



WINDOM AREA HEALTH

Mission Statement:

DEDICATED TO HEALTH

**GOVERNING BOARD OF DIRECTORS
MEETING BOOKLET**

Monday, February 24, 2025

Windom Area Health Governing Board of Directors Meeting AGENDA

Purpose: Provide governance for Windom Area Health

Date | Time | Location: **Monday, February 24, 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 January 27, 2025 	Dr. Michael Fisher
Board Education	<ul style="list-style-type: none"> Building/Grounds, Environmental Services 	Dean Martin
WAH Policy Review	Review & approve the following policy(ies): <i>(Board Motion)</i> <ul style="list-style-type: none"> Collection Policy 	John Peyerl
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 Review and recommend approval of Governing Board Bylaw change to Sec. 2.3-1; Appointed Directors <i>(Board Motion)</i> 	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> Review and recommend approval of Community Grant Program Resolution <i>(Board Motion)</i> Review and recommend approval of donation to Windom Area School Building Project <i>(Board Motion)</i> 	Rick Frederickson 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
Sanford Health Network	Informational updates	Dave Rogers, VP Sanford Health Network
WAH Foundation Board	<ul style="list-style-type: none"> WAH Foundation Board met on February 18, 2025 WAH Foundation meeting minutes from January 28, 2025 are included in the Board book. WAH Foundation update on happenings 	Dr. Michael Fisher
WAH Auxiliary	<ul style="list-style-type: none"> WAH Auxiliary met on February 10, 2025. WAH Auxiliary meeting minutes from January 13, 2025 are included in the Board book. 	Dr. Michael Fisher
OLD & NEW BUSINESS		
Old Business		Dr. Michael Fisher
New Business		Dr. Michael Fisher
CONCLUSION		
	Conclude WAH Governing Board meeting	Dr. Michael Fisher

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

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: Kay Gross, Justin Schmit, Dan Ortmann, Rick Frederickson, Marv Grunig, Dr. Buhler, Dr. Blue, Monica Huber, John Peyerl, Emily Masters		
Absent: Terry Tegels, Shelby Medina, Julie Brugman		
Others: Dave Rogers, Steve Nasby, Hilary Mathis, Brittany Schichtl, Danyelle Masters		
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	M/S/C Unanimously to approve Windom Area Health Governing Board minutes from the regular meeting of December 23, 2024 (Gross/Schmit)	Dr. Michael Fisher
New Board Appointment	Welcome Marv Grunig to WAH Professional Practice and Governing Board	Dr. Michael Fisher
Board Education	Brittany Schichtl, Surgery Supervisor and Danyelle Masters, Specialty Clinic Supervisor, presented on the surgical services offered and their roles within their departments.	Brittany Schichtl Danyelle Masters
WAH Policy Review	M/S/C Unanimously, upon recommendation for the WAH Governing Board to approve the following policy: • N/A	Dr. Michael Fisher

COMMITTEE REPORTS												
Professional Practice Quality & Planning Committee	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 (Frederickson/Schmit)											
	<p><u>APPOINTMENTS:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Ashley Hanson, CRNA</td> <td style="width: 33%;">Anesthesiology</td> <td style="width: 33%;">Allied Health Professionals</td> </tr> <tr> <td>Peter Olsen, MD</td> <td>Emergency Medicine</td> <td>Emergency Services</td> </tr> </table>	Ashley Hanson, CRNA	Anesthesiology	Allied Health Professionals	Peter Olsen, MD	Emergency Medicine	Emergency Services					
Ashley Hanson, CRNA	Anesthesiology	Allied Health Professionals										
Peter Olsen, MD	Emergency Medicine	Emergency Services										
	<p><u>REAPPOINTMENTS:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Teresa Person, M.D.</td> <td style="width: 33%;">Emergency Medicine</td> <td style="width: 33%;">Emergency Services</td> </tr> <tr> <td>April Quigley, PA-C</td> <td>Orthopedic (Botker)</td> <td>Allied Health Professionals</td> </tr> <tr> <td>John Reinschmidt, M.D.</td> <td>Radiology</td> <td>Consulting</td> </tr> </table>	Teresa Person, M.D.	Emergency Medicine	Emergency Services	April Quigley, PA-C	Orthopedic (Botker)	Allied Health Professionals	John Reinschmidt, M.D.	Radiology	Consulting		Dr. Blue Dr. Buhler
Teresa Person, M.D.	Emergency Medicine	Emergency Services										
April Quigley, PA-C	Orthopedic (Botker)	Allied Health Professionals										
John Reinschmidt, M.D.	Radiology	Consulting										
	<p><u>ADDITIONAL PRIVILEGE REQUEST:</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Gavin Stormont, M.D.</td> <td style="width: 33%;">Telehealth Privileges</td> <td style="width: 33%;">Courtesy</td> </tr> </table>	Gavin Stormont, M.D.	Telehealth Privileges	Courtesy								
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Gregg Sydow, M.D.	Teleradiology	Telemedicine										

	<p><u>VRAD REAPPOINTMENTS:</u> <u>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</u> Erica Tauck, M.D. Neurology Telemedicine</p> <p><u>RESIGNATIONS:</u> Raymond Allen, M.D. Cardiology Consulting Kirk Brown, M.D. Telehospitalist Telemedicine Thuyanh Cuiver, D.O. Teiehospitalist Telemedicine Yaser Dawod, M.D. Telehospitalist Telemedicine Richard Lowry, OPA-C Orthopedic (Botker) Allied Health Professionals Kartja Krishnan, M.D. Teleradiology Telemedicine</p> <p>Medical Staff Meeting Update: Positive feedback received from physicians regarding the new Medical Provider Group meetings. We are continuing efforts on the Telegraph program, which will serve as a communication tool for the physician group in the event of a mass casualty incident. Weekend coverage of in-house Hospitalist has gone well. Asking for feedback from medical staff on areas that need improvement.</p>	
<p>Finance Personnel Labor Relations Building & Grounds Committee</p>	<p>M/S/C unanimously to recommend approval to send 145 patient accounts totaling \$120,365.43 to AAA Collections, recommend approval for following Financial Assistance patient accounts: (Ortmann/Frederickson)</p> <ul style="list-style-type: none"> • Financial Assistance accounts approved for write-off amount to \$13,289.15 • FY2025 Year-to-Date, Financial Assistance approvals amount to \$138,722 on a budget of \$125,000. <p>M/S/C Unanimously to approve the following resignation/terminations: (Ortmann /Frederickson)</p> <ul style="list-style-type: none"> • Resignations: 1 HUC • 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) Net income from operations was \$244,686. New operating revenue was \$670,572 more than last December. December operating income was negative 8.02% compared to budgeted 0.56%. For the year, operating income is 3.15%, compared to budget of negative 0.29%.</p> <p>Inpatient activity was strong with 32 acute admissions and 72 inpatient days. Outpatient revenue was \$596,337 over budget and \$1,105,765 more than last December.</p> <ul style="list-style-type: none"> • Imaging procedures exceeded budget with 899 compared to budgeted 760 (last December: 678) • Laboratory tests were at 9,342 in December 1,008 less than budgeted. • 82 Surgical procedures in December, exceeded budget of 74. 11 were joint replacements with no robotic cases. • Rehab Therapy performed 1,738 modalities in December. 37 fewer than last year and 212 below budget of 1,950. 	
<p>Capital Acquisition Activity</p>	<p>No capital acquisition activity in December.</p>	
<p>Educational Assistance Applications</p>	<p>M/S/C unanimously to approve the Educational Assistance Application as presented: (Gross/Frederickson) Diana Lopez previously received \$2,052 in educational assistance. With a maximum allowance of \$3,500, she is now seeking the remaining balance of \$1,248 for her medical interpreter education.</p>	

