



WINDOM AREA HEALTH

Mission Statement:

DEDICATED TO HEALTH

**GOVERNING BOARD OF DIRECTORS
MEETING BOOKLET**

Monday, January 27, 2025

Windom Area Health Governing Board of Directors Meeting AGENDA

Purpose: Provide governance for Windom Area Health

Date | Time | Location: Monday, January 27, 2025 | 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: |
|--|---|---|
| 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 December 23, 2024 | Dr. Michael Fisher |
| New Board Appointment | <ul style="list-style-type: none"> Welcome Marv Grunig to WAH Professional Practice and Governing Board | Dr. Fisher |
| Board Education | <ul style="list-style-type: none"> Surgery | Brittany Schichtl Danyelle Masters |
| WAH Policy Review | Review & approve the following policy(ies): <i>(Board Motion)</i> <ul style="list-style-type: none"> N/A | |
| 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 Rick Frederickson |
| 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 |

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|-------------------------------|--|--|
| 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 |
| 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 December 17, 2024 are included in the Board book. WAH Foundation Board meets on January 28, 2025 WAH Foundation update on happenings | Dr. Michael Fisher |
| WAH Auxiliary | <ul style="list-style-type: none"> WAH Auxiliary met on January 13, 2025. | Dr. Michael Fisher |
| OLD & NEW BUSINESS | | |
| Old Business | | Dr. Michael Fisher |
| New Business | | Dr. Michael Fisher |
| CONCLUSION | | |
| | Conclude WAH Governing Board meeting | Dr. Michael Fisher |

Windom Area Health Governing Board of Directors Meeting MINUTES

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: Kay Gross, Justin Schmit, Dan Ortmann, Terry Tegels, Rick Frederickson, Julie Brugman, Dr. Blue, Monica Huber, Shelby Medina, John Peyerl, Emily Masters
Absent: Dr. Michael Fisher
Others: Dr. Buhler/Medical Staff President, Dave Rogers, 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 Vice-Chairperson, Kay Gross. | Kay Gross |
| Meeting Minutes | M/S/C Unanimously to approve Windom Area Health Governing Board minutes from the regular meeting of November 25, 2024 (Fisher/Tegels) | Kay Gross |
| Board Education | No Education | |
| WAH Policy Review | M/S/C Unanimously, upon recommendation for the WAH Governing Board to approve the following policy: (Tegels/Schmit) <ul style="list-style-type: none"> • Performance Improvement/Risk Management | Shelby Medina |

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 Medical Staff credentialing list as presented: (Tegels/Frederickson)</p> <p><u>APPOINTMENTS:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Emily Geraets PA-C</td> <td style="width: 33%;">Cardiology (Clark)</td> <td style="width: 33%;">Allied Health Professionals</td> </tr> <tr> <td>Destinie Stapleton, CNP</td> <td>Family Practice (Yusuf)</td> <td>Allied Health Professionals</td> </tr> <tr> <td>Gavin Stormont, M.D.</td> <td>Urology</td> <td>Courtesy</td> </tr> </table> <p><u>REAPPOINTMENTS:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Gerald Berberick, O-PAC</td> <td style="width: 33%;">Orthopedic (Botker)</td> <td style="width: 33%;">Allied Health Professionals</td> </tr> <tr> <td>Todd Christianson, O-PAC</td> <td>Orthopedic (Botker)</td> <td>Allied Health Professionals</td> </tr> <tr> <td>Susan Goodemote, CNP</td> <td>Family Practice (Van Kley)</td> <td>Allied Health Professionals</td> </tr> <tr> <td>Orvar Jonsson, M.D.</td> <td>Cardiology</td> <td>Consulting</td> </tr> <tr> <td>Jacob Raimann, CRNA</td> <td>Anesthesia</td> <td>Allied Health Professionals</td> </tr> <tr> <td>Becki Wiese, CST</td> <td>Surgical Tech (Sightpath)</td> <td>Allied Health Professionals</td> </tr> </table> <p><u>ADDITIONAL STAFF CATEGORY AND PRIVILEGE REQUESTS:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Samuel Inkumsah, M.D.</td> <td style="width: 33%;">Wound Care</td> <td style="width: 33%;">Consulting</td> </tr> </table> <p><u>AVAL ECARE APPOINTMENTS:</u></p> <p><u>VRAD APPOINTMENTS:</u></p> | Emily Geraets PA-C | Cardiology (Clark) | Allied Health Professionals | Destinie Stapleton, CNP | Family Practice (Yusuf) | Allied Health Professionals | Gavin Stormont, M.D. | Urology | Courtesy | 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 | Samuel Inkumsah, M.D. | Wound Care | Consulting | <p>Dr. Blue Dr. Buhler</p> |
| Emily Geraets PA-C | Cardiology (Clark) | Allied Health Professionals | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Destinie Stapleton, CNP | Family Practice (Yusuf) | Allied Health Professionals | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gavin Stormont, M.D. | Urology | Courtesy | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gerald Berberick, O-PAC | Orthopedic (Botker) | Allied Health Professionals | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Susan Goodemote, CNP | Family Practice (Van Kley) | Allied Health Professionals | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Orvar Jonsson, M.D. | Cardiology | Consulting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jacob Raimann, CRNA | Anesthesia | Allied Health Professionals | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Samuel Inkumsah, M.D. | Wound Care | Consulting | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p><u>VRAD REAPPOINTMENTS:</u></p> <table border="0"> <tr> <td>Jonathon Bold, M.D.</td> <td>Teleradiology</td> <td>Telemedicine</td> </tr> <tr> <td>Snehal More, M.D.</td> <td>Teleradiology</td> <td>Telemedicine</td> </tr> <tr> <td>Michael Novick, M.D.</td> <td>Teleradiology</td> <td>Telemedicine</td> </tr> </table> <p><u>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</u></p> <table border="0"> <tr> <td>Charlotte Rogers, M.D.</td> <td>Burn Care</td> <td>Telemedicine</td> </tr> </table> <p><u>RESIGNATIONS:</u></p> <table border="0"> <tr> <td>Scott Baginski, M.D.</td> <td>Teleradiology</td> <td>Telemedicine</td> </tr> <tr> <td>Timothy Klassen, CRNA</td> <td>Pain</td> <td>Allied Health Professionals</td> </tr> </table> <p>Discussed recent MVA, highlighting the staff's outstanding response during the mass casualty incident. Their exceptional care was widely recognized. Discussed potential of using the Telegraph program in other areas.</p> | Jonathon Bold, M.D. | Teleradiology | Telemedicine | Snehal More, M.D. | Teleradiology | Telemedicine | Michael Novick, M.D. | Teleradiology | Telemedicine | Charlotte Rogers, M.D. | Burn Care | Telemedicine | Scott Baginski, M.D. | Teleradiology | Telemedicine | Timothy Klassen, CRNA | Pain | Allied Health Professionals | |
| Jonathon Bold, M.D. | Teleradiology | Telemedicine | | | | | | | | | | | | | | | | | | |
| Snehal More, M.D. | Teleradiology | Telemedicine | | | | | | | | | | | | | | | | | | |
| Michael Novick, M.D. | Teleradiology | Telemedicine | | | | | | | | | | | | | | | | | | |
| Charlotte Rogers, M.D. | Burn Care | Telemedicine | | | | | | | | | | | | | | | | | | |
| Scott Baginski, M.D. | Teleradiology | Telemedicine | | | | | | | | | | | | | | | | | | |
| Timothy Klassen, CRNA | Pain | Allied Health Professionals | | | | | | | | | | | | | | | | | | |
| <p>Finance – Personnel – Labor Relations – Building/Grounds Committee</p> | <p>M/S/C unanimously to recommend approval to send 63 patient accounts totaling \$74,012.30 to AAA Collections, recommend approval for following Financial Assistance patient accounts: (Schmit/Ortmann)</p> <ul style="list-style-type: none"> Financial Assistance accounts approved for write-off amount to \$13,363.82 FY2025 Year-to-Date, Financial Assistance approvals amount to \$113,454.70 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 Fitness Specialist No terminations | <p>John Peyerl Emily Masters</p> | | | | | | | | | | | | | | | | | | |
| OTHER REPORTS | | | | | | | | | | | | | | | | | | | | |
| <p>Statistical & Financial Performance Reports</p> | <p>M/S/C unanimously to approve the Statistical and Financial Performance Report as presented: (Schmit/Ortmann) In November, net income from operations was negative \$1,711, falling short of the \$15,000 budget. However, net operating revenue increased by \$107,697 compared to last November, with operating income at negative 0.06% versus a budgeted 0.56%. Year-to-date, operating income is 2.35% compared to a budget of negative 0.42%.</p> <p>Inpatient activity was below budget, with three fewer acute admissions than last month, contributing to an average daily census of 2.0 from 27 admissions and 59 inpatient days. Outpatient revenue, while making up 87% of gross revenues, was \$205,545 less than budgeted.</p> <p>Highlights:</p> <ul style="list-style-type: none"> Imaging procedures: 717 (43 below budget) Laboratory tests: 9,719 (1,195 less than last November) Surgical procedures: 81 (7 more than budget) Rehab Therapy: 1,694 modalities (241 less than last November) <p>Contractual adjustments were lower at 41.77% compared to the budgeted 48.04%. Overall expenses were on budget, though Employee Benefits and Provision for Bad Debt exceeded expectations.</p> | <p>John Peyerl</p> | | | | | | | | | | | | | | | | | | |
| <p>Capital Acquisition Activity</p> | <p>John reported on the following capital asset acquisitions totaling \$593,199:</p> <ul style="list-style-type: none"> Treadmill PhysioMax Total Body Exerciser MicroScamn auto SCAN 4 OB Carts (3) w/Electronic Lock Amico Patient Care Powerlift Beach Chair for Total Shoulder Replacement Surgery Sterilizer Reverse Osmosis System for Sterilizer | <p>John Peyerl</p> | | | | | | | | | | | | | | | | | | |

