteran's Day Health Fair/Photos					

Windom Area Health Finance | Personnel | Labor Relations | Building & Grounds Committee Meeting 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, December 23, 2024 | 4:30-5:15 pm | Large Conference Room

MEMBERS	
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

Present:
Absent:
Others:

Chairperson (or Acting Chairperson) Justin Schmit, Chairperson
Recorder: Mindy Carter, Executive Assistant

Category / Topic	Action step(s) / Updates	Leader:
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 November 25, 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		
City Council Budget Meeting Follow Up	Follow up and discuss next steps	Shelby Medina
NEW/CURRENT ITEMS		
Other		
CONCLUSION		
	Conclude Finance Personnel Labor Relations Building & Grounds Committee meeting	Justin Schmit

**Windom Area Health Finance | Personnel | Labor Relations | Building & Grounds Committee Meeting
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, November 25, 2024 4:00-4:30 pm Large Conference Room
MEMBERS:	SHELBY MEDINA, CEO	Present: Justin Schmit, Dan Ortmann, Dr. Michael Fisher, Shelby Medina, Dr. Blue, Monica Huber, John Peyerl, Emily Masters, Kay Gross, Julie Brugman Absent: Others: Dave Rogers
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 October 28, 2024, as presented (Ortmann/Gross).	Justin Schmit
Collections & Financial Assistance	M/S/C unanimously to recommend approval to send 92 patient accounts totaling \$113,086.22 to AAA Collections, recommend approval for following Financial Assistance patient accounts: (Schmit/Gross) <ul style="list-style-type: none"> Financial Assistance write-off amount to \$19,513.50 FY2025 Year-to-Date, Financial Assistance approvals amount to \$102,857.97 on a budget of \$125,000. 	John Peyerl
Employee Resignations & Terminations	M/S/C Unanimously to approve the following resignation/terminations: (Schmit/Ortmann) <ul style="list-style-type: none"> Resignations: 1 RN, 1 Mental Health Therapist Retirement: 1 HIM No terminations 	Emily Masters

FOLLOW-UP ITEMS

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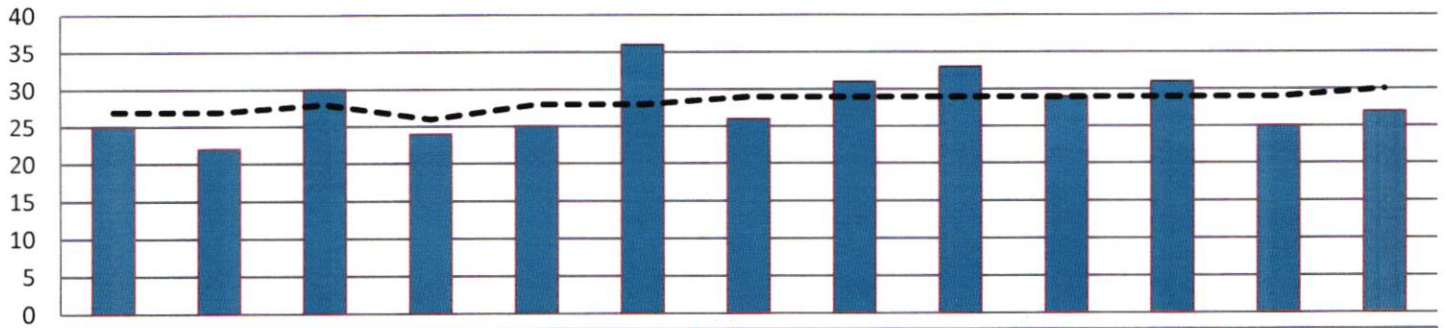
NEW | CURRENT ITEMS

WAH Future Initiatives	<p>Review of the strategic plan and current achievements. This sets the groundwork for discussions on what has been achieved and what will be presented to the board next.</p> <p>Hospitalists Program: We have three mid-level providers that will soon be available for weekend coverage and Dr. Yusuf, as the Medical Director of the program, is working on MD oversight for weekends. Tabitha has requested additional privileges to cover weekends and has a background in family practice in addition to mental health.</p> <p>ED Partnership: We have renegotiated our contract with StatUS. Our contracted providers will be in the ED, and StatUS will help supplement staff. Our contracted doctors are aligned with our initiatives, consult with our core staff, and have earned trust. This approach should help maintain the trust we have established with our patients.</p>	Shelby Medina
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	<p>Outreach/Rebranding:</p> <ul style="list-style-type: none"> • Dr. Kamlitz, General Surgeon, will begin on 12/2/24 • Dr. Stormont, Urologist, is set to start on 12/9/24 • Ashley Hanson, CRNA, will join as a contracted employee for WAH on 1/1/25 • Jennifer Kreig, Orthopedic PA, is scheduled to start on 2/3/25 <p>The Pulse is a brief social media advertisement aimed at spreading awareness.</p> <p>Once we achieve these goals, we can look at the restructure of the inpatient area to accommodate the anticipated growth and we should consider how another operating room could support us.</p> <p>We are conducting all staff initiative to transition from good to great. We are applying healthy pressure on our staff, holding groups accountable and making sure that everyone understands that no single position holds more importance than another. A low level of quality and trust is difficult to rebuild. We must provide our team with the opportunities and tools they need for improvement. However, if we do not observe progress, changes may be necessary.</p>	
Other	<p>M/S/C unanimously to recommend approval of \$45,000 for Urodynamic equipment and training: (Gross/Ortmann)</p> <p>Investing in Urodynamics equipment would give a significant return with a short-term ROI. We will require specialized nursing staff, and both Lori Fett and Dr. Hinshaw have patients they can refer. These procedures are use in female OBGYN care, as well as male patients.</p> <p>This equipment is necessary for basic urology procedures, aligning with our mission.</p>	John Peyerl
CONCLUSION		
	Chairperson, Justin Schmit, concluded the Finance Personnel Labor Relations Building & Grounds Committee meeting.	Justin Schmit