New / Department Transfer Employees	2 New hires: Pharmacist & Medical Assistant 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	Nothing to add	Dr. Blue
Administration	M/S/C unanimously to approve committee meeting reports as presented (Gross/Fisher) Monica mentioned the addition of Inpatient Net Promoter Score and Facility Net Promoter Score to the dashboard.	Senior Management Team
City of Windom	Steve introduced Mayor Hillary Mathis to the board. Working with MNDOT to put up speed limit signs on Hwy 60-71 where the limits change. New ambulance is on the way and hired Building Inspector, Matt Fast.	Steve Nasby
Sanford Health Network	<ul style="list-style-type: none"> On the national level, we are watching for changes that impact healthcare and how pharmacy benefits managers negotiate drug pricing. We are transitioning from VRAD by April 1 Consider hospitals to receive reimbursement comparable to nursing homes for swing beds. Close to being ready to present the lease to the CEO and CFO. CEO evaluations take place in March. Evaluation forms will be given to board members. Please fill them out and return them by mail. The information collected will be presented to the board in March. 	Dave Rogers
WAH Foundation Board	<ul style="list-style-type: none"> Strategic planning in place as Katie prepares for maternity leave. Boxing Out Cancer raised \$300 Scott Peterson invited Katie to present the Mental Health Fund check for Crisis Intervention Training. 2024 tax summaries have been sent out. 	Kay Gross
WAH Auxiliary	Nothing to report.	Dr. Michael Fisher
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 February 18, 2025

WAH MISSION: *"Dedicated to Health"*

CHIEF EXECUTIVE OFFICER REPORT

- **Organizational Updates**

- Construction update: Metal Panels install continues. On fourth floor, the operable partition in the community room was installed along with continued install of the flooring. Second floor ceiling work continues with installation of light sensors, doors and casework, electrical finishes and solid surface counter tops. On first floor, drywall continues with taping and painting doors and walls and above ceiling electrical work.
- 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 / Federal Bills:
 - Continue to monitor progression of MHA's Direct Payment Program: A DPP is a federal approved mechanism for states to enhance provider payments, improving access to care and quality, through leveraging additional federal monies into a state's Medicaid program
 - Continue to monitor proposed changes to 340B program
 - Continue to monitor how DOGE changes to CDC, FDA, and HHS may impact services

- **Committee Meeting Updates**

- Infection Prevention: No Update Until Jan/Feb 2025
- Pharmacy and Therapeutics: Met January 28, 2025
 - ADE: INR>5 – 3 Ed
 - BS<50 – 0
 - Delirium review – none inappropriate
 - Medication variance – reviewed 2 good catch events, none reaching the patient
 - Recalls – one recall, one now available and one new
 - ASP Update: no issues or concerns with providers – 21 ASP interventions were discussed. Shared Sanford presentation summary regarding ABX pediatric best practices. This will be shared with full medical staff with recommended ED changes.
- Emergency Preparedness: Met December 18, 2024
 - Reviewed and discussed monthly life safety testing completed. Life safety plan drawings have been updated and Medical Building will be added upon completion. Updated fire extinguisher location and pull station drawings completed. Medical Building will be added to plan upon completion.
 - Paul Johnson, CC Emergency Manager, updated group on replacement options for ARMER radios and FEMA operations in response to June flooding.
 - Discussion around Cyber security and what WAH is doing to prevent issues

WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
As of February 20, 2025
WAH MISSION: "Dedicated to Health"

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was negative \$338,758 compared to a budget of \$15,000. Our net operating revenue was \$156,002 more than last January. January operating income is negative 12.34% compared to a budget percentage of 0.56%. For the year, operating income is 1.40% compared to a budget of negative 0.19%.

The volume of inpatient activity in January fell below budget expectations. The acute admissions were four less than last month and below the budgeted volume. Activity on the outpatient side produced volumes and revenues above budget expectations. Ninety percent of our gross revenues came from outpatient activity, which is significantly more than expected. Acute admissions totaled twenty-eight. Those twenty-eight admissions produced seventy-five inpatient days for an average daily census of 2.4. Outpatient gross revenue was \$570,856 more than budget and \$1,085,813 more than last January.

- Imaging procedure counts were nine procedures below budget. Imaging performed 751 procedures compared to a budget of 760. Last January, 733 procedures were performed.
- Laboratory volumes were more than budget expectations. Last fiscal year laboratory tests averaged about 10,140 in a given month. There were 11,038 in the month of January, which is 322 less than last January and 588 more than budget.
- Seventy surgical procedures were performed in January, which is four less than our budgeted number of seventy-four and twelve less than last January. Six of those surgeries were joint replacements. There was one robotic cases in January.
- Rehab Therapy performed 1,693 modalities in January, which was 181 less than last January. That is 570 less modalities than the budgeted number of 1,950.

Contractual adjustments came in at 51.96% for the month. Contractual adjustments were budgeted at 48.04%.

Overall, expenses were about \$420,000 over budget. Employee Salaries, Pharmaceuticals, Purchased Services, Supplies, and Purchased Services were categories that came in more than budget.

**WINDOM AREA HEALTH
GOVERNING BOARD EXECUTIVE SUMMARY
as of February 20, 2025
WAH MISSION: "Dedicated to Health"**

CHIEF NURSING OFFICER REPORT

Medical/Surgical/OB/Emergency Room:

- The refurb of the former WFMC space is complete and rooms are in use for med/surg and outpatient surgery patients.
- DON and PI/Risk/Quality Manager have started doing patient experience rounds on Med/Surg and OB patients. Feedback from patients and families has been positive overall.

PI/Risk/Quality:

- The mock MDH survey conducted by the Sanford Accreditation Team occurred on Feb. 19 & 20. We will receive an official report of findings in the near future. Based on guidance received during the survey and in the exit conference, process and policy changes will begin to be instituted immediately as appropriate. The survey team was very complimentary of many aspects of the organization to include administrative and staff engagement, cleanliness and overall quality of care.
- Department managers are being educated about accessing NRC patient experience data pertinent to their departments. The data will be used to inform efforts to improve patient experience.

MHA Safety Data for Jan., 2025:

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

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

as of February 18, 2025

WAH MISSION: *“Dedicated to Health”*

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - RN
 - Surgical Tech
 - Accounting Manager/Controller
 - CNRA (employed or contract)
 - Mental Health Therapist
 - CMA/LPN – Specialty Clinics
 - Health Unit Coordinator
 - Environmental Services Tech (FT & PT)
 - Speech Therapist – Full Time & PRN
 - Clinical Nurse Coordinator
 - Patient Access Rep
 - OBGYN
 - Coder
 - Digital Marketing/Events Coordinator

We will be moving to a new HR/Payroll system in 2025 and away from the Sanford provided systems. Two systems were vetted and Paylocity will be the vendor we implement in 2025, with a target date of July 1.

Community Health/Mental Health/Wellness Center

- We are applying for a grant for Mental Health (board resolution needed).
- Wellness staff are busy planning for equipment needs for the new gym space.