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| | <ul style="list-style-type: none"> • Microscope Evident • Symphion 6.3 Hyster & MC0675 Minerva Surgical • Vizient Anes Tier 3 Anesthesia Machine | |
| Educational Assistance Applications | M/S/C unanimously to approve the Educational Assistance Application as presented: (Tegels/Frederickson) Landon Johnson, DON, applied for \$3,500 to fund his continuing education in pursuit of an MBA from the University of Sioux Falls. | Emily Masters |
| New / Department Transfer Employees | New hires: 2 – HUC 1 – RN 1 – Pharmacist – succession planning There were no departmental transfers to report. | Emily Masters |
| Patient Concern Reports | Patient Concern Reports were reviewed and addressed. | Monica Huber |
| Patient Safety Reports | No incidents to report. | Monica Huber |
| Chief Medical Officer | Created WAH Medical Provider Group to hold regular meetings that will allow employed and contracted providers to support each other, discuss strategies, and address challenges. These meetings will focus on business and medical care specific to our group, providing a platform for sharing information and gaining input. | Dr. Dan Blue |
| Administration | <p>M/S/C unanimously to approve committee meeting reports as presented (Frederickson/Tegels)</p> <p>Community Health/Mental Health/Wellness Center</p> <ul style="list-style-type: none"> • Launching 'Don't Sugar Coat It' diabetes management sessions in January. • Annual Winter Coloring Contest from December 16 to January 17. • Working with Mt. Lake Schools in January for a morning weight training class for student athletes • Hosting a community and employee weight loss challenge <p>Marketing/PR/Business Development</p> <ul style="list-style-type: none"> • Open house and ribbon-cutting for Lakefield Specialty Clinic on December 6. • Media interviews about Dr. Kamlitz's arrival; ads for both Dr. Kamlitz and Dr. Stormont. • Sent 88 letters to surrounding providers introducing Dr. Stormont. • New billboard promoting Urology services featuring Dr. Stormont and Lori Fett, NP. • The Pulse airs every Tuesday at noon on Facebook. <p>Sponsorships/Donations</p> <ul style="list-style-type: none"> • Donation to the Citizen Holiday Edition - 5th Grade What Christmas Means to Me. <p>Committee Meetings</p> <ul style="list-style-type: none"> • Employee Focus: Planning ongoing for the holiday party with various events and contests. • PFAC welcomed new members; discussed new services and toured the new administrative area. • Safety: No report. • Safe Patient Handling: No report. | Senior Management Team |
| City of Windom | Marv Grunig announced that effective January 1, 2025, he will no longer serve on the city council nor serve as city council liaison. He has been appointed to the WAH governing board effective 1/1/2025. | Marv Grunig |
| Sanford Health Network | <ul style="list-style-type: none"> • Update from the Legislative Policy Committee – small majority in a divided government, passing the budget is challenging, and a government shutdown is a possibility. • MN is moving towards a Medicaid directed payment system, which could be financially beneficial • Dave, Josh Sammons, and Courtney toured the building and continuing to work on the lease agreement. | Dave Rogers, VP Sanford Health Network |
| WAH Foundation Board | <ul style="list-style-type: none"> • Scott Peterson applied for mental health fund for crisis intervention training • Foundation sponsoring WAHS basketball game on January 21 – Boxing out Cancer • Successful 7th year of the Giving Tree program with 563 gifts for 178 local children. • Accepting donations for the New Year's Baby program. • Brady Kerkman seeking donation for naming rights to the new medical building. | Terry Tegels |

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| WAH Auxiliary | <ul style="list-style-type: none"> No December Meeting | Terry Tegels | |
| OLD & NEW BUSINESS | | | |
| Old Business | There was no old business to address. | Kay Gross | |
| New Business | No new business to address. | Kay Gross | |
| CONCLUSION | | | |
| | The WAH Governing Board meeting was concluded by Governing Board Vice-Chairperson, Kay Gross. Tour of Business Office | Kay Gross | |

Signature _____, Dan Ortmann, WAH Governing Board Secretary

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

As of January 23, 2025

WAH MISSION: "Dedicated to Health"

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was \$244,686 compared to a budget of \$15,000. Our net operating revenue was \$670,572 more than last December. December operating income is negative 8.02% compared to a budget percentage of 0.56%. For the year, operating income is 3.15% compared to a budget of negative 0.29%.

The volume of inpatient activity in December was exceeded budget expectations. The acute admissions were five more than last month and above the budgeted volume. Activity on the outpatient side produced volumes and revenues above budget expectations. Eighty-one percent of our gross revenues came from outpatient activity, which is less than expectations. Acute admissions totaled thirty-two. Those thirty-two admissions produced seventy-two inpatient days for an average daily census of 2.3. Outpatient gross revenue was \$596,337 more than budget and \$1,105,764 more than last December.

- Imaging procedure counts were 139 procedures above budget. Imaging performed 899 procedures compared to a budget of 760. Last December, 678 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 9,342 in the month of December, which is 435 less than last December and 1,008 less than budget.
- Eighty-two surgical procedures were performed in December, which is eight more than our budgeted number of seventy-four and eleven more than last December. Eleven of those surgeries were joint replacements. There were no robotic cases in December.
- Rehab Therapy performed 1,738 modalities in December, which was 37 less than last December. That is 212 less modalities than the budgeted number of 1,950.

