

Windom Area Health Governing Board of Directors Meeting AGENDA

Purpose: Provide governance for Windom Area Health

Date | Time | Location: **Monday, November 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:
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STANDING ITEMS

Call to Order	Call Windom Area Health Governing Board meeting to order at 5:30 pm by Governing Board chairperson	Dr. Michael B. Fisher
Meeting Minutes	Approve Windom Area Health Governing Board minutes from the regular meeting of October 27, 2025 (<i>Board Motion</i>)	Dr. Michael B. Fisher
Board Education	No Education	
WAH Policy Review	Review & approve the following policy(ies): (<i>Board Motion</i>) • 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. Cowdin Dr. Blue/Dr. Yusuf Terry Tegels
Finance Personnel Labor Relations Building & Grounds Committee	<ul style="list-style-type: none"> • Review Finance Personnel Labor Relations Building & Grounds Committee meeting activities • Review and recommend approval of WAH resignations and terminations (<i>Board Motion</i>) 	Justin Schmit John Peyerl Emily Masters

OTHER REPORTS

Statistical & Financial Performance Reports	Review & recommend approval of statistical & financial reports (<i>Board Motion</i>)	John Peyerl
Capital Acquisition Activity	Review capital acquisition activity	John Peyerl
Educational Assistance Applications	Review & recommend approval of application(s) for educational assistance (<i>Board Motion</i>)	Emily Masters
New Hires Departmental Transfers	Report of recently hired / transferred employees	Emily Masters
Patient Concern Reports	Review patient concern reports and patient survey comments	Monica Huber
Patient Safety Reports	Review patient safety activities	Monica Huber

Chief Medical Officer	Organizational updates	Dr. Blue/Dr. Yusuf
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 November 18, 2025. October 28, 2025 meeting minutes are included in the book. WAH Foundation update on happenings 	Dr. Michael B. Fisher
WAH Auxiliary	<ul style="list-style-type: none"> WAH Auxiliary met on November 10, 2025. October 13, 2025 meeting minutes are included in the book. 	Dr. Michael B. Fisher
OLD & NEW BUSINESS		
New Business		
Old Business		Dr. Michael B. Fisher
Other	December Board Meeting Quorum (12/22/2025): confirm availability or need to reschedule	Shelby Medina
CONCLUSION		
	Conclude WAH Governing Board Meeting	Dr. Michael B. Fisher

Windom Area Health Governing Board of Directors Meeting MINUTES

Purpose: Provide governance for Windom Area Health

Date | Time | Location: **Monday, October 27, 2025 | 5:30 pm | Large Conference Room**

Members: All Windom Area Health Governing Board Members
 Present: Dr. Fisher, Dan Ortmann, Justin Schmit, Kay Gross, Rick Frederickson, Marv Grunig, Shelby Medina, John Peyerl, Emily Masters, Dr. Blue, Dr. Yusuf, Monica Huber, Dr. Cowdin
 Absent: Terry Tegels, Julie Brugman
 Others: Rhonda Wahl, Steve Nasby, Hilary Mathis, Jon Pociask, Dave Rogers

Recorder: Mindy Carter, Executive Assistant

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

Call to Order	Call Windom Area Health Governing Board meeting to order at 5:30 pm by Governing Board Chairperson	Dr. Michael B. Fisher
Meeting Minutes	M/S/C Unanimously to approve Windom Area Health Governing Board minutes from the regular meeting of September 22, 2025 (<i>Gross/Frederickson</i>)	Dr. Michael B. Fisher
Board Education	Rhonda Wahl, Respiratory Therapist, shared her roles and responsibilities within her department.	Rhonda Wahl
WAH Policy Review	M/S/C Unanimously, upon recommendation for the WAH Governing Board to approve the following policy(ies): <ul style="list-style-type: none"> • N/A 	Shelby Medina