Marketing/PR/Business Development

- New billboards will be put up for OBGYN and Urology this month and we have secured an additional billboard location on I-90 as you exit to Worthington (for surgical services).
- Full page print ads are running for General Surgery, Urology and OBGYN.
- The Pulse will begin having monthly trivia question with a give away item to increase viewership and to promote watching the entire episode.
- Meet & Greet with Dr. Stormont and Sanford was last week, and a meeting with Avera is scheduled for 3/18.
- The BEAT will be in the 2/28 Shopper.

Foundation/Auxiliary

- Annual scholarship applications are available for students pursuing healthcare careers.
- A mailing campaign will occur in March raising funds for the Education/Scholarship fund.
- The Bake/Balloon Sale was held on 2/14, with proceeds going towards should replacement equipment.

Sponsorships/Donations

- Sunset Hospice Cottage Banquet, \$200
- Windom Figure Skating Ice Show, \$500, Sponsorship for Ice Show.
- Door Prizes for Westbrook Community Center, proceeds to fund pool repairs
- City of Mountain Lake: \$4,000 - towards pickleball and water misters

Committee Meetings

- **Employee Focus:** Surgery planned a Superbowl party/lunch on Feb 7th.
- **Patient & Family Advisory Committee:** Met 2/5/25. We discussed the need for more railings in the main hallway. Members provided feedback on implementation of the WAH Way, with phone greetings and hallway friendliness. More work is needed, some members will be utilized for a secret shopper effort. Artwork for the new building was discussed, and members favor local photography and art, focusing on nature. Some names of local artists were shared.
- **Safety:** No report, next meeting 4/8/25.
- **Safe Patient Handling:** No report, next meeting 4/8/25.

Proposed Governing Board Bylaw change to section 2.3-1 Appointed Directors

Original Language:

2.3-1 Appointed Directors

At their April meeting, the members of the City Council appoint individuals to fill the then-existing vacancies on the board. Each appointed director holds office for a term of three years and until his/her successor is duly appointed and qualified, unless he/she sooner resigns or is removed pursuant to Section 2.4 or Section 2.7. Directors may hold no more than three consecutive full terms.

Proposed Language:

2.3-1 Appointed Directors

At their April meeting, the members of the City Council appoint individuals to fill the then-existing vacancies on the board. Each appointed director holds office for a term of three years and until his/her successor is duly appointed and qualified, unless he/she sooner resigns or is removed pursuant to Section 2.4 or Section 2.7. Directors may hold no more than five consecutive full terms.

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	0 Gyn	1 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	n/a			
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	n/a			
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	n/a			
Inpatient Net Promoter Score	72.4%	n/a	n/a	n/a	n/a	n/a	n/a	n/a	80% 5	n/a			
Facility Net Promoter Score	75.5%	n/a	n/a	n/a	n/a	n/a	n/a	75.4% 171	74.8% 143	n/a			
Wound Center Overall Patient Satisfaction	>92%	97.59%	98.61%	89.64%	97.17%	94.52%	93.49%	n/a	100%	n/a			
QUALITY													
Falls per 1000 Patient Days	0	n/a	0	n/a	n/a	n/a	6	n/a	n/a	n/a			
Patient Falls with Injuries	0	n/a	0	n/a	n/a	n/a	0	n/a	n/a	n/a			
Hand Hygiene	100%	n/a	100%	n/a	n/a	n/a	99.4%	n/a	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	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	n/a			
Communication with Nurses	89%	n/a	86.7% 20	n/a	n/a	n/a	89.4% 22	n/a	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	n/a			
Readmission within 30 days	<5%	n/a	2%	n/a	n/a	n/a	2%	n/a	n/a	n/a			
Wound Center Patient Healing Rate	>92%	97.96%	89.47%	81.67%	92.98%	76.79%	100%	96.67%	93%	96.72%			
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%	1.40%			
Days in Accts Receivable	<53	63.08	56.37	58.08	53.97	56.37	48.82	46.21	54.37	53.35			
Days Cash on Hand	>150	247	228	221	218	192	179	214	199	186			
GROWTH													
Surgeries to Budget	71	65	58	56	89	71	77	81	82	83			
Wound Center New Patients	23	30	27	39	26	25	33	34	24	31			
Wound Center Encounters	135	266	238	326	296	228	253	247	257	294			
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	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, February 24, 2025 | 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): Dan Ortmann, Acting 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 Acting Chairperson	Dan Ortmann
Minutes	Approve minutes from regular Committee meeting of January 27, 2025 (<i>Committee Motion</i>)	Dan Ortmann
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		
School Donation Request	Review Donation Proposal	Shelby Medina
Facilities Area Remodel	Review proposal	John Peyerl
NEW/CURRENT ITEMS		
Governing Board Bylaw Change	Proposed Governing Board Bylaw change to Sec. 2.3-1; Appointed Directors	Shelby Medina
Community Grant Program Resolution	Review Resolution (<i>Committee Motion / Board Motion</i>)	Emily Masters
<i>Other</i>		
CONCLUSION		
	Conclude Finance Personnel Labor Relations Building & Grounds Committee meeting	Dan Ortmann

**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, January 27, 2025 | 4:30-5:15 pm | Large Conference Room

MEMBERS:	SHELBY MEDINA, CEO	Present: Dr. Fisher, Dan Ortmann, Kay Gross, Justin Schmit, John Peyerl, Emily Masters, Dr. Blue, Monica Huber Absent: Terry Tegels, Shelby Medina, Julie Brugman Others: Chad Gerhold, 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 December 23, 2024, as presented (Ortmann/Gross).	Justin Schmit
Collections & Financial Assistance	M/S/C unanimously to recommend approval to send 145 patient accounts totaling \$120,365.43 to AAA Collections, recommend approval for following Financial Assistance patient accounts: (Ortmann/Gross) <ul style="list-style-type: none"> Financial Assistance write-off amount to \$13,289.15 FY2025 Year-to-Date, Financial Assistance approvals amount to \$138,722 on a budget of \$125,000. 	John Peyerl
Employee Resignations & Terminations	M/S/C Unanimously to approve the following resignation/terminations: (Gross/Fisher) Resignations: 1 HUC No terminations	Emily Masters

FOLLOW-UP ITEMS

Data Analytics	John introduced Chad Gerhold. Chad shared WAH's strong performance over the past few years in a small rural population based on data from the MN Hospital Association. This information is beneficial for comparison and has influenced decisions like hiring Dr. Stormont. The data will help establish benchmarks and ensure long-term sustainability by considering where our patients come from and local community needs.	John Peyerl
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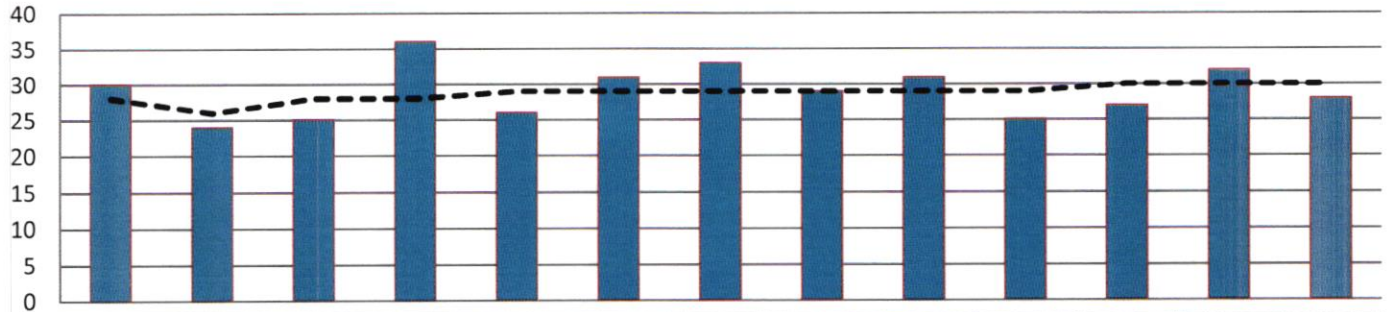
NEW | CURRENT ITEMS