ADMISSIONS

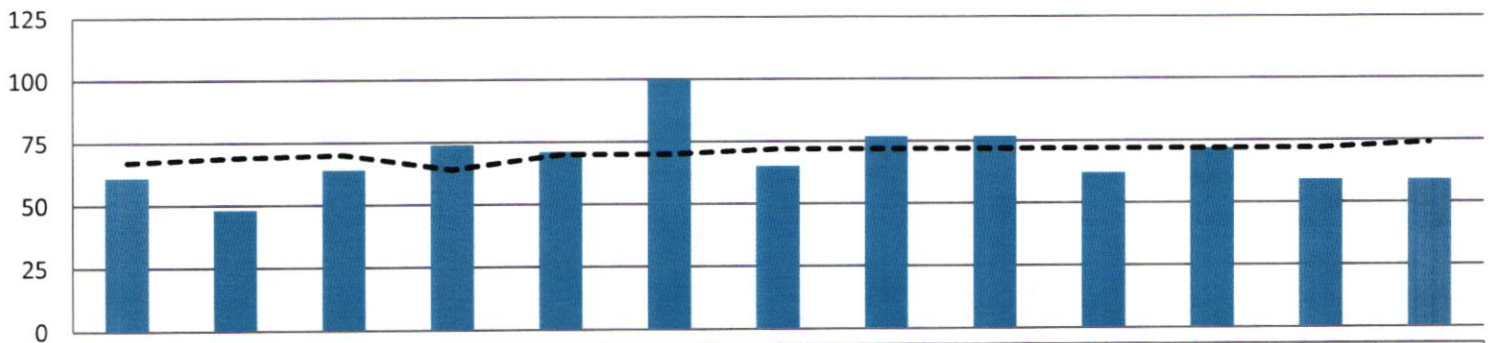
Admissions Budget



	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24
Admissions	25	22	30	24	25	36	26	31	33	29	31	25	27
Budget	27	27	28	26	28	28	29	29	29	29	29	29	30

PATIENT DAYS

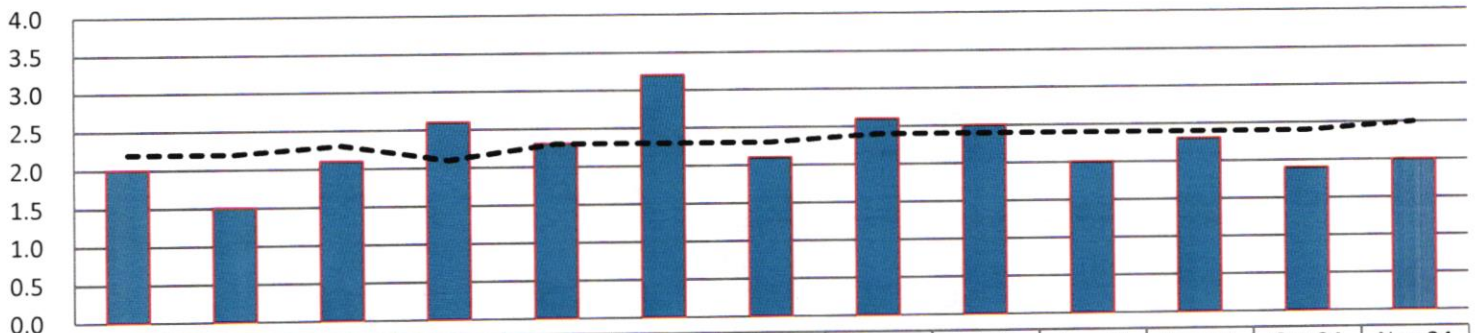
Pt Days Budget



	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24
Pt Days	61	48	64	74	71	100	65	77	77	62	72	59	59
Budget	67	69	70	64	70	70	72	72	72	72	72	72	74