Contractual adjustments came in at 49.28% for the month. Contractual adjustments were budgeted at 48.04%.

Overall, expenses were about \$150,000 over budget. Supplies, Purchased Services, Interest Expense, and Provision for Bad Debt were categories that came in more than budget.

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

JANUARY 2025

WINDOM AREA HEALTH MISSION: *"DEDICATED TO HEALTH"*

CHIEF NURSING OFFICER REPORT

Medical/Surgical/OB/Emergency Room:

- The refurb of the former WFMC space is near completion. Computer equipment is yet to be installed. This will provide an additional 5 inpatient rooms to support our growing volumes. In the meantime the space can be utilized for infusions and cataract patients.
- Hospitalist coverage
 - Weekends covered by PRN APP's. The result is the presence of an in-person provider 7 days/week.
 - Reduced utilization of telehealth

PI/Risk/Quality:

- WAH will have a mock state survey on Feb. 19 & 20 conducted by the Sanford Accreditation Team. Goal of the survey is to validate our constant readiness and receive input into opportunities for improvement and compliance with standards. WAH is several years overdue for an unannounced MN Dept. of Health survey to assess compliance with CAH Conditions of Participation. We anticipate it could happen at any time.
- Patient Experience Score update: beginning in CY 2025 NPS will be reported to Board of Directors quarterly rather than monthly. Due to the low "n" this will give us a better understanding of the trends and opportunities. Patient comments from the surveys will continue to be shared monthly.

Utilization Management:

- ED transfer rate CY 2024: 10.1 % (Previously has been as high as 15.9%)
- ED admit rate CY 2024: 7.4 % (Previously as low as 2.9%)
- This is felt to be the result of WAH's expanded services and the hospitalist program. Also the collaboration with the ED providers to admit appropriate patients locally.

MHA Safety Data for Dec., 2024:

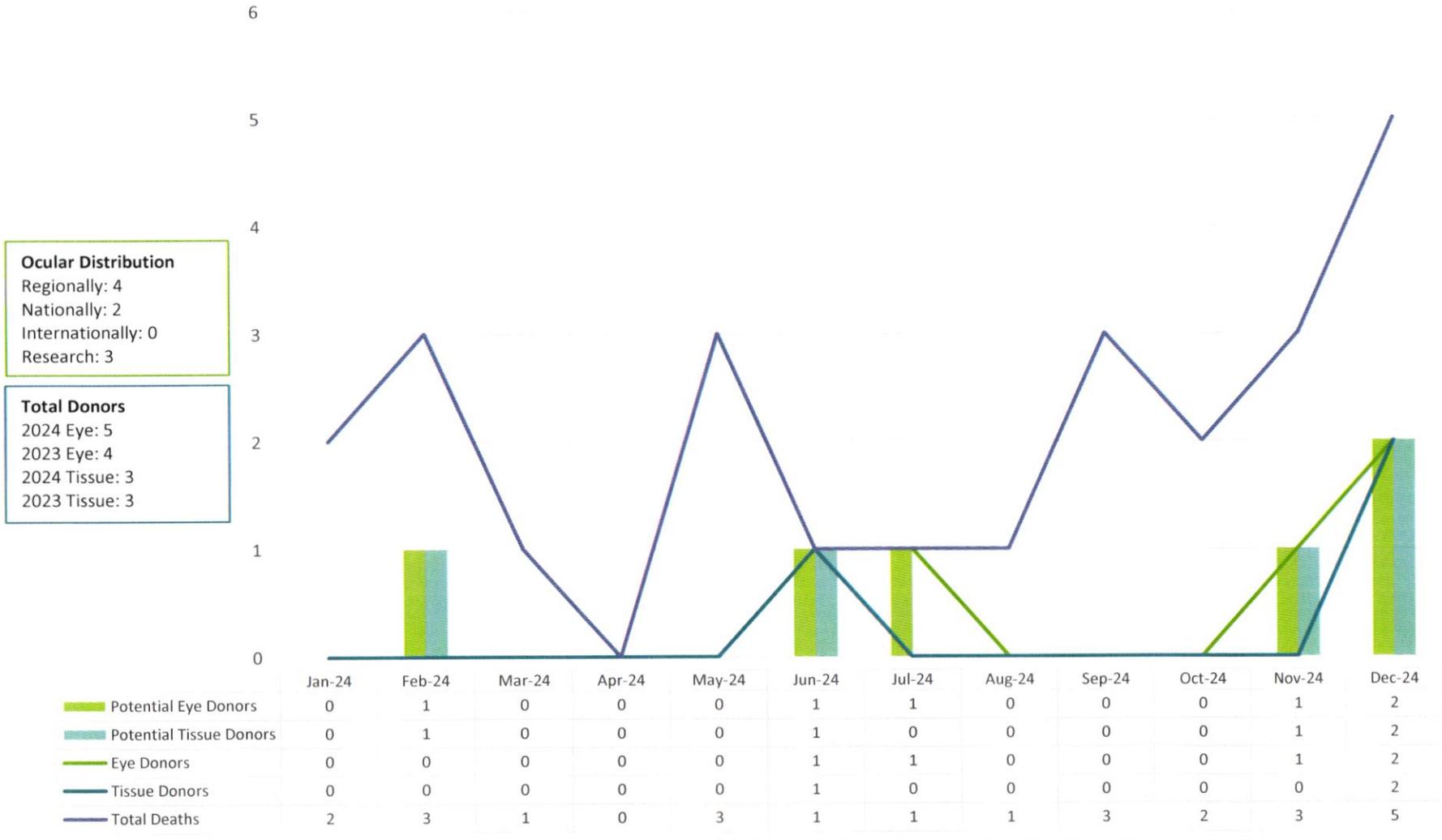
- Falls: 0
- Skin Integrity 0
- Restraints 0
- Opioid Deaths 0
- Reportable Events: 0



Dakota Lions Sight & Health

Eye and Tissue Donation

Eye & Tissue Donor Report for Windom Area Hospital



WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

AS OF JANUARY 21, 2025

WINDOM AREA HEALTH MISSION: "DEDICATED TO HEALTH"

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - RN
 - Wellness Intern/Attendant
 - Surgical Tech
 - Accounting Manager/Controller
 - CNRA (employed or contract)
 - Mental Health Therapist
 - CMA/LPN – Specialty Clinics
 - Health Unit Coordinator
 - Environmental Services Tech
 - Speech Therapist – Full Time & PRN
 - Behavioral Health NP - PRN
 - Clinical Nurse Coordinator
- Becky Runkle is working her way through Safe Patient Handling with impacted departments to review safe lifting/patient positioning techniques.
- HR and the Director, Foundation/Auxiliary are working to revamp the Volunteer onboarding materials and process, many of which will be used to update the student onboarding process as well.
- Brady Kerkman and Emily Masters met with Dr. Friesen from MLC schools to learn more about their daycare initiatives.

Community Health/Mental Health/Wellness Center

- Don't Sugar Coat It – free sessions for the community about managing and maintaining their Diabetes. Sessions were held on January 8th, 15th, and 22nd, with an average of 12-13 attendees for each session!
- Winter Coloring Contest wrapped up on January 17th, with the winners posted on the WAH Facebook page.
- Wellness staff are busy planning for equipment needs for the new gym space.