Donation Request	We received a naming rights proposal from WAHS for their Athletic Sports and Fine Arts Complex. They're seeking private donations before they request bond referendum. \$3 million donation for naming rights. We have partnered in the past for scoreboards, CTE building. There are a couple anticipated donation requests coming from City of Mt. Lake and Mt. Lake Christian school. It was decided to send this request to Senior Team to present a proposal to committee. Kay Gross stated that the Meals on Wheels program might be discontinued due to difficulties in finding a budget-friendly venue for meal preparation and packaging. It was suggested that WAH consider using the cafeteria to support this initiative.	Emily Masters
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Facilities Area Remodel	John states he is working on a proposal to remodel the existing wellness studio and fitness center into a space that includes a facilities shop, laundry area, medical records storage, housekeeping, hazardous materials waste and storage. Improve the materials and receiving area, as the current setup is inefficient. The new design would allow delivery trucks to offload directly into the receiving area rather than through the hallway. This remodel will be an extension/change order of the current project. We received a rough estimate for \$500,000 and discussions are ongoing.	John Peyerl
Other		
CONCLUSION		
	Chairperson, Justin Schmit, concluded the Finance Personnel Labor Relations Building & Grounds Committee meeting.	Justin Schmit

ADMISSIONS

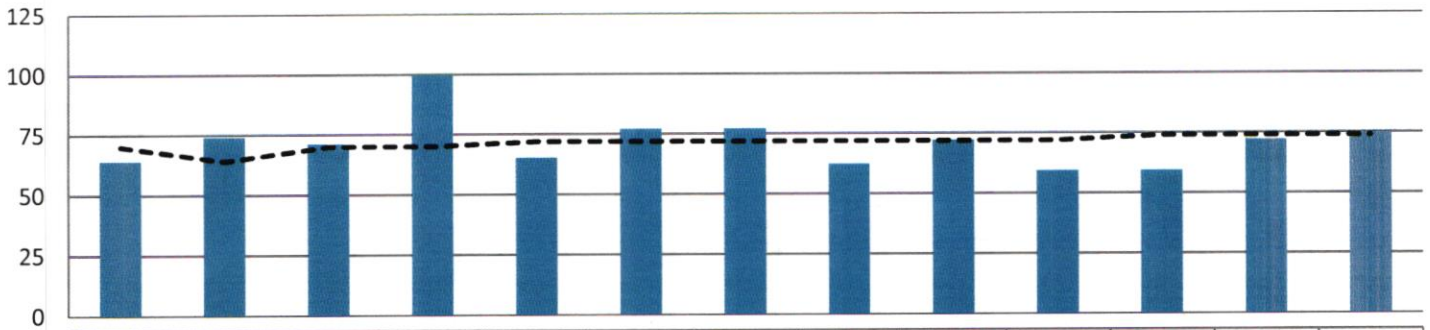
Admissions Budget



	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
Admissions	30	24	25	36	26	31	33	29	31	25	27	32	28
Budget	28	26	28	28	29	29	29	29	29	29	30	30	30

PATIENT DAYS

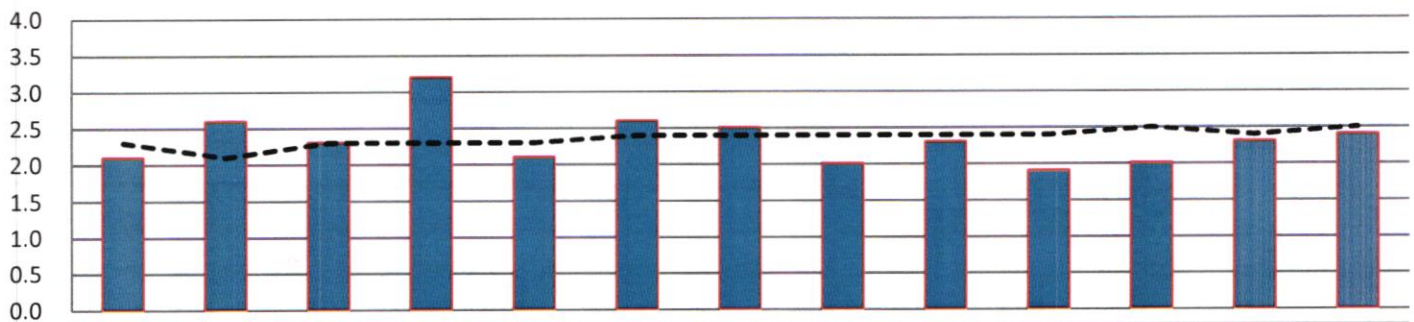
Pt Days Budget



	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
Pt Days	64	74	71	100	65	77	77	62	72	59	59	72	75
Budget	70	64	70	70	72	72	72	72	72	72	74	74	74

AVERAGE PATIENTS PER DAY

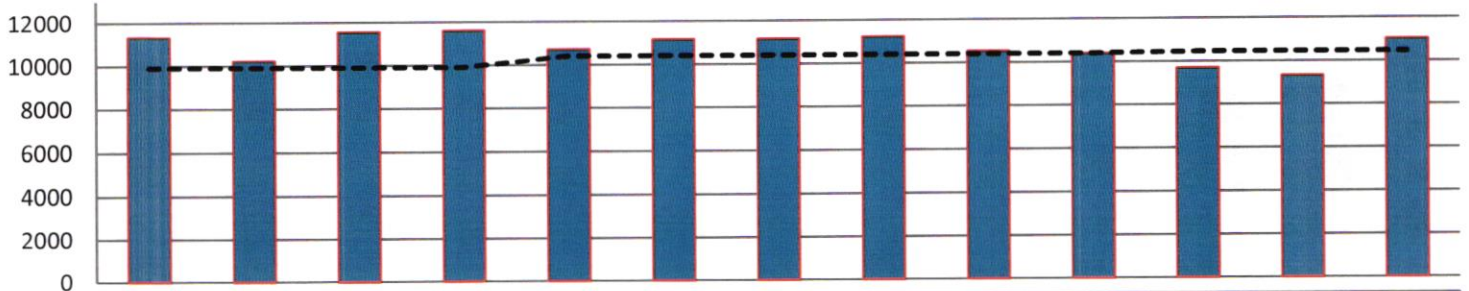
Avg Pt/Day Budget



	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
Avg Pt/Day	2.1	2.6	2.3	3.2	2.1	2.6	2.5	2.0	2.3	1.9	2.0	2.3	2.4
Budget	2.3	2.1	2.3	2.3	2.3	2.4	2.4	2.4	2.4	2.4	2.5	2.4	2.5