AVERAGE PATIENTS PER DAY

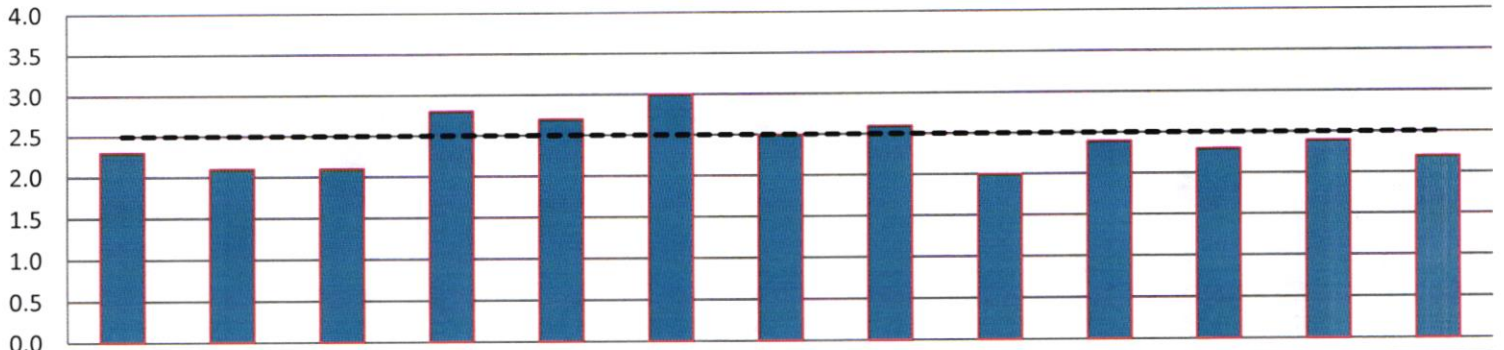
Avg Pt/Day Budget



	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24
Avg Pt/Day	2.0	1.5	2.1	2.6	2.3	3.2	2.1	2.6	2.5	2.0	2.3	1.9	2.0
Budget	2.2	2.2	2.3	2.1	2.3	2.3	2.3	2.4	2.4	2.4	2.4	2.4	2.5

AVERAGE LENGTH OF STAY

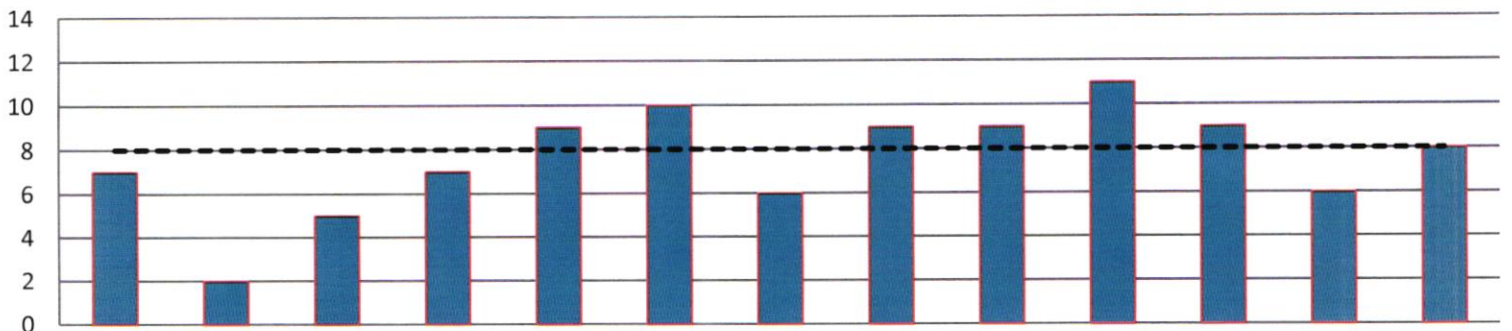
Avg Stay Budget



	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24
Avg Stay	2.3	2.1	2.1	2.8	2.7	3.0	2.5	2.6	2.0	2.4	2.3	2.4	2.2
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

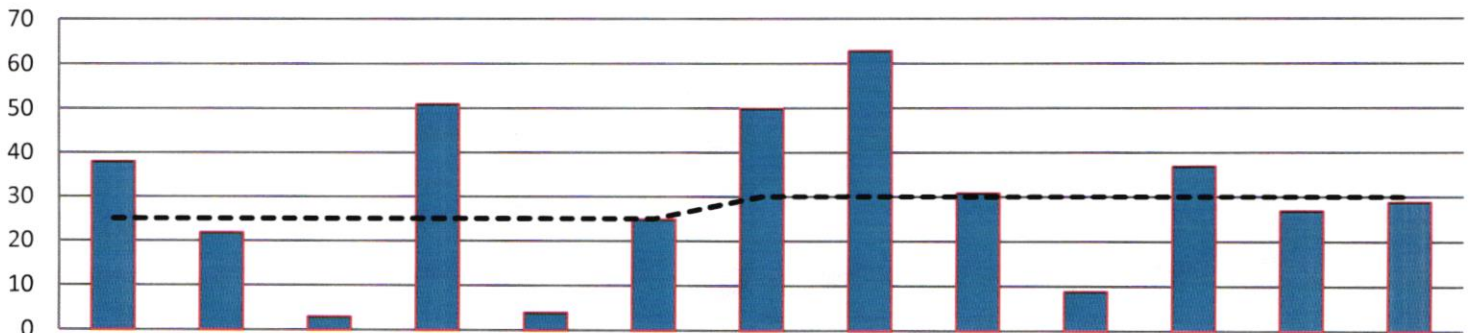
Births Budget



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

SWING BED DAYS

Swing Bed Days Budget



	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24
Swing Bed Days	38	22	3	51	4	25	50	63	31	9	37	27	29
Budget	25	25	25	25	25	25	30	30	30	30	30	30	30