Marketing/PR/Business Development

- CBB Blood Drive held on January 13th, which 30 individuals were seen, collected 26 units, helping 78 local patients. Next blood drive is in March.
- The Citizen is doing interviews of Dr. Kamlitz and Dr. Stormont, keep an eye out for their stories in future papers.
- Over, 3,809 people have watched The Pulse, with an average of 544 people per episode.
- Dr. Kamlitz will have meet & greets with the Avera and Sanford clinics in January.

Foundation/Auxiliary

- Boxing Out Cancer was held on Tuesday, January 21st at the Windom Area High School, which was to raise awareness and funds for the Women's Health Fund.
- Sponsored the First Baby of the New Year, with around \$1,500.00 in donations.
- Upcoming Valentine's Balloon & Bake Sale on February 14th.
- January Volunteer of the Month is Deb Minion.

Sponsorships/Donations

- Athlete of the Week for Haidyn Sammons in the Citizen - \$105

Committee Meetings

- **Employee Focus:** The holiday party was a success with approx. 105 employees/guests in attendance, many noted that it was fun to hold it offsite/evening again for a change. Q1 events are being planned surrounding the Super Bowl.
- **Patient & Family Advisory Committee:** No January meeting.
- **Safety:** Met 1/14/25. Per new state regulations, a new smoke evacuation policy was put in place for surgery and specialty clinics. The annual Ergonomic Plan was reviewed. MOAB training is being planned for March with a small group of 6. Recalls of food & equipment for Q4 were reviewed. ED, Imaging, Lab, Materials Storeroom, Wellness/Fitness, Diabetic Ed, Nutrition were all rounded with corrections being made as needed. There were no OSHA recordable injuries in Q4.
- **Safe Patient Handling:** Met 1/14/25 with Safety. Department SPH training schedule was reviewed, with several departments receiving training in Q4, with more scheduled in Q1 of 2025. No SPH equipment was taken out of operation in Q4. No SPH injuries in Q4.

| WINDOM AREA HEALTH | | | | | | | | | | | | | |
|--|---------------|----------|--|----------|-----------------|-------------------------------|-------------------------|----------------------------------|-----------|--------|--------|--------|--------|
| Fiscal Year 2024-2025 | 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 |
| WAH Operational & Strategic Goals | | | | | | | | | | | | | |
| 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 | 93.8% 16 | | | | |
| OP Net Promoter Score | 80.6% | 80% 15 | 88.9% 18 | 100% 23 | 75% 20 | 94.4% 18 | 88.9% 18 | 84% 25 | 90.5% 21 | | | | |
| 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 | 58.3% 24 | | | | |
| Inpatient Net Promoter Score | 72.4% | n/a | n/a | n/a | n/a | n/a | n/a | n/a | 80% 5 | | | | |
| Facility Net Promoter Score | 75.5% | n/a | n/a | n/a | n/a | n/a | n/a | 75.4% 171 | 74.8% 143 | | | | |
| Wound Center Overall Patient Satisfaction | >92% | 97.59% | 98.61% | 89.64% | 97.17% | 94.52% | 93.49% | n/a | 100% | | | | |
| QUALITY | | | | | | | | | | | | | |
| Falls per 1000 Patient Days | 0 | n/a | 0 | n/a | n/a | n/a | 6 | n/a | n/a | | | | |
| Patient Falls with Injuries | 0 | n/a | 0 | n/a | n/a | n/a | 0 | n/a | n/a | | | | |
| Hand Hygiene | 100% | n/a | 100% | n/a | n/a | n/a | 99.4% | n/a | n/a | | | | |
| Patient Experience/HCAHPS Recommend | 81% | n/a | 80% 20 | n/a | n/a | n/a | 77.3% 22 | n/a | n/a | | | | |
| How would you rate/HCAHPS | 83% | n/a | 75% 20 | n/a | n/a | n/a | 81.8% 22 | n/a | n/a | | | | |
| Communication with Nurses | 89% | n/a | 86.7% 20 | n/a | n/a | n/a | 89.4% 22 | n/a | n/a | | | | |
| Communication with Doctors | 85% | n/a | 91.1% 20 | n/a | n/a | n/a | 85.7% 21 | n/a | n/a | | | | |
| Readmission within 30 days | <5% | n/a | 2% | n/a | n/a | n/a | 2% | n/a | n/a | | | | |
| Wound Center Patient Healing Rate | >92% | 97.96% | 89.47% | 81.67% | 92.98% | 76.79% | 100% | 96.67% | 95% | | | | |
| FINANCIAL | | | | | | | | | | | | | |
| YTD Income (Loss) Operations to Budget | 0.00% | -3.05% | 1.89% | 2.35% | 3.81% | 3.51% | 2.77% | 2.35% | 3.15% | | | | |
| Days in Accts Receivable | <53 | 63.08 | 56.37 | 58.08 | 53.97 | 56.37 | 48.82 | 46.21 | 54.37 | | | | |
| Days Cash on Hand | >150 | 247 | 228 | 221 | 218 | 192 | 179 | 214 | 199 | | | | |
| GROWTH | | | | | | | | | | | | | |
| Surgeries to Budget | 71 | 65 | 58 | 56 | 89 | 71 | 77 | 81 | 82 | | | | |
| Wound Center New Patients | 23 | 30 | 27 | 39 | 26 | 25 | 33 | 34 | 24 | | | | |
| Wound Center Encounters | 135 | 266 | 238 | 326 | 296 | 228 | 253 | 247 | 257 | | | | |
| Wound Center New Patients for HBO Treatments | 10 Calendar | HBO n/a | 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, January 27, 2025 | 4:30-5:15 pm | Large Conference Room**

| | | |
|---|---------------------|--------------------------------|
| MEMBERS | SHELBY MEDINA, CEO | Present: Absent: 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:

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 December 23, 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

| | | |
|----------------|-----------------------------|-------------|
| | | |
| Data Analytics | Introduction – Chad Gerhold | John Peyerl |
| | | |

NEW/CURRENT ITEMS

| | | |
|-------------------------|-----------------|---------------|
| Donation Request | Windom School | Emily Masters |
| Facilities Area Remodel | Review proposal | John P |
| <i>Other</i> | | |

CONCLUSION

| | | |
|--|---|---------------|
| | Conclude Finance Personnel Labor Relations Building & Grounds Committee meeting | Justin Schmit |
|--|---|---------------|

**Windom Area Health Finance | Personnel | Labor Relations | Building & Grounds Committee Meeting
MINUTES**

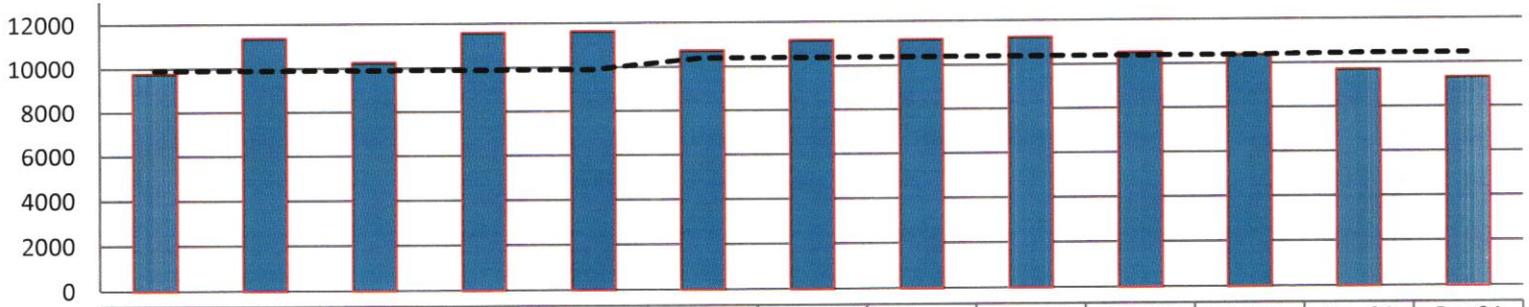
Purpose: Review and recommend annual operating budget and capital expenditure plan, review and recommend capital expenditures, review and evaluate monthly financial reports, review and recommend approval of annual audit report, and recommend board approval to agenda items as requested.