LAB PROCEDURES

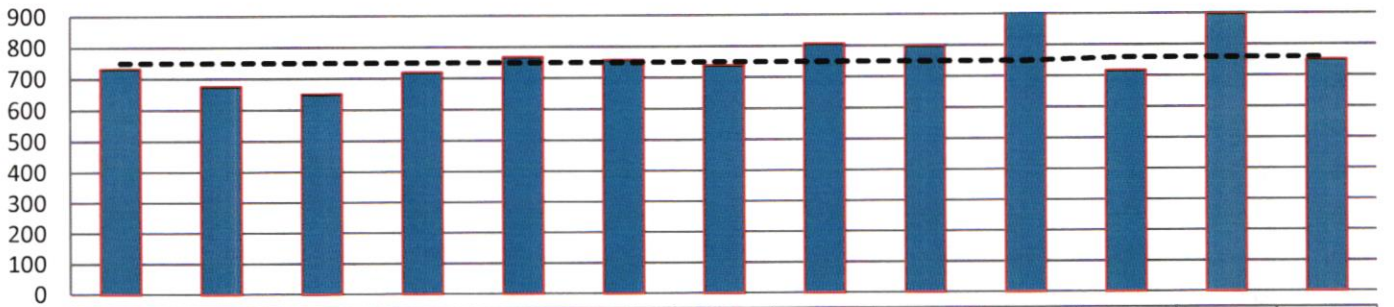
Lab Proc Budget



	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
Lab Proc	11360	10249	11588	11630	10737	11178	11173	11256	10535	10407	9719	9342	11038
Budget	9900	9900	9900	9900	10400	10400	10400	10400	10400	10400	10450	10450	10450

IMAGING PROCEDURES

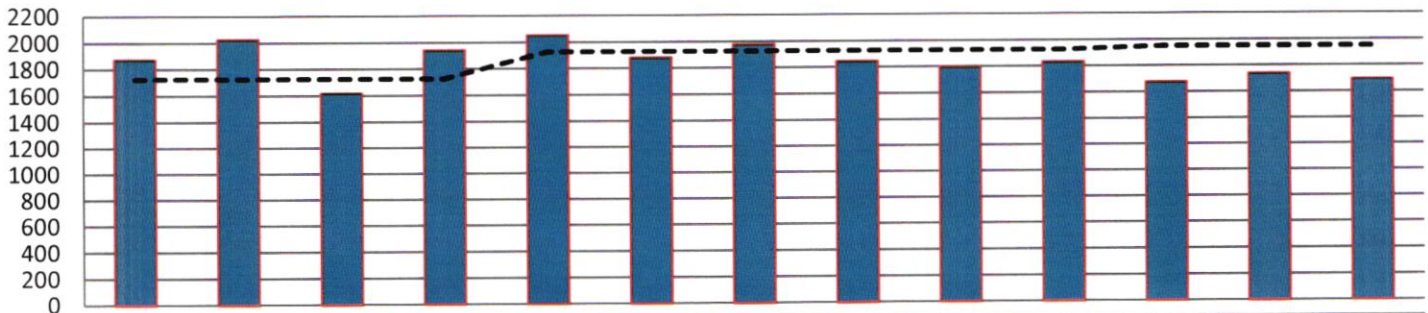
Imaging Proc Budget



	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
Imaging Proc	733	676	651	719	768	758	739	807	799	906	717	899	751
Budget	750	750	750	750	750	750	750	750	750	750	760	760	760

REHAB MODALITIES

Rehab Modalities Budget



	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25
Rehab Modalities	1874	2027	1621	1942	2054	1882	1978	1847	1797	1835	1674	1738	1693
Budget	1725	1725	1725	1725	1925	1925	1925	1925	1925	1925	1950	1950	1950

WINDOM AREA HEALTH
INCOME STATEMENT

	1/31/2025	Revenue		Revenue		Revenue		Revenue		January	\$ Change	% Change
	1/31/2025	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	\$559,664	9.87%	\$825,000	16.18%	\$7,340,189	15.63%	\$7,125,000	16.18%	\$7,446,771	(\$106,582)	-1.4%	
Outpatient Revenue	\$5,111,192	90.13%	\$4,275,000	83.82%	\$39,607,115	84.37%	\$36,900,000	83.82%	\$33,586,501	\$6,020,614	17.9%	
Total Patient Revenue	\$5,670,856	100.00%	\$5,100,000	100.00%	\$46,947,304	100.00%	\$44,025,000	100.00%	\$41,033,272	\$5,914,032	14.4%	
Contractual Adjustments	\$2,946,450	51.96%	\$2,450,000	48.04%	\$22,941,819	48.87%	\$21,500,000	48.84%	\$19,938,712	\$3,003,107	15.1%	
Other Income	\$20,364	0.36%	\$25,000	0.49%	\$196,502	0.42%	\$225,000	0.51%	\$212,436	(\$15,934)	-7.5%	
NET OPERATING REVENUE	\$2,744,770	100.00%	\$2,675,000	100.00%	\$24,201,987	100.00%	\$22,750,000	100.00%	\$21,306,996	\$2,894,991	13.6%	
EXPENSE												
Employee Salaries	\$1,259,662	45.89%	\$1,110,000	41.50%	\$9,385,153	38.78%	\$9,420,000	41.41%	\$7,743,117	\$1,642,036	21.2%	
Employee Benefits	\$338,971	12.35%	\$315,000	11.78%	\$2,796,849	11.56%	\$2,742,000	12.05%	\$2,382,696	\$414,153	17.4%	
Pharmaceuticals	\$190,007	6.92%	\$120,000	4.49%	\$1,277,748	5.28%	\$995,000	4.37%	\$958,175	\$319,573	33.4%	
Supplies	\$257,025	9.36%	\$195,000	7.29%	\$1,789,342	7.39%	\$1,710,000	7.52%	\$1,659,096	\$130,246	7.9%	
Rents & Utilities	\$37,995	1.38%	\$35,000	1.31%	\$290,037	1.20%	\$303,500	1.33%	\$297,597	(\$7,560)	-2.5%	
Purchased Services	\$627,126	22.85%	\$535,000	20.00%	\$5,000,396	20.66%	\$4,545,000	19.98%	\$5,182,213	(\$181,817)	-3.5%	
Other Direct Expenses	\$141,057	5.14%	\$145,000	5.42%	\$1,235,123	5.10%	\$1,252,500	5.51%	\$1,199,329	\$35,794	3.0%	
Provision for Bad Debts	\$97,236	3.54%	\$55,000	2.06%	\$792,312	3.27%	\$495,000	2.18%	\$573,489	\$218,823	38.2%	
Depreciation	\$123,560	4.50%	\$135,000	5.05%	\$1,135,875	4.69%	\$1,195,000	5.25%	\$1,165,498	(\$29,623)	-2.5%	
Interest Expense	\$10,889	0.40%	\$15,000	0.56%	\$161,094	0.67%	\$135,000	0.59%	\$107,848	\$53,246	49.4%	
Total Operating Expense	\$3,083,528	112.34%	\$2,660,000	99.44%	\$23,863,929	98.60%	\$22,793,000	100.19%	\$21,269,058	\$2,594,871	12.2%	
Income (loss) From Operations	(\$338,758)	-12.34%	\$15,000	0.56%	\$338,058	1.40%	(\$43,000)	-0.19%	\$37,938	\$300,120		
Investment Income	\$51,435	1.87%	\$30,000	1.12%	\$508,549	2.10%	\$320,000	1.41%	\$489,514	\$19,035		
Other Revenue/(Expenses)	\$4,838	0.18%	\$5,000	0.19%	\$163,609	0.68%	\$45,000	0.20%	\$35,534	\$128,075		
Non Operating Rev/Exp	\$56,273	2.05%	\$35,000	1.31%	\$672,158	2.78%	\$365,000	1.60%	\$525,048	\$147,110		
Increase in Net Assets	(\$282,485)	-10.29%	\$50,000	1.87%	\$1,010,216	4.17%	\$322,000	1.42%	\$562,986	\$447,230		