WINDOM AREA HEALTH
INCOME STATEMENT

	11/30/2024	Revenue		Revenue		Revenue		Revenue		November	\$ Change	% Change
	11/30/2024	Comparison	Budget 2025	Comparison	Y-T-D FY2025	Comparison	Budget 2025	Comparison	Y-T-D FY2024		From Last Year	From Last Year
PATIENT REVENUE												
Inpatient Revenue	\$577,502	12.43%	\$825,000	16.18%	\$5,669,689	16.06%	\$5,475,000	16.19%	\$5,987,711		(\$318,022)	-5.3%
Outpatient Revenue	\$4,069,455	87.57%	\$4,275,000	83.82%	\$29,624,586	83.94%	\$28,350,000	83.81%	\$25,795,548		\$3,829,038	14.8%
Total Patient Revenue	\$4,646,957	100.00%	\$5,100,000	100.00%	\$35,294,275	100.00%	\$33,825,000	100.00%	\$31,783,259		\$3,511,016	11.0%
Contractual Adjustments	\$1,940,935	41.77%	\$2,450,000	48.04%	\$17,047,511	48.30%	\$16,600,000	49.08%	\$15,768,117		\$1,279,394	8.1%
Other Income	\$18,107	0.39%	\$25,000	0.49%	\$157,874	0.45%	\$175,000	0.52%	\$171,077		(\$13,203)	-7.7%
NET OPERATING REVENUE	\$2,724,129	100.00%	\$2,675,000	100.00%	\$18,404,638	100.00%	\$17,400,000	100.00%	\$16,186,219		\$2,218,419	13.7%
EXPENSE												
Employee Salaries	\$1,066,934	39.17%	\$1,110,000	41.50%	\$7,050,371	38.31%	\$7,200,000	41.38%	\$5,829,118		\$1,221,253	21.0%
Employee Benefits	\$384,893	14.13%	\$315,000	11.78%	\$2,206,189	11.99%	\$2,112,000	12.14%	\$1,808,432		\$397,757	22.0%
Pharmaceuticals	\$103,994	3.82%	\$120,000	4.49%	\$984,724	5.35%	\$755,000	4.34%	\$802,994		\$181,730	22.6%
Supplies	\$178,606	6.56%	\$195,000	7.29%	\$1,253,104	6.81%	\$1,320,000	7.59%	\$1,257,691		(\$4,587)	-0.4%
Rents & Utilities	\$16,052	0.59%	\$35,000	1.31%	\$203,051	1.10%	\$233,500	1.34%	\$232,906		(\$29,855)	-12.8%
Purchased Services	\$576,035	21.15%	\$535,000	20.00%	\$3,755,947	20.41%	\$3,475,000	19.97%	\$4,060,442		(\$304,495)	-7.5%
Other Direct Expenses	\$157,319	5.78%	\$145,000	5.42%	\$961,312	5.22%	\$962,500	5.53%	\$892,596		\$68,716	7.7%
Provision for Bad Debts	\$107,437	3.94%	\$55,000	2.06%	\$589,737	3.20%	\$385,000	2.21%	\$419,150		\$170,587	40.7%
Depreciation	\$123,681	4.54%	\$135,000	5.05%	\$888,756	4.83%	\$925,000	5.32%	\$917,548		(\$28,792)	-3.1%
Interest Expense	\$10,889	0.40%	\$15,000	0.56%	\$79,316	0.43%	\$105,000	0.60%	\$84,524		(\$5,208)	-6.2%
Total Operating Expense	\$2,725,840	100.06%	\$2,660,000	99.44%	\$17,972,507	97.65%	\$17,473,000	100.42%	\$16,305,401		\$1,667,106	10.2%
Income (loss) From Operations	(\$1,711)	-0.06%	\$15,000	0.56%	\$432,131	2.35%	(\$73,000)	-0.42%	(\$119,182)		\$551,313	
Investment Income	\$55,573	2.04%	\$30,000	1.12%	\$402,307	2.19%	\$260,000	1.49%	\$374,315		\$27,992	
Other Revenue/(Expenses)	\$18,287	0.67%	\$5,000	0.19%	\$134,063	0.73%	\$35,000	0.20%	\$35,250		\$98,813	
Non Operating Rev/Exp	\$73,860	2.71%	\$35,000	1.31%	\$536,370	2.91%	\$295,000	1.70%	\$409,565		\$126,805	
Increase in Net Assets	\$72,149	2.65%	\$50,000	1.87%	\$968,501	5.26%	\$222,000	1.28%	\$290,383		\$678,118	

WINDOM AREA HEALTH
 FY 2025
 CAPITAL ASSET ACQUISITIONS

Yrs Dep	Capital Asset	Vendor	Asset class	May	June	July	August	September	October
	Door Access Control (8 Doors)	Midwest Alarm/Lucan Comm TV	Maj Mov			31,669			
	IV Pumps	CareFusion/BD	Maj Mov			150,170			
	PageWriter TC70 Cardiograph	Philips	Maj Mov			11,324			
	IBF 105-GX Freezer Blood/Plasma	Helmer Inc	Maj Mov			6,904			
	PhysioMax Total Body Exerciser	Push Pedal Pull	Maj Mov			5,504			
	Ascend BodyScript Body Comp Analyzer	Johnson Fitness & Wellness	Maj Mov			7,966			
	Total			-	-	213,538	-	-	-