| | | |
|--|-----------------------------------|---|
| Meeting Date Time Location: | | Monday, December 23, 2024 4:30-5:15 pm Large Conference Room |
| MEMBERS: | SHELBY MEDINA, CEO | Present: Justin Schmit, Dan Ortmann, Shelby Medina, Dr. Blue, Monica Huber, John Peyerl, Emily Masters, Kay Gross, Julie Brugman Absent: Dr. Michael Fisher 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: |
|---------------------------------------|--|---------------|
| 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 November 25, 2025, as presented (Schmit/Ortmann). | Justin Schmit |
| Collections & Financial Assistance | M/S/C unanimously to recommend approval to send 63 patient accounts totaling \$74,012.30 to AAA Collections, recommend approval for following Financial Assistance patient accounts: (Schmit/Brugman) <ul style="list-style-type: none"> Financial Assistance write-off amount to \$13,363.82 FY2025 Year-to-Date, Financial Assistance approvals amount to \$113,454.70 on a budget of \$125,000. | John Peyerl |
| Employee Resignations & Terminations | M/S/C Unanimously to approve the following resignation/terminations: (Schmit/Gross) Resignations: 1 RN, 1 Fitness Specialist No terminations | Emily Masters |
| FOLLOW-UP ITEMS | | |
| | | |
| NEW CURRENT ITEMS | | |
| City Council Budget Meeting Follow Up | Shelby, John, Terry, and Justin attended the city council budget meeting where a standing contribution or a set percentage from WAH was proposed. It was agreed that we would not commit to a specific amount or percentage and maintain our current approach of supporting project-based contributions instead of monetary donations to the general fund. Discussions will be ongoing. | Shelby Medina |
| Other | Discussed the option of providing two floating months off for board meetings. This is a starting point for discussion, as more information is needed. | John Peyerl |
| CONCLUSION | | |
| | Chairperson, Justin Schmit, concluded the Finance Personnel Labor Relations Building & Grounds Committee meeting. | Justin Schmit |

LAB PROCEDURES

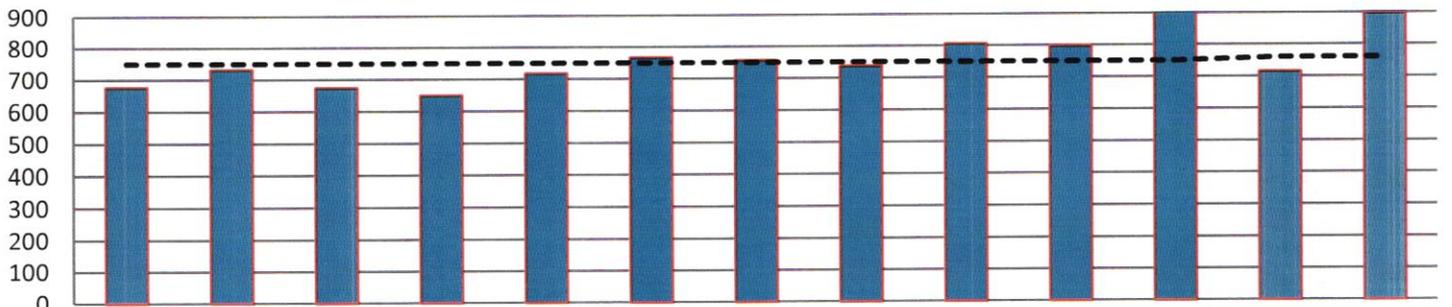
█ Lab Proc - - - Budget



| | Dec 23 | Jan 24 | Feb 24 | Mar 24 | Apr 24 | May 24 | Jun 24 | Jul 24 | Aug 24 | Sep 24 | Oct 24 | Nov 24 | Dec 24 |
|----------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Lab Proc | 9777 | 11360 | 10249 | 11588 | 11630 | 10737 | 11178 | 11173 | 11256 | 10535 | 10407 | 9719 | 9342 |
| Budget | 9900 | 9900 | 9900 | 9900 | 9900 | 10400 | 10400 | 10400 | 10400 | 10400 | 10400 | 10450 | 10450 |

IMAGING PROCEDURES

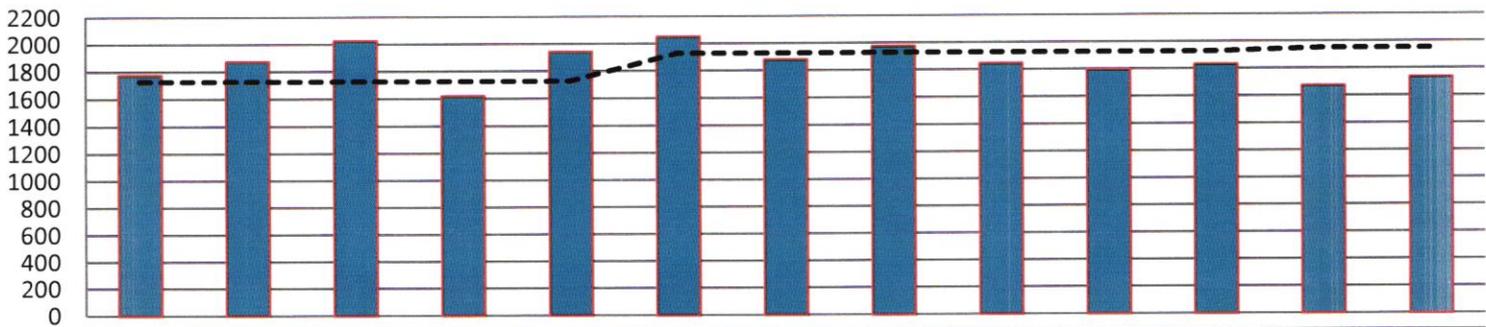
█ Imaging Proc - - - Budget



| | Dec 23 | Jan 24 | Feb 24 | Mar 24 | Apr 24 | May 24 | Jun 24 | Jul 24 | Aug 24 | Sep 24 | Oct 24 | Nov 24 | Dec 24 |
|--------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Imaging Proc | 678 | 733 | 676 | 651 | 719 | 768 | 758 | 739 | 807 | 799 | 906 | 717 | 899 |
| Budget | 750 | 750 | 750 | 750 | 750 | 750 | 750 | 750 | 750 | 750 | 750 | 760 | 760 |

REHAB MODALITIES

█ Rehab Modalities - - - Budget



| | Dec 23 | Jan 24 | Feb 24 | Mar 24 | Apr 24 | May 24 | Jun 24 | Jul 24 | Aug 24 | Sep 24 | Oct 24 | Nov 24 | Dec 24 |
|------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Rehab Modalities | 1775 | 1874 | 2027 | 1621 | 1942 | 2054 | 1882 | 1978 | 1847 | 1797 | 1835 | 1674 | 1738 |
| Budget | 1725 | 1725 | 1725 | 1725 | 1725 | 1925 | 1925 | 1925 | 1925 | 1925 | 1925 | 1950 | 1950 |