**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	January
	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)	Draeger	Maj Mov	86,127		
	Monitor for Anesthesia Machine IntelliVue MX550	Philips	Maj Mov			25,898
	NXT Go with Cart Urodynamics System for Urology/Gynecology	Laborie Medical Tech	Maj Mov			33,990
	Rigid Cystoscope for Urology Procedures/Biopsies	Olympus	Maj Mov			14,860
	Total			380,293	-	74,748

Total YTD Capital Acquisitions 668,579

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, February 24, 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 January 27, 2025 (<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
Governing Board Bylaw Change	Proposed Bylaw Change to Sec. 2.3-1; Appointed Directors	Shelby Medina
<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, January 27, 2025 4:00-4:30 pm Large Conference Room
MEMBERS:	SHELBY MEDINA, CEO	Present: Marv Grunig, Justin Schmit, Rick Frederickson, John Peyerl, Emily Masters, Dr. Blue, Monica Huber, Dr. Fisher, Dr. Buhler Absent: Terry Tegels, Shelby Medina, Julie Brugman Others: Chad Gerhold, Dave Rogers
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	Acting Chairperson Rick Frederickson called the Professional Practice/Quality & Planning Committee meeting to order at 4:00 pm.	Rick Frederickson
Minutes	M/S/C Unanimously to approve committee minutes from the regular meeting of December 23, 2024, as presented (Frederickson/Grunig).	Rick Frederickson

FOLLOW-UP ITEMS			
Medical Staff Credentialing	Review medical staff credentialing, upon recommendation from WAH Medical Staff:		
	APPOINTMENTS:		
	Ashley Hanson, CRNA	Anesthesiology	Allied Health Professionals
	Peter Olsen, MD	Emergency Medicine	Emergency Services
Medical Staff Meeting Update	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:		
	Lawerence Briggs, M.D.	Teleradiology	Telemedicine
	Cierra McNair, M.D.	Teleradiology	Telemedicine
	Gregg Sydow, M.D.	Teleradiology	Telemedicine

	<p><u>VRAD REAPPOINTMENTS:</u></p> <p><u>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</u> Erica Tauck, M.D. Neurology Telemedicine</p> <p><u>RESIGNATIONS:</u> 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</p> <p>Medical Staff Meeting Update: Positive feedback received from physicians regarding the new Medical Provider Group meetings. We are continuing efforts on the Telegraph program, which will serve as a communication tool for the physician group in the event of a mass casualty incident. M/S/C unanimously to recommend approval of the credentialing list to the governing board, as presented (Schmit/Grunig).</p>	
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NEW/CURRENT ITEMS

<p>Provider Onboarding Process</p>	<p>Update on Progress</p> <ul style="list-style-type: none"> Jennifer Krieg, PA-C, will begin on February 3. She will onboard during her first week at WAH and then will receive training at OFC with Dr. Botker. Tabitha Bosire had a successful first weekend as a Hospitalist. 	<p>Dr. Blue</p>
<p>Donation Request</p>	<p>We received a donation request from the WAHS for Athletic Sports and Fine Arts Complex. They are first looking for private donations to determine amount they can receive before they request bond referendum. \$3 million donation for naming rights, smaller donations will be recognized but will receive less exposure. Payments can be spread over three years. We have previously contributed to the school for scoreboards, CTE building. Dave Rogers mentioned Sanford also received a donation request and will consult with WAH if they decide to make a donation. Emily shared there are a few other donation requests to anticipate:</p> <ul style="list-style-type: none"> City of Mt. Lake may request funds for their active living project that includes plans for a pickle ball court, splash pad, and more. Mt. Lake Christian School may request funds for their daycare center. This request may not be as large but we also should consider that they do not take on debt and need the funds before they move forward with the project. <p>WAHS donation request seems like a worthy project and committee asked that the Senior Team propose an amount to the committee for consideration.</p>	<p>Emily Masters</p>
<p>Data Analytics</p>	<p>John introduced Chad Gerhold to the board. Chad shared WAH's strong performance in a small rural population based on data from the MN Hospital Association. This information is beneficial for past comparison and has influenced decisions like hiring Dr. Stormont. The data will help establish benchmarks and ensure long-term sustainability by considering where our patients come from and local community needs.</p>	<p>John Peyerl</p>

CONCLUSION

	<p>Acting Chairperson Rick Frederickson concluded the Professional Practice/Quality & Planning Committee meeting.</p>	<p>Rick Frederickson</p>
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Statement of Confidentiality: Records, data, and knowledge, including minutes collected for and by individuals or committees, or committees assigned peer review functions, are confidential, not public records and are not available for court subpoena in accordance with Minnesota MSA 145.61-145.67.

**WINDOM AREA HEALTH
CREDENTIALING LIST**

February 24, 2025

APPOINTMENTS:

Ryan Coram, D.O.	Behavioral Health (Amwell)	Telemedicine
Sarah Davis, RN	General Surgery (Reddy)	Allied Health Professionals
Jenn Gehl, D.O.	Internal Medicine/Hospitalist	Courtesy
Jennifer Krieg, PAC	Orthopedics	Allied Health Professionals

REAPPOINTMENTS:

Robert Hubers, M.D.	Emergency Medicine	Emergency Services
Ramon Issa, M.D.	Emergency Medicine	Emergency Services
Karen Uecker-Bezdicek, FNP	Family Medicine	Allied Health Professionals
Kimberly VanMeeteren, CNP	Cardiovascular (Clark)	Allied Health Professionals

ADDITIONAL PRIVILEGE REQUEST:

AVEL ECARE SCHEDULE1 APPOINTMENTS:

VRAD APPOINTMENTS:

VRAD REAPPOINTMENTS:

SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):

Sean Dodson, MD	Neuroradiology	Telemedicine
Hilary Schmitt, M.D.	Trauma	Telemedicine

RESIGNATIONS:

Lourdes Borges Ruiz, M.D.	Family Medicine	Courtesy
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JANUARY COMMENTS

- Clinic Everyone was very helpful
- Clinic Darla is amazing, I'm very thankful for her care.
- Clinic Tabitha took very good time with my daughter, listening to her and was very appropriate with her, very compassionate and concerned. And I would highly recommend her. I was actually pretty impressed. Kind of a little concerned in the beginning because she's new, but very impressed. She was very, very good with her and my daughter really, really liked her. Thank you for such great care, Tabitha.
- ED Staff was friendly, efficient and considerate.
- ED Pleased
- ED I am very thankful for the dr and nurses that cared for me.
- ED Montana made me feel very welcome. Dr. Yusuf made me feel comfortable
- ED When a parent comes in with a child who has epilepsy and has not only been part of her seizureures but also knows what's "normal" and what's not, I would STRONGLY recommend that the attending Dr listen and not judge. Not only was a decision made in my part but also in the recommendation of an EMT that was at the game and with us through the entire episode. Also if a Dr is going to rewrite a prescription, rewrite it the way it was originally written on the original prescription by the neurologist.
- ED (INAUDIBLE) they treated me with respect and kindness and helpful and fixed my foot, and I appreciate everything they have done. Thank you very much.
- ED The nurse, Jenna, was very kind & courteous. The doctor explained things well, was very thorough.
- ED Thank you for being staffed on New Year's Day!
- ED Doctor painted out what we were doing wrong and how to proceed forward.
- ED Great professionals!
- ED Dr Yusef and Nurse Bennett we're awesome at the Windom ER. They helped my daughter feel comfortable and relaxed.
- ED Yeah, I just wanted to let you know I spent about 25 minutes in the waiting area outside the doors before I got in. I had to call in a couple times to get inside. I realized they were busy, but nobody ever come to see how I was doing. I was sitting in there in a lot of pain. I really wasn't very happy with that.
- Imaging I was in a lot of pain and they made it worse
- Imaging The gals that signed me in and did the registration was great, pleasant, and very friendly, made experience easy.
- Imaging It was fine. It was my 1st MRI, so I don't have anything else to compare it to.