Yrs Dep	Capital Asset	Vendor	Asset class	November
	GE Case V6.7 Premium Stress System with Treadmill	GE Healthcare	Maj Mov	25,745
	PhysioMax Total Body Exerciser	Push Pedal Pull	Maj Mov	5,484
	MicroScamn autoSCAN 4 System	Beckman Coulter	Maj Mov	26,450
	OB Carts (3) w/Electronic Lock	Amico Patient Care	Maj Mov	11,820
	Powerlift Beach Chair for Total Shoulder Replacement	Steris Corp	Maj Mov	6,549
	AMSCO 600 Vac Elec SD (Surgery Sterilizer)	Steris Corp	Maj Mov	142,518
	Reverse Osmosis System 4800 GPD Capacity (for Sterilizer)	Innovational Water Solutions	Maj Mov	34,556
	Microscope	Evident	Maj Mov	7,863
	Symphion 6.3 Hyster & MC0675	Minerva Surgical	Maj Mov	33,180
	Vizient Anes Tier 3 (Anesthesia Machine)	Drager	Maj Mov	85,496
	Total			379,662

Total YTD Capital Acquisitions 593,199

Windom Area Health Professional Practice | Quality & Planning Committee Meeting 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, December 23, 2024 4:00-4:30 pm Large Conference Room	
MEMBERS:	SHELBY MEDINA, CEO	Present: Absent: Others:	
TERRY TEGELS, CHAIRPERSON	DR. DAN BLUE, CMO		
RICK FREDERICKSON, TRUSTEE	MONICA HUBER, CNO		
OPEN, TRUSTEE	JOHN PEYERL, CFO		
DR. MICHAEL FISHER, EX-OFFICIO	EMILY MASTERS, CHRO		
JULIE BRUGMAN, MT. LAKE ADVISORY MEMBER			
Chairperson (or Acting Chairperson)		Terry Tegels, Chairperson	
Recorder:		Mindy Carter, Executive Assistant	

Category / Topic	Action step(s) / Updates	Leader:	
STANDING ITEMS			
Call to Order	Call Professional Practice Quality & Planning Committee meeting to order at 4:00 pm by Chairperson	Terry Tegels	
Minutes	Approve minutes from the regular Committee meeting of November 25, 2024 (<i>Committee Motion</i>)	Terry Tegels	
FOLLOW-UP ITEMS			
Medical Staff Credentialing & Medical Staff Meeting Update	<ul style="list-style-type: none"> Review medical staff credentialing, upon recommendation from WAH Medical Staff Report on business addressed at WAH Medical Staff meeting 	Dr. Buhler Dr. Blue	
NEW/CURRENT ITEMS			
Provider Onboarding Progress	Update on progress	Shelby Medina	
<i>Other</i>			
CONCLUSION			
	Conclude Professional Practice Quality & Planning Committee meeting	Terry Tegels	

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, November 25, 2024 | 4:00-4:30 pm | Large Conference Room

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

Present: Terry Tegels, Rick Frederickson, Dr. Michael Fisher, Shelby Medina, Dr. Dan Blue, John Peyerl, Emily Masters, Monica Huber, Julie Brugman

Absent:

Others: Dave Rogers, VP Sanford Health Network

Chairperson (or Acting Chairperson) Terry Tegels, Acting Chairperson

Recorder: Mindy Carter, Executive Assistant

Category / Topic	Action step(s) / Updates	Leader:
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 October 28, 2024, as presented (Frederickson/Brugman).	Terry Tegels
FOLLOW-UP ITEMS		

Medical Staff Credentialing	<p>Review medical staff credentialing, upon recommendation from WAH Medical Staff:</p> <p>APPOINTMENTS: Kendra Kamlitz, M.D. General Surgery Active Staff</p> <p>REAPPOINTMENTS: Paul Carpenter, M.D. Cardiology Consulting Beth Contreras, RN Cardiovascular (Pham) Allied Health Professionals Jennifer Cousins, PA-C Orthopedic (Botker) Allied Health Professionals Michael Hibbard, M.D. Cardiology Consulting George Hirschboeck, CRNA Anesthesia Allied Health Professionals</p> <p>Medical Staff Meeting Update Katie Houser, CST Surgical Tech (Sightpath) Allied Health Professionals Richard Lowry, OPA-C Orthopedic (Botker) Allied Health Professionals Jeremy Scott, M.D. Cardiology Consulting Kari Wetenkirchner, CNP Cardiovascular (Petrasko) Allied Health Professionals</p> <p>ADDITIONAL PRIVILEGE REQUESTS: Tabitha Bosire, FNP Family Medicine Allied Health Professional</p> <p>AVEL ECARE APPOINTMENTS: VRAD APPOINTMENTS: VRAD REAPPOINTMENTS: Karen Caldemeyer, M.D. Teleradiology Telemedicine</p>	Dr. Blue Dr. Buhler
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	<p>Joshua Morais, M.D. Teleradiology Telemedicine</p> <p><u>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</u></p> <p>Charlotte Rogers, M.D. Burn Care Telemedicine</p> <p><u>RESIGNATIONS:</u></p> <p>Lacey Feltman, PMHNP Behavioral Health (Pavlis) Allied Health Professional</p> <p>Pauravi Rana, M.D. Telemedicine (Amwell) Telemedicine</p> <p>Medical Staff Meeting Update: The focus has primarily been on the onboarding process for Dr. Kamlitz and Dr. Stormont. We have a CRNA starting in December and an Orthopedic PA beginning in February. The Credentialing List shows that Tabitha has requested additional privileges; she has experience in family practice and is interested in covering weekends as a hospitalist. Telehealth will still be utilized in the evening, allowing for an in-person presence during the day.</p>	
WAH Strategic Plan	<p>Update on Progress</p> <ul style="list-style-type: none"> • Dr. Blue and Monica are focused on building continuity with our hospitalist program and Dr. Yusuf providing resources for the hospitalist staff. We have re-negotiated an ED partnership contract with StatUS. • Outreach Growth: <ul style="list-style-type: none"> ○ Dr. Kamlitz, General Surgeon, will begin on 12/2/24 ○ Dr. Stormont, Urologist, is set to start on 12/9/24 ○ Ashley Hanson, CRNA, will join as a contracted employee for WAH on 1/1/25 ○ Jennifer Kreig, Orthopedic PA, is scheduled to start on 2/3/25 • The medical building remains on schedule and is nearing completion. • Our enhanced marketing team is performing well and Chad, Business Analyst, has added value to our initiatives. 	Shelby Medina
NEW/CURRENT ITEMS		
Other		Shelby Medina
CONCLUSION		
	Chairperson Terry Tegels concluded the Professional Practice/Quality & Planning Committee meeting.	Terry Tegels