WINDOM AREA HEALTH
INCOME STATEMENT

| | 12/31/2024 | Revenue | | Revenue | | Revenue | | Revenue | | December | \$ Change | % Change |
|-------------------------------|--------------------|----------------|--------------------|----------------|---------------------|----------------|---------------------|----------------|---------------------|--------------------|----------------|----------|
| | 12/31/2024 | 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 | \$1,110,836 | 18.57% | \$825,000 | 16.18% | \$6,780,525 | 16.43% | \$6,300,000 | 16.18% | \$6,693,108 | \$87,417 | 1.3% | |
| Outpatient Revenue | \$4,871,337 | 81.43% | \$4,275,000 | 83.82% | \$34,495,923 | 83.57% | \$32,625,000 | 83.82% | \$29,561,121 | \$4,934,802 | 16.7% | |
| Total Patient Revenue | \$5,982,173 | 100.00% | \$5,100,000 | 100.00% | \$41,276,448 | 100.00% | \$38,925,000 | 100.00% | \$36,254,229 | \$5,022,219 | 13.9% | |
| Contractual Adjustments | \$2,947,858 | 49.28% | \$2,450,000 | 48.04% | \$19,995,369 | 48.44% | \$19,050,000 | 48.94% | \$17,727,105 | \$2,268,264 | 12.8% | |
| Other Income | \$18,264 | 0.31% | \$25,000 | 0.49% | \$176,138 | 0.43% | \$200,000 | 0.51% | \$191,103 | (\$14,965) | -7.8% | |
| NET OPERATING REVENUE | \$3,052,579 | 100.00% | \$2,675,000 | 100.00% | \$21,457,217 | 100.00% | \$20,075,000 | 100.00% | \$18,718,227 | \$2,738,990 | 14.6% | |
| EXPENSE | | | | | | | | | | | | |
| Employee Salaries | \$1,075,120 | 35.22% | \$1,110,000 | 41.50% | \$8,125,491 | 37.87% | \$8,310,000 | 41.39% | \$6,695,660 | \$1,429,831 | 21.4% | |
| Employee Benefits | \$251,689 | 8.25% | \$315,000 | 11.78% | \$2,457,878 | 11.45% | \$2,427,000 | 12.09% | \$2,082,283 | \$375,595 | 18.0% | |
| Pharmaceuticals | \$103,017 | 3.37% | \$120,000 | 4.49% | \$1,087,741 | 5.07% | \$875,000 | 4.36% | \$907,201 | \$180,540 | 19.9% | |
| Supplies | \$279,213 | 9.15% | \$195,000 | 7.29% | \$1,532,317 | 7.14% | \$1,515,000 | 7.55% | \$1,455,905 | \$76,412 | 5.2% | |
| Rents & Utilities | \$48,991 | 1.60% | \$35,000 | 1.31% | \$252,042 | 1.17% | \$268,500 | 1.34% | \$263,175 | (\$11,133) | -4.2% | |
| Purchased Services | \$617,323 | 20.22% | \$535,000 | 20.00% | \$4,373,270 | 20.38% | \$4,010,000 | 19.98% | \$4,623,783 | (\$250,513) | -5.4% | |
| Other Direct Expenses | \$132,753 | 4.35% | \$145,000 | 5.42% | \$1,094,065 | 5.10% | \$1,107,500 | 5.52% | \$1,053,589 | \$40,476 | 3.8% | |
| Provision for Bad Debts | \$105,339 | 3.45% | \$55,000 | 2.06% | \$695,076 | 3.24% | \$440,000 | 2.19% | \$496,841 | \$198,235 | 39.9% | |
| Depreciation | \$123,559 | 4.05% | \$135,000 | 5.05% | \$1,012,315 | 4.72% | \$1,060,000 | 5.28% | \$1,041,570 | (\$29,255) | -2.8% | |
| Interest Expense | \$70,889 | 2.32% | \$15,000 | 0.56% | \$150,205 | 0.70% | \$120,000 | 0.60% | \$96,186 | \$54,019 | 56.2% | |
| Total Operating Expense | \$2,807,893 | 91.98% | \$2,660,000 | 99.44% | \$20,780,400 | 96.85% | \$20,133,000 | 100.29% | \$18,716,193 | \$2,064,207 | 11.0% | |
| Income (loss) From Operations | \$244,686 | 8.02% | \$15,000 | 0.56% | \$676,817 | 3.15% | (\$58,000) | -0.29% | \$2,034 | \$674,783 | | |
| Investment Income | \$54,807 | 1.80% | \$30,000 | 1.12% | \$457,114 | 2.13% | \$290,000 | 1.44% | \$430,548 | \$26,566 | | |
| Other Revenue/(Expenses) | \$24,707 | 0.81% | \$5,000 | 0.19% | \$158,770 | 0.74% | \$40,000 | 0.20% | \$35,396 | \$123,374 | | |
| Non Operating Rev/Exp | \$79,514 | 2.60% | \$35,000 | 1.31% | \$615,884 | 2.87% | \$330,000 | 1.64% | \$465,944 | \$149,940 | | |
| Increase in Net Assets | \$324,200 | 10.62% | \$50,000 | 1.87% | \$1,292,701 | 6.02% | \$272,000 | 1.35% | \$467,978 | \$824,723 | | |

Month 8

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 | December |
|---------|---|------------------------------|-------------|----------------|----------|
| | 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, January 27, 2025 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 | |
| MARV GRUNIG, TRUSTEE | JOHN PEYERL, CFO | |
| DR. MICHAEL FISHER, EX-OFFICIO | EMILY MASTERS, CHRO | |
| JULIE BRUGMAN, MT. LAKE ADVISORY MEMBER | | |
| Chairperson (or Acting Chairperson) | Rick Frederickson, Acting 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 Acting Chairperson | Rick Frederickson |
| Minutes | Approve minutes from the regular Committee meeting of December 23, 2024 (<i>Committee Motion</i>) | Rick Frederickson |
| 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 | Dr. Blue |
| Donation Request | Windom School | Emily Masters |
| Data Analytics | Introduction Chad Gerhold | John Peyerl |
| <i>Other</i> | | |
| CONCLUSION | | |
| | Conclude Professional Practice Quality & Planning Committee meeting | Rick Frederickson |

Windom Area Health Professional Practice | Quality & Planning Committee Meeting 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, December 23, 2024 4:00-4:30 pm Large Conference Room |
| MEMBERS: | SHELBY MEDINA, CEO | Present: Terry Tegels, Kay Gross, Rick Frederickson, Julie Brugman, Shelby Medina, Dr. Dan Blue, John Peyerl, Emily Masters, Monica Huber Absent: Dr. Michael Fisher Others: Dave Rogers, VP Sanford Health Network |
| 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, 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 November 25, 2024, as presented (Brugman/Frederickson). | Terry Tegels |

| FOLLOW-UP ITEMS | | | | |
|---|---|-----------------------------|-----------------------------|------------------------|
| | Review medical staff credentialing, upon recommendation from WAH Medical Staff: | | | |
| Medical Staff Credentialing Medical Staff Meeting Update | APPOINTMENTS: | | | Dr. Blue Dr. Buhler |
| | 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 | | |
| AVEL ECARE APPOINTMENTS: | | | | |

| | | |
|-----------------------------|---|---------------|
| | <p><u>VRAD APPOINTMENTS:</u> <u>VRAD REAPPOINTMENTS:</u> Jonathon Bold, M.D. Teleradiology Telemedicine Snehal More, M.D. Teleradiology Telemedicine Michael Novick, M.D. Teleradiology Telemedicine</p> <p><u>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</u> Charlotte Rogers, M.D. Burn Care Telemedicine</p> <p><u>RESIGNATIONS:</u> Scott Baginski, M.D. Teleradiology Telemedicine Timothy Klassen, CRNA Pain Allied Health Professionals</p> <p>Medical Staff Meeting Update: Reviewed the MVA that took place and reported how the staff truly stepped up to the occasion. The exceptional care provided during the mass casualty incident was remarkable and many of those involved recognized this effort. Discussed how we can use the Telegraph program in other areas.</p> | |
| Provider Onboarding Process | <p>Update on Progress</p> <ul style="list-style-type: none"> • Drs Kamlitz and Stormont have been successfully onboarded and are beginning with a positive outlook. • We have new NP that will start in the hospitalist program. • The contract STATUS has been negotiated, allowing for the use of our contracted providers in ED • Discussions regarding future renovations will happen in January. • The chambers in Wound Center are expected to be operational again by February. | 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**