JANUARY COMMENTS

Imaging I've been using the Windom Area hospital since I started having babies, over 10 years. I've nothing but positive feedback for the wonderful staff there. It's a wonderful facility to receive care. I commend it.

Imaging Everyone was very friendly. I did not have to wait long at all.

Imaging We are always pleased with Sanford doctors and nursing staff.

Imaging Excellent job by staff from front desk to radiology tech

Imaging Imaging staff for mammogram was excellent!

Imaging Christie and Jamie were great- both super sweet and explained things thoroughly!

Imaging Billing needs to have a detailed description of what procedures were done. We paid with a VEBA card and just got a receipt for the total cost, no description of services done. When I called to ask for a detailed bill they said they could not provide one.

Imaging Convenient and good staff to work with

Imaging I would say the biggest improvement to make is less time from the time of gowning to the time of the mammogram. There was quite a long period of time between the two. I feel like this should be just a matter of a few minutes. People can change quickly. That would be my improvement to add.

Imaging Jamie did an awesome job!

Inpatient Everyone was very helpful and supportive, it was a good experience

Inpatient All of the staff members were honestly concerned about my welfare and concerns

Lab Hello, I'm not sure who took my lab testing. He was a male, but he did a really quick job and it was fast. It was, oh gosh.

Lab It was the same as always. Just fine

Lab Very friendly and accommodating.

Lab "very good"

Lab "I don't think my hemoglobin was tested before I had my phlebotomy done. Which the doctor that ordered it said it was Required because I have a low red blood cell count. Also, I have enlarged red blood cells as well. I express to the lab technician about my concern of getting a phlebotomy done with having a low red blood cell count but it didn't seem to much as a concern for him. He couldn't even answer my question when I ask when would my red bloods cell counts that I lost during that time with the treatment would be replenished."

Lab Very nice

Lab very professional and considerat super helpful and super nice!

Outpatient Excellent service

JANUARY COMMENTS

- Outpatient No problems at all. Very satisfied.
- Outpatient The coordination of my needing a follow-up white blood cell booster shot has been a little rough with Worthington. The first time we actually had to drive over to Worthington because the shot was not in Windom. The second time nurses were scrambling to find the shot that I needed, but luckily we're able to eventually find it in Windom.
- PT, OT, ST good
- PT, OT, ST She was very understanding, voice sounded good, she knew the knowledge of her therapy.
- PT, OT, ST The therapist was very thorough, listened. Well, explained things very clearly and giving reasons/explanations. Excellent experience.
- PT, OT, ST I really appreciated Mitch making me feel like a human being and so understanding of the pain and suffering I have been thru and continue to have. Carmen was much the same, very appreciated and. much needed for mental health as well.
- Surgery I was comfortable and calm about the pre operation, trip to operation room, and recovery room, and exit from Hospital, and follow up Call the day after Surgery. Thank You!!
- Surgery I was happy with how went everyone was good to be around i would have my colan done there again
- Surgery Dr. Hyde and his nurses went above and beyond all expectations I had. They are kind, helpful, and they will go out of their way to ensure that your experience is nothing less than perfect. Dr. Jesse Hyde took time to discuss my problems and the treatment options available. He went over everything in a way that I understood and he gave me full control over my experience and choices. He made sure I knew that I could stop or end treatment at any time if I changed my mind. He respected me and was patient with me during procedures and follow ups. I have been recommending him to everyone I know that could benefit from his services.
- Surgery Yes, I just want to comment that there was a nurse named Jackie that really went out of her way to help me feel comfortable and even find an IV. It was just a lot of fun and made me smile. Thank you.

Windom Area Health Auxiliary Minutes
January 13, 2025

The Windom Area Hospital Auxiliary held their monthly meeting Monday, January 13, 2025, at 6:00 p.m.

President Mary Klosterbuer welcomed everyone to the meeting with 20 in attendance. The Auxiliary Prayer and the Pledge to the Flag were recited by all.

Speaker: Shelby Medina

- The new construction is coming along nicely, and WAH anticipates opening in mid-April. Some offices will be relocating. The maintenance department will expand into the wellness area as they lost their outside building. WAH plans on adding a loading dock for receiving freight.
- The first floor will be occupied by Sanford Clinic; the second floor by Surgery and in house physicians. Third floor is not designated at this time; and fourth floor will be the Wellness Center, and a Community Conference Room.
- The Lakefield Satellite Clinic is now open. WAH is considering opening additional satellite clinics.
- Shelby updated us on the Physicians and Nurse Practitioner that have joined the WAH Team in different departments.
- The Wound Center chambers are expected to return in February and be operational in March.

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

Recording Secretary's Report: Marlene Smith, Recording Secretary

- M/S Pat Lenz/Gerri Burmeister to approve the minutes as presented. Motion carried.

Treasurer's Report: Gerri Burmeister, Treasurer

- Balance on hand November 30, 2025, was \$6,290.96. Balance on hand December 31, 2024, was \$6,457.73 along with a CD of \$15,367.69. M/S Karla Taber/Brenda Renczykowski to approve the Treasurer's report as presented. Motion carried

Corresponding Secretary: Betty Olson

There was no report tonight.

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

WAH Update: Katie Greener

- WAH has an opening for a mental health therapist and a speech therapist.
- The Wellness Center has fun things going on like the Weight Loss Challenge. Personal trainer Devin Homer is a great addition to the team.
- Diabetic Education is doing a three-part class series "Don't Sugarcoat It" on diabetes management.
- Auxiliary members will be one of the first groups to tour the new Medical Building space when it is ready.
- Auxiliary members have volunteered a total of 1,812 hours so far in 2024. Auxiliary members should update their volunteer hours as final hours are being tallied.

- The Patient Guide handbook is being updated for consistency; all guides will receive a copy.
- The Giving Tree had a very successful year. A total of 563 gifts were given to 178 kids. The Fire Department sponsored 55 children.

Unfinished Business

- The Pecan Project had a profit of \$1,582.00 with 3 packages of clusters remaining to be sold. M/S Connie McCarthy/Jackie Turner to donate this amount to the Auxiliary project, a Pedigo Case Cart for shoulder surgery. Motion carried.
- Thus far we have given \$3,911.55 toward our commitment of \$5,000.00 to the project.

New Business

- Valentine's Day Balloon & Bake Sale will be on Friday February 14. Chairmen will be Brenda Renczykowski and Jackie Turner.
- Nominating Committee will be the 1st year Board Members: Brenda Renczykowski, Jackie Turner, and Diane Vellema.
- Terms Expiring are President Mary Klosterbuer, Vice-President Karen Skarphol; Treasurer Gerri Burmeister; 2nd Year Board Members: Phyllis Heintz, Connie McCarthy, and Marge Paschke.
- Slate will be presented at the February meeting, and the vote is at the March meeting.
- Spring Banquet will be Monday April 14, 2025. The Planning Committee includes both 1st and 2nd year Board Members, Katie Greener, and Mary Klosterbuer. Marge Paschke will be recognized for her 25-year membership, and we will recognize the Wellness Center this year.