Statement of Confidentiality: Records, data, and knowledge, including minutes collected for and by individuals or committees, or committees assigned peer review functions, are confidential, not public records and are not available for court subpoena in accordance with Minnesota MSA 145.61-145.67.

**WINDOM AREA HEALTH
CREDENTIALING LIST**

December 23, 2024

APPOINTMENTS:

Emily Geraets PA-C	Cardiology (Clark)	Allied Health Professionals
Destinie Stapleton, CNP	Family Practice (Yusuf)	Allied Health Professionals
Gavin Stormont, M.D.	Urology	Courtesy

REAPPOINTMENTS:

Gerald Berberick, O-PAC	Orthopedic (Botker)	Allied Health Professionals
Todd Christianson, O-PAC	Orthopedic (Botker)	Allied Health Professionals
Susan Goodemote, CNP	Family Practice (Van Kley)	Allied Health Professionals
Orvar Jonsson, M.D.	Cardiology	Consulting
Jacob Raimann, CRNA	Anesthesia	Allied Health Professionals
Becki Wiese, CST	Surgical Tech (Sightpath)	Allied Health Professionals

ADDITIONAL STAFF CATEGORY AND PRIVILEGE REQUESTS:

Samuel Inkumsah, M.D.	Wound Care	Consulting
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AVEL ECARE APPOINTMENTS:

VRAD APPOINTMENTS:

VRAD REAPPOINTMENTS:

Jonathon Bold, M.D.	Teleradiology	Telemedicine
Snehal More, M.D.	Teleradiology	Telemedicine
Michael Novick, M.D.	Teleradiology	Telemedicine

SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):

Charlotte Rogers, M.D.	Burn Care	Telemedicine
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RESIGNATIONS:

Scott Baginski, M.D.	Teleradiology	Telemedicine
Timothy Klassen, CRNA	Pain	Allied Health Professionals

NOVEMBER COMMENTS

- Surgery Thankful to have Windom Hosp. And the Exceptional Staff ?????
- Surgery Dr Boetker is very good. All the nurses and personnel were very professional and caring. After surgery I needed help with getting dressed and putting my socks on. The nurses didn't make me feel bad asking for help. I would highly recommend the surgical department at Windom Area Health.
- Surgery My nurses were excellent.
- Clinic I had an I.V. and I wasn't real happy with it. They had to poke me twice. That's all that I have to say about it. Otherwise, they treated me very well. Thank you.
- Clinic The computer went out at day, so there wasn't much that we talked about. I was thankful to get the Cortizone shots in my shoulders, and it has helped a lot this week.
- Clinic Yeah, Dr. Botker and his nurses at the Windom area hospital are totally awesome.
- Clinic Had wonderful care by all staff!!
- Clinic I thought it was very timely. Time went good. Everybody was super nice and I just felt comfortable. It was a good experience. Thank you.
- ED The follow up call today demonstrated concern on how I was progressing.
- ED It wasn't busy so they were able to be attentive and efficient. Great care for our son that we brought in.
- ED I had 3 different nurses during my visit as there was a shift change. The first two I spoke to it appeared that one was training the other. The trainer came across annoyed and less friendly. The new nurse was very kind, patient, and willing to joke with all parties in the room. I think she's going to do amazing in the er! The lady who came in for the overnight shift was amazing as well! She was very kind and super helpful especially when helping back to the car!
- ED I feel that the doctor that I had was very, very good. When I came in, I have to admit I was very scared and I wanted to go home, but he sent me home. But he was very good. When I came back the second time in the ER, those nurses in the ER were very good to me, very thorough. When I came in the first time, the first shift I felt the nurse wasn't explaining enough, but I felt when the shift change came in on that Thursday night, she explained it very well. All in all, the care was good. I enjoyed the doctor. I think he was good. And I felt that the nurses, after the second shift came in and all went well. So again, I do wanna thank you for the good care at Windom Area Hospital. I'm glad that.
- ED It was positive. JackIn was exceptional. Jason was as well. The aide was very good. The lady Dr however seems a bit short and peeved at us. Probably upset with us cause we refused a cat scan, an ekg and a chest X-ray on my 88 year old mother in-law who slipped off her walker chair during breakfast. She had no visible injuries and had no admitted injuries. She did not want to be there and we weren't sure how to handle the

NOVEMBER COMMENTS

situation since the Dr who serves the nursing home wanted her to go to the ER. They want to error on the side of caution, we didn't agree with that nor did my mother in-law. We are new to the nursing home dealings. But very good care was given us and we are pleased for that.