January 27, 2025

APPOINTMENTS:

| | | |
|---------------------|--------------------|-----------------------------|
| Ashley Hanson, CRNA | Anesthesiology | Allied Health Professionals |
| Peter Olsen, MD | Emergency Medicine | Emergency Services |

REAPPOINTMENTS:

| | | |
|------------------------|---------------------|-----------------------------|
| Teresa Person, M.D. | Emergency Medicine | Emergency Services |
| April Quigley, PA-C | Orthopedic (Botker) | Allied Health Professionals |
| John Reinschmidt, M.D. | Radiology | Consulting |

ADDITIONAL PRIVILEGE REQUEST:

| | | |
|----------------------|-----------------------|----------|
| Gavin Stormont, M.D. | Telehealth Privileges | Courtesy |
|----------------------|-----------------------|----------|

AVEL ECARE SCHEDULE1 APPOINTMENTS:

| | | |
|-----------------------|-----------------|--------------|
| Ellena Boddie, M.D. | Telehospitalist | Telemedicine |
| Susan Yankovich, M.D. | Telehospitalist | Telemedicine |

VRAD APPOINTMENTS:

| | | |
|-----------------------|---------------|--------------|
| Lawrence Briggs, M.D. | Teleradiology | Telemedicine |
| Cierra McNair, M.D. | Teleradiology | Telemedicine |
| Gregg Sydow, M.D. | Teleradiology | Telemedicine |

VRAD REAPPOINTMENTS:

SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):

| | | |
|-------------------|-----------|--------------|
| Erica Tauck, M.D. | Neurology | Telemedicine |
|-------------------|-----------|--------------|

RESIGNATIONS:

| | | |
|-----------------------|---------------------|-----------------------------|
| Raymond Allen, M.D. | Cardiology | Consulting |
| Kirk Brown, M.D. | Telehospitalist | Telemedicine |
| Thuyanh Culver, D.O. | Telehospitalist | Telemedicine |
| Yaser Dawod, M.D. | Telehospitalist | Telemedicine |
| Richard Lowry, OPA-C | Orthopedic (Botker) | Allied Health Professionals |
| Kartja Krishnan, M.D. | Teleradiology | Telemedicine |

DECEMBER COMMENTS

- Ambulatory Surgery Our nurse Erica was absolutely amazing, and both nurses were all really good, and so is my doctor Steph Beuler.
- Ambulatory Surgery Michelle and the nursing staff were wonderful. I came to hospital dehydrated as I was prepped for colonoscopy. I am hypotensive and knew that I was a bit dizzy and "on the edge". I told them when i needed to get my feet up and they handled my 70/40 very kindly. I appreciate that as this is not something I can control and they were all just so kind
- Ambulatory Surgery Brook is an excellent staff member! She was personable and encouraging but efficient and professional. I appreciated having her care for me!
- Clinic Hi, yes, I enjoyed my visits. I had a great deal of help with both the doctor and the nurses. And I might have pressed the wrong button on a couple of these questions, but I definitely am positive with all my answers toward them and I'm thankful for their care and effort and patience with me. So thanks again. Bye.
- Clinic She was very disrespectful and she wanted to fight and she tried to intimidate me. She's no good at her job.
- Clinic I was very happy with my date, but I would like to have a date when my surgery could be done for my hip. Otherwise, I'm very well pleased. Thank you.
- ED The nurse that I had was fantastic.
- ED Dr was very Grate (Excellent) and the nurses were very good.Thank You.
- ED I was pleased about the quick attention I received from the "receiving" nurse. She was thorough and treated my questions with dignity.
- ED The radiologist, the one that took the x-rays on my foot, was very rough with me. And I mean, when he went to move my foot, he just kind of yanked it, and I just yelled. My husband was down the hall, and he had said he could hear me. But, you know, I told him, I said, that hurts, and he didn't even say anything. Didn't say, I'm sorry, nothing. You know, I just think he was very rude. He was called in, probably didn't like it.
- ED My visit with Wyndham Area ER was very, very good. All of the nurses were wonderful. The only issue I had was when it was time for me to leave. It was 7 o'clock and there was a shift change. I had been discharged, given my papers, asked to use the restroom first before I got dressed. Came back to my room, sent a quick text off to family, and the new nurse coming in at 7 p.m. walked into my room, did not introduce herself, said nothing more really than, I need you to get dressed and go to the waiting room. We need your room. And I said, okay, I'm just finishing this text. And she said, no, I need you to do it right now. Now, I was there because I was very ill. I went ahead and I got dressed. My nurse from the day came back in to check on me, make sure I was ready to go. She was very kind. But then the new nurse coming in at 7 p.m. came back in

DECEMBER COMMENTS

again and told me I needed to go to the waiting room because she needed my room for another patient.

ED All the staff were kind and understanding

ED Thank you for the great care in the ER!

ED good people

ED I had very good care. The nurse was very compassionate and very helpful. The ER doctor was knowledgeable and helped me get faster recovery!

ED We are VERY lucky to have our hospital and ER units

Imaging I just wanted to say that I thought that the staff did an excellent job at answering my questions and giving good explanations ahead of time as to what to expect, and I really appreciated that. So thank you so much.

Imaging Good experience

Imaging Very uneventful which is good

Imaging Service was excellent!

Imaging Becky was absolutely professional & awesome.

Imaging The radiologist did not tell me what the doctor was looking for and what she was looking at. She spent most of the time on my thyroid and not on the side of my neck where it hurts. She spent about 30 seconds on my neck. I don't have pain in my chest. I have pain in my neck. And I told her that and she didn't say a thing. I wasn't pleased with that visit at all.

Imaging The truck where the MRI was taken was very chilly and they were kind enough to give me a blanket to make sure I was comfortable. So they made sure I was comfortable during the test.

Imaging I was pleased with the people who did the test. However, I'm very disappointed that I have not yet heard a word, gotten any feedback or any response to what was determined by my having this test. I've heard nothing. And I do not appreciate that, that nothing, and I don't know how to get any information from anybody. That is makes me disappointed.

Imaging none

Inpatient Everyone is kind and knowledgeable. Always courteous.

Inpatient Treated with the best care from the nurses and Doctor I the morning.

Inpatient The nurses were especially kind and efficient. It was nice to be able to be treated in my hometown. I can't say enough good things about the nurses, they were great.