Meeting adjourned at 6:47 p.m.

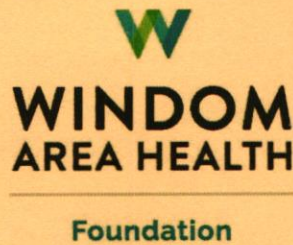
Hostesses

- January – Phyllis Heintz and Joanne Kaiser
- February – Karla Taber and Nancy Michalski
- March – Marge Paschke and Kay Evers

Coming Events

- Monday, February 10, 2025 -- Auxiliary Meeting
- Friday, February 14, 2025 -- Valentine's Day Balloon & Bake Sale

Marlene Smith,
Recording Secretary


**WINDOM
AREA HEALTH**
Foundation

FOUNDATION BOARD OF DIRECTORS MEETING

TUESDAY, FEBRUARY 18, 5:00 PM | LARGE CONFERENCE 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 | <i>Greg Scheitel</i> |
| II. **APPROVAL OF AGENDA | <i>Greg Scheitel</i> |
| III. **FOUNDATION MEETING MINUTES
– Approve minutes from regular meeting on January 28, 2025 | <i>Kay Gross</i> |
| IV. BUSINESS ITEMS
– Mission Moment
– Senior Team Update
– **Approve Financial Statement
– **Mental Health Fund Applicant
– Volunteer Hours | <i>Katie Greener
Emily Masters
Katie Greener
Katie Greener
Katie Greener</i> |
| V. NEW ITEMS
– FY26 Fundraising & Strategic Planning
– Education Fund Mailer
– Maternity Leave transition | <i>Katie Greener
Katie Greener
Katie Greener</i> |
| VI. NEXT MEETING DATE/TIME – March 25th, 2025 | |
| VII. MEETING ADJOURNED | <i>Greg Scheitel</i> |

**WINDOM AREA HEALTH FOUNDATION
FOUNDATION BOARD MEETING MINUTES
JANUARY 28, 2024, AT 5:00 P.M. IN LARGE CONFERENCE ROOM**

Attending: Jay Grandprey, Dan Ortmann, Kay Gross, Terry Tegels (virtual), Robin Rahn, Claudia Lopez, Katie Greener/Director of Foundation & Auxiliary

Absent: Greg Scheitel, Brady Kerkman/Executive Director of Business Development & Marketing,

Recorder: Katie Greener

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 Secretary, Kay Gross, called the meeting to order at 5:04 p.m.

FOUNDATION AGENDA

M/S/C UNANIMOUSLY TO APPROVE THE JANUARY 28, 2024 FOUNDATION AGENDA AS PRESENTED, WITH THE REMOVAL OF BRADY'S NAME FROM NEW AGENDA ITEMS (DO/RR).

FOUNDATION MINUTES

M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE DEC 17, 2024 REGULAR MEETING AS PRESENTED (DO/JG).

BUSINESS ITEMS

Mission Moment

The group shared examples of our mission in action in the community: good exposure and community feedback during the Boxing Out Cancer event, and grateful family who was the recipient of the New Years Baby project.

****Approve Financial Statement**

The group reviewed the financial statements as presented, with one typo to change "GIK Giving Tree" to "GIK First Baby."

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

Events & Happenings Recap

Katie shared updates on the latest happenings with the Foundation. The First Baby project raised about \$1,500 total; less bulky gifts and more gift cards and diapers for the family, which was well received by the family. About \$150 remains of unspent funds, which the group agreed could be spent on Chamber Bucks for first-time parents who deliver at WAH, per a previously passed motion on handling these funds.

The Boxing Out Cancer Jan 21st basketball night was a success; we raised \$300 from merch sales and donations. Leftover inventory can be used in October during Breast Health Month.

Katie presented at a Behavioral Health Task Force meeting to share about the Mental Health Fund. There were good questions and high interest from the group; we expect to see more individual applications roll in. Scott Peterson invited Katie to present their \$1,800 check at City Council on February 4th, for Crisis Intervention Training.

Tax receipts for 2024 for donors with cumulative giving \$250+ were mailed in early January. Scholarship awards were paid out for 2024 winners this January, applied to students' account balances.

Volunteer Hours

Board members added their hours to the new 2025 spreadsheet.

NEW ITEMS

Education Fund – 2025 Scholarship Round

Katie shared that a new donation came in for \$5,000 toward a student scholarship. Given Katie's maternity leave and the preference to publicize awards in April, the scholarship application window will run February 4 – March 18 (6 weeks), in-house. School guidance counselors will be contacted and the Scholarship Committee will reconvene at the end of March to score applications. Award amounts:

- One \$5,000 award (new memorial gift)
- Two \$2,500 award (anonymous gifts)
- Three \$1,000 awards (Klosterbuer and Meyer memorial gifts, plus cumulative new donations)

M/S/C UNANIMOUSLY TO APPROVE THE SCHOLARSHIP AWARDS AS PRESENTED AND MOVE FORWARD WITH THE APPLICATION ROUND IN 2025 (KG/TT).

Ask for Anything Grants Plan

Katie made a suggestion to move the Ask for Anything Grants in-house round to this summer (ETA July), and for the summertime moving forward. The AFA round used to open in February the last few years, but the award payout into the next fiscal year complicated financial tracking. Waiting until the summer aligns better with Katie's maternity leave and will create cleaner financial tracking within each fiscal year. Katie will alert managers that the AFA round will be in the summer.

Farm & Home Show – March 8

The group discussed whether to participate in the Farm & Home show as a WAH vendor booth. We have not participated in the past. While we don't foresee this being a fundraising event, there may be opportunity to have good exposure/presence in the community. The group will take another week to think about our "draw" or "wow factor" that could engage people, but if we cannot come up with an idea, we will forego this event.

FY26 Fundraising & Strategic Planning

Katie presented documents reviewing our current FY donor retention stats, projected fund balances for end of FY, and projected FY26 budget. We are sitting at a 58% retention rate, which is above the national average, with room to grow. Katie presented a rough draft of strategic goals for FY26. Of note, the group agreed to pause the summer golf tournament for this summer due to Katie's FMLA and the need to focus on a larger event for fall/winter. The golf tournament and large event could alternate years in order to keep things fresh, and golf could take place in August in the future.

The group agreed to move forward with an early spring appeal/campaign focusing on the Education Fund, which aligns with the student application round. There is opportunity to feature a family/student testimonial for this campaign. The group agreed to focus on an October and winter sports event for the Women's Health Fund. With the anticipated surge in Mental Health Fund applicants, another campaign to support this fund will be necessary, potentially again in August. The group agreed to apply again for the Remick Foundation grant and potentially other grants to support the Fund.

Katie mentioned opportunity to grow our "smaller" loyal donors and encourage recurring giving, given that these donors tend to stick with organizations for a long time and result in eventual planned gifts. Terry uplifted the idea of inviting donors to a special VIP tour of the Medical Building, with a light reception just for them. At the February and March meetings, the group will finalize the Strategic Plan for FY26.

Interim Processes during Katie's leave

Katie will begin her leave at the end of March. Processes are being worked through and handed off to Brady and the team.

Board Terms

The group reviewed the Board Terms roster, noting that Kay Gross' term expires. Kay will be helping find her replacement.

The next Foundation Board Meeting will be held on February 25, 2025 in the Windom Area Health LCR. The Windom Area Health Foundation meeting was concluded by Kay Gross at 6:11pm.

KAY GROSS, WAH Foundation Secretary