- ED felt treated unfairly,
- ED I very much appreciate how they helped me and I'm feeling great right now. So thank you.
- ED Thank you to the nurse, Bethany, for her care and reassurance.
- ED So happy to have Windom Hospital caring staff and doctors.
- Imaging CT technicians weren't as friendly or compassionate as expected.
- Imaging Staff friendly and helpful!
- Imaging Friendly, kind & caring ????????
- Imaging Very friendly, knowledgeable and professional.
- Imaging Good
- Imaging Polite staff. Nice people!
- Imaging "My appointment was for an MRI . My suggestion is that the patient be asked to come 30 minutes ahead of time for blood work before their appointment so that the patient /client is ready when the scheduled time comes. Then there is less waiting for either one. Thank you."
- Imaging Very good experience and very professional interactions with everyone involved in my visit for a mammogram.
- Imaging Fast easy in and out. Friendly employees
- Lab Your service of taking blood draws for tests from other facilities and mailing tests back is so appreciated. Thank you.
- Lab Great Check Up. Found info about my Health that needed to be further addressed, and set up Appointments to accomplish a Goal of Fixing Health issues. That's as GOOD as it Gets. Thanks!!
- Lab We have a great lab team! Knowledgeable, kind, thoughtful, and just plain good at what they do. Do not take them for granted.
- Lab Jill B was great in lab. Took her two seconds to find my difficult vein.

NOVEMBER COMMENTS

- Lab Everything went fast and smooth. In and out in no time.
- Lab Unclear communication on where I was supposed to go throughout the building. I had to go back and fourth 3 different times to the same locations. Very frustrating when your not feeling well.
- Lab Smooth, quick and local.
- Lab Jenn M did a great job with the blood draw, quick and easy. Good job!
- Lab Everything went great!
- Lab The nurse was very nice and personable.
- Nursing--IP Very friendly courteous staff. Had a pleasant stay.
- Nursing--IP The best!
- Nursing--IP Excellent care!! Excellent hospital!!
- Nursing--IP Excellent care.
- Nursing--IP Excellent care. Very good PT.
- Outpatient This was a lot better than the first time I had it done. That time felt like my heart was going to come out of my chest. A lot of thanks to all the people who was involved with the test.
- Outpatient The nurse was awesome. The only thing was the bed was smaller and hard for my apnea study.
- Outpatient My experience was pleasant!
- Outpatient I was very satisfied, happy, and met very cordial people and I was treated very, very good. I would recommend it to anybody that goes. I'm surprised it was a pleasant experience. I'll come back. Yeah, I have no problem. It would be the place to go. Thank you.
- Outpatient I was extremely happy about the time efficiency because this was an actual scheduled appointment after my chemo and they were very respectful to keeping that on time for me
- Outpatient I'm just kind of tired of getting these surveys. I'd rather you take my name off.
- Outpatient I am so thankful for my home town hospital. We are fortunate to have such a great facility at our fingertips. I am able to have my IV for migraines here at Windom Area Health and the staff is very accommodating with their schedules to make time for me when I need them. I no longer have to drive to Mankato for an IV, which is a huge relief and greatly appreciated."

NOVEMBER COMMENTS

- PT, OT, ST Mitch did an excellent job of listening and assessing my issue. He made a good exercise plan for me to do at home, but made it clear that if there was a lot of pain to either discontinue that exercise or reduce it. During the sessions, he thoroughly explained what, how and why he was doing the traction. We had friendly conversations while the traction was taking place. He also advised me to check with my insurance provider about the PT coverage. I was extremely pleased with his therapy.
- PT, OT, ST They are friendly, break down everything I need to know, give me my therapy the way I want and they are very professional and I appreciate it. Thank you.
- PT, OT, ST Nicole is wonderful. She treated me with compassion and kindness.
- PT, OT, ST You have a caring team in your physical therapy department. Great job everyone! Thank you.
- PT, OT, ST Staff was very helpful and I was very comfortable with staff
- PT, OT, ST Wonderful service great help in my recovery Thank You



Foundation

FOUNDATION BOARD OF DIRECTORS MEETING

TUESDAY, DECEMBER 17 | 5:00 PM | NURSE'S CONF. ROOM

**** 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** *Greg Scheitel*

- II. **APPROVAL OF AGENDA** *Greg Scheitel*

- III. **FOUNDATION MEETING MINUTES** *Kay Gross*
 - Approve minutes from regular meeting on November 19, 2024

- IV. GUEST PRESENTATION**
 - Police Chief Scott Peterson, Mental Health Fund Application

- V. BUSINESS ITEMS**
 - Mission Moment *Katie Greener*
 - **Approve Financial Statement *Katie Greener*
 - Senior Team Update *Monica Huber*
 - **Mental Health Fund Applicant *Katie Greener*
 - Giving Tree & First Baby Updates *Katie Greener*
 - Volunteer Hours *Katie Greener*

- VI. NEW ITEMS**
 - Year-end Giving *Katie Greener*
 - 2025 Event Updates *Brady Kerkman*
 - January 21st “Boxing Out Cancer” event *Katie Greener*

- VII. NEXT MEETING DATE/TIME – January 28, 2024**

- VIII. **MEETING ADJOURNED** *Greg Scheitel*

**WINDOM AREA HEALTH FOUNDATION
FOUNDATION BOARD MEETING MINUTES
NOVEMBER 19, 2024, AT 5:00 P.M. IN NURSES CONF ROOM**

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:

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 5:00 p.m.