DECEMBER COMMENTS

| | |
|------------|--|
| Inpatient | Awesome care provided to me and my family from the moment we walked in to the moment we left the hospital. Everyone worked as a team and the outcome couldn't have been better. Thanks to all! |
| Inpatient | Every single department that assisted in my care, was always kind, courteous, compassionate + knowledgeable. I am forever grateful for the care I received. WAH is a wonderful healthcare facility! Leaders should be very proud of the staff they have! The very best! |
| Inpatient | The hospital staff (everyone) was fantastic. |
| Inpatient | It was wonderful. Although I was very sick, was treated with dignity & respect by all staff. My doctors explained a lot of tests & findings and referred me to specialists. Dear Sanford Health my only complaint was that the ambulance ride from Windom to Sioux Falls was so painful & uncomfortable. I wish they had oxygen to give me because breathing with that level of pain was very hard. The ER @ Sioux Falls did put me on oxygen. |
| Lab | They was so patient and very kindly. |
| Lab | Always efficient and professional. |
| Lab | Gina helped me pay for my lab as was leaving for the evening and Jill did an excellent job drawing my blood! I appreciate how fast and efficient everything was. |
| Lab | Checking in took longer than anticipated |
| Lab | The whole staff in the lab are very, very sweet and very, very kind. They always have a smile on their face and always welcoming, even though you're in there to get blood work done. They are still always fun to talk to. |
| Lab | A blood lab tech came to take blood and she was very rude. |
| Outpatient | I have received excellent care every time I had an appointment. Very happy and satisfied with the care I've had. |
| Outpatient | My checkup went very good. They all explained it to me about it, and it was very good and very, very polite. So that's all I can say. Were good nurses. |
| Outpatient | Always great staff. Feel like everybody cares about how you feel. Absolutely. A wonderful place to come feel very secure and what they tell you and your end. Results always make you feel like things are handled with care. |
| Outpatient | It was pleasant & efficiently done. I always enjoy my care when I visit that department. |
| Outpatient | Please get the bariatric chamber going |

DECEMBER COMMENTS

- PT, OT, ST PT knows what they are doing and always provides the correct treatment. The PT dept listens and are friendly.
- PT, OT, ST Yes, ***** here and I had Joel Riordon for physical therapy and he did a very good job explaining things and showed me some stretches or exercises that would help with my sciatica pain and I'm doing that now for several days and I seem to be getting good results. Thank you.
- PT, OT, ST The staff are excellent!
- PT, OT, ST Diagnosed problem. Recommend solutions that will work.
- PT, OT, ST Joel was great at my initial PT appointment. He explained everything to me, listened to my questions, and was very knowledgeable.
- PT, OT, ST Sarah Smith was so sweet, and very thorough
- PT, OT, ST Ike and team are the best!!
- PT, OT, ST My therapist Ikedoes a great job of explaining each exercise task and reason for doing it! The results have spoken for themselves!
- PT, OT, ST Joel has been excellent in helping me recover from a torn meniscus. I expect to soon reach my goals that I set for myself on Day 1. Windom Area Health PT is the very best.



Foundation

FOUNDATION BOARD OF DIRECTORS MEETING

TUESDAY, JANUARY 28, 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 *Kay Gross*

- II. ****APPROVAL OF AGENDA** *Kay Gross*

- III. ****FOUNDATION MEETING MINUTES** *Kay Gross*
 - Approve minutes from regular meeting on December 17, 2024

- IV. **BUSINESS ITEMS**
 - Mission Moment *Katie Greener*
 - ****Approve Financial Statement** *Katie Greener*
 - Events & Happenings Recap *Katie Greener*
 - Volunteer Hours *Katie Greener*

- V. **NEW ITEMS**
 - Education Fund – 2025 Scholarship Round *Katie Greener*
 - Ask for Anything Grants plan *Katie Greener*
 - Farm & Home Show – March 8th *Katie Greener*
 - FY26 Fundraising & Strategic Planning *Katie Greener*
 - Interim Processes during Katie's leave *Brady Kerkman*
 - Board Terms *Katie Greener*

- VI. **NEXT MEETING DATE/TIME – February 25, 2025**

- VII. ****MEETING ADJOURNED** *Kay Gross*

**WINDOM AREA HEALTH FOUNDATION
FOUNDATION BOARD MEETING MINUTES
DECEMBER 17, 2024, AT 5:00 P.M. IN LARGE CONFERENCE 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, Monica Huber, Scott Peterson

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 DECEMBER 17, 2024 FOUNDATION AGENDA AS PRESENTED (KG/TT).

FOUNDATION MINUTES

M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE NOVEMBER 19, 2024 REGULAR MEETING AS PRESENTED (DO/KG).

GUEST PRESENTATION

Police Chief Scott Peterson presented a request for the Mental Health Fund, for Crisis Intervention Training to equip an officer to train staff in-person.

BUSINESS ITEMS

Mission Moment

The group shared examples of our mission in action in the community: the positive feedback from the Veterans Day program, the recent multi-agency response in an emergency situation, and the collaboration that went into a successful Giving Tree program.

****Approve Financial Statement**

The group reviewed the financial statements as presented.

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

Senior Team Update

Monica Huber, member of Senior Team who provides leadership in the Nursing Department, shared organizational updates. She shared about the positive reception of new general surgeon Dr. Kendra Kamlitz, and new contract urologist Dr. Gavin Stormont. April 1 is the goal date for the Medical Building opening, and WAH is rolling out a facility-wide customer experience improvement initiative focusing on "touchpoint standards."

****Mental Health Fund Applicant**

The group reviewed Scott Peterson's request on behalf of the Windom Police Department for \$1,800 to cover expenses for Crisis Response Intervention train-the-trainer training. The funds would be expended sometime in early 2025, whenever the next training in the metro takes place.

M/S/C UNANIMOUSLY TO APPROVE \$1,800 FOR THE POLICE DEPARTMENT MENTAL HEALTH FUND APPLICATION AS PRESENTED (KG/TT).

Giving Tree & First Baby Updates

Katie shared updates on the Giving Tree: 563 presents were given to 178 children, about the same numbers as last year. The Fire Department helped deliver gifts and sponsored 55 children. There was strong positive feedback in the community about this program, and there is room to improve or reimagine it in 2025.

Solicitation letters for the First Baby of the New Year were sent out before Thanksgiving. So far, 12 gifts are secured, 11 more are planning, and Katie is waiting for a call back on seven and will continue to follow-up with more; typically contributions come in at the last minute. Approximately 70 letters were sent out to local businesses and agencies. Katie estimated we will receive around \$1,500 in value of contributions for this project.

Volunteer Hours

Board members added their hours to the spreadsheet.

NEW ITEMS

Year-End Giving

Katie shared updates on touchpoints with donors. We are sitting at about a 70% donor retention rate and expect that number to slightly increase by the end of December. Katie's touchpoints have focused on donor stewardship and checking in with those who typically give a year-end gift.

2025 Event Updates

Brady shared updates about Maria Schneider; she is unable to participate in an event in 2025, so the Board needs to brainstorm a different event for next year. The group discussed some ideas of bands to bring in and connections they had. Brady also shared that discussion for naming rights with individuals/businesses has not resulted in major commitments. WAH will call the building the "Medical Building" for at least one year and remain open to naming rights. At the January and February meetings, the group will discuss strategic planning and event ideas again.

**"Boxing Out Cancer" Basketball Game Event

Katie is in touch with Jacob Johnson, who confirmed that a boys/girls basketball night on January 21st would be a great opportunity to have a presence there and raise awareness for cancer. The board agreed to move forward with involvement in this event.

The next Foundation Board Meeting will be held on January 28, 2025 in the Windom Area Health LCR. The Windom Area Health Foundation meeting was concluded by Katie Greener (Greg left early) at about 6:20pm.

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

KAY GROSS, WAH Foundation Secretary