FOUNDATION AGENDA

M/S/C UNANIMOUSLY TO APPROVE THE NOVEMBER 19, 2024 FOUNDATION AGENDA AS PRESENTED (DO/TT).

FOUNDATION MINUTES

M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE OCTOBER 22, 2024 REGULAR MEETING AS PRESENTED (JG/RR).

FINANCIAL STATEMENT

The Sept 2024 Windom Area Health Foundation financial statements were reviewed and approved as presented. M/S/C UNANIMOUSLY TO APPROVE THE FINANCIAL STATEMENT AS PRESENTED, WITH AN UPDATE TO THE CRISIS FUND CHANGED TO "EMPLOYEE FOCUS FUND" (TT/KG).

GUEST PRESENTATION

Penny Echternach from Hillary Lyons Consulting shared a PPT with the group about the philanthropy landscape and her process working with clients in healthcare fundraising.

BUSINESS ITEMS

Mission Moment

The group shared a couple examples of our mission in action in the community. The recent Veterans Fair had very positive feedback from our mini health fair presence, and the Mental Health Fund is up and running.

****Approve Financial Statement**

The group reviewed the financial statements as presented. Katie included an additional page that showed year-to-date Fund balances month to month.

M/S/C UNANIMOUSLY TO APPROVE THE FINANCIAL STATEMENT AS PRESENTED AS PRESENTED (KG/DO).

****Mental Health Fund Applicant**

The group reviewed an individual application for \$2,700 in direct assistance. The group wanted to see more clarification on how many group therapy sessions remained, and were comfortable paying out funds to the third-party if either 1) the sessions were completed, or 2) payments were made after each remaining session was completed.

M/S/C UNANIMOUSLY TO APPROVE \$2,700 FOR THE MENTAL HEALTH INDIVIDUAL APPLICATION, TO BE PAID OUT TO THE THIRD PARTY, CONTINGENT ON CLARIFYING THE NATURE OF REMAINING GROUP THERAPY SESSIONS (KG/RR).

Fundraising event progress

Brady shared that he has had correspondence with Maria Schneider, and that we should give her a timeframe and budget target. The group discussed next fall as a goal timeframe at the BARC, and charging no less than

\$100/ticket for the concert. Possibility of having a higher tiered VIP experience and opportunity for students to audition or play on one of her songs. Brady is also working on securing naming rights for the Medical Building. He is in conversation with Dr. Hartberg.

Director's Updates

Katie shared a few other updates. The mini health fair at the Veterans Program on Nov 11 was very successful, many positive comments about our presence there. Opportunity to grow our presence next year and involve more vendors (many could not attend because of the federal holiday). The Bras for a Cause contest was successful, with 27 submissions. Katie and Brady gave a presentation to the school's medical careers class about healthcare philanthropy and the student scholarship round. Katie is coordinating the Giving Tree and there are 178 children registered. Rock the Rink Pink will take a break this year, as the coaches are not on board. The group suggested our involvement at another kind of event (basketball game, baseball, etc.) for cancer awareness. The Remick Foundation declined our grant application, but there is opportunity to apply in future rounds. The First Baby of the New Year will take place again; Katie will send out solicitation letters (plus social media marketing) and follow-up with phone calls for donations.

Volunteer Hours

Board members added their hours to the spreadsheet.

NEW ITEMS

Penny E Consulting Discussion

The group discussed Penny's presentation. The consensus was to hold off for now on working with her. Katie and Brady will review her PPT again. The group agreed that there were valuable concepts brought up from her presentation, but that the multi-committee model as a baseline practice may be a challenge for our group to realistically adopt.

Year-End Giving

Katie reminded the group that we typically send out a year-end appeal around Thanksgiving. Giving the timing of the fall mental health fundraising and close proximity to First Baby solicitations, Katie recommended that we hold off on sending out another appeal. Instead, Katie will make touchpoints with donors who typically give a year-end give and send out cards/newsletters to regular donors. The group supported this approach and agreed that another appeal right now may be tacky.

**Board Roles and Committees Discussion

Brady brought up that our Board should have a designated Treasurer. This person would present the financial statements and work as a support to Katie to review the financial documents and bank statements for added accountability. The group agreed designate someone for this role and decide at the turn of fiscal year. Katie discussed whether we formalize some of our committees or task forces, or how the group wants to split some of these duties. No official decisions were made, but the group agreed that having task forces for events, scholarship review, etc. made the most sense, and that our Board is small enough to continue reviewing Fund applications as regular meetings.

Board Annual Timeline draft

Katie shared a draft of an annual calendar for the Foundation for the Board members to have a better understanding of the pace of the year. Detailed discussion will take place at a future meeting.

The next Foundation Board Meeting will be held on December 17, 2024 in the Windom Area Health LCR. The Windom Area Health Foundation meeting was concluded by Chairperson, Greg Scheitel at 6:45 pm.

M/S/C UNANIMOUSLY TO ADJOURN THE FOUNDATION MEETING (TT/DO).

KAY GROSS, WAH Foundation Secretary