COMMITTEE REPORTS

Professional Practice Quality & Planning Committee	<p>The WAH Medical Staff reviewed and approved the credentialing list at their earlier meeting and presented it to the WAH Governing Board for review and approval. M/S/C unanimously to approve the Medical Staff credentialing list as presented (<i>Frederickson/Grunig</i>).</p> <p>APPOINTMENTS:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Caleb Boehler, DO</td> <td style="width: 33%;">Radiology</td> <td style="width: 33%;">Telemedicine</td> </tr> <tr> <td>Jason Klein, CRNA</td> <td>Nurse Anesthetist</td> <td>Allied Health Professional</td> </tr> <tr> <td>Kelsi Lindquist, RN</td> <td>Vascular (Santos)</td> <td>Allied Health Professional</td> </tr> <tr> <td>Avinash Viswanath, MD</td> <td>Emergency Medicine</td> <td>Emergency Services</td> </tr> </table> <p>REAPPOINTMENTS:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Abigail Bloch PA-C</td> <td style="width: 33%;">Orthopedics (Botker)</td> <td style="width: 33%;">Allied Health Professional</td> </tr> <tr> <td>Kimberly Haycraft Schmotter, MD</td> <td>Family Medicine</td> <td>Emergency Services</td> </tr> <tr> <td>Dennis Silver, MD</td> <td>Family Medicine</td> <td>Emergency Services</td> </tr> </table> <p>SIX MONTH POST APPOINTMENT FOLLOW-UP: N/A</p> <p>CHANGE IN/ADDITIONAL STATUS: N/A</p> <p>ADDITIONAL PRIVILEGE REQUEST: N/A</p>	Caleb Boehler, DO	Radiology	Telemedicine	Jason Klein, CRNA	Nurse Anesthetist	Allied Health Professional	Kelsi Lindquist, RN	Vascular (Santos)	Allied Health Professional	Avinash Viswanath, MD	Emergency Medicine	Emergency Services	Abigail Bloch PA-C	Orthopedics (Botker)	Allied Health Professional	Kimberly Haycraft Schmotter, MD	Family Medicine	Emergency Services	Dennis Silver, MD	Family Medicine	Emergency Services	<p>Dr. Cowdin Dr. Blue Dr. Yusuf Rick Frederickson</p>
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	<p>AVEL ECARE SCHEDULE1 APPOINTMENTS: N/A</p> <p>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</p> <table border="0"> <tr> <td>Luke Chambless, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Jared Corn, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Vernon Hurst, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Arich Reynolds, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Alexander Ryan, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Kyle Sheets, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> </table> <p>RESIGNATIONS:</p> <table border="0"> <tr> <td>Roberta Jandera, CMA</td> <td>General Surgery (Reddy)</td> <td>Allied Health Professional</td> </tr> <tr> <td>Darla Miles, CNP</td> <td>Family Psychiatry</td> <td>Allied Health Professional</td> </tr> <tr> <td>Peter Olsen, MD</td> <td>Family Medicine</td> <td>Emergency Services</td> </tr> </table> <p>Medical Staff / Professional Practice Quality & Planning Committee meeting updates:</p> <ul style="list-style-type: none"> • New laboratory equipment was reviewed. A more consistent, streamlined peer review process is being implemented. Discussed concerns related to OR construction. • Dr. Reddy is no longer with Sanford. • Outreach and Specialty Clinic dynamics continue to stabilize. • The traveling Speech Therapist contract ends in January & options to continue those services are being explored. 	Luke Chambless, MD	Radiology	Telemedicine	Jared Corn, MD	Radiology	Telemedicine	Vernon Hurst, MD	Radiology	Telemedicine	Arich Reynolds, MD	Radiology	Telemedicine	Alexander Ryan, MD	Radiology	Telemedicine	Kyle Sheets, MD	Radiology	Telemedicine	Roberta Jandera, CMA	General Surgery (Reddy)	Allied Health Professional	Darla Miles, CNP	Family Psychiatry	Allied Health Professional	Peter Olsen, MD	Family Medicine	Emergency Services	
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<p>Finance Personnel Labor Relations Building & Grounds Committee</p>	<p>M/S/C unanimously to recommend approval to send 90 patient accounts totaling \$9,319.67 to AAA Collections, recommend approval for following Financial Assistance patient accounts: <i>(Ortmann/Schmit)</i></p> <ul style="list-style-type: none"> • Financial Assistance accounts approved for write-off amount to \$9,319.67 • FY2026 Year-to-Date, Financial Assistance approvals amount to \$72,398 on a budget of \$175,000. <p>M/S/C Unanimously to approve the following resignation/terminations: <i>(Schmit/Fisher)</i></p> <p>Resignations:</p> <ul style="list-style-type: none"> • Physical Therapist – 11/21/25 <p>No terminations</p>	<p>Justin Schmit 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: <i>(Fisher/Gross)</i></p> <ul style="list-style-type: none"> • September net income from operations was (\$202,140) vs a budgeted breakeven. Operating margin was -6.62%. YTD operating income remains favorable at 4.31% vs a budget of -2.73%. Net operating revenue was \$262,252 less than last September. • Inpatient volume was slightly below budget (22 admissions / 75 days). Outpatient continues to drive performance (approx. 90% of gross revenue). Outpatient revenue was \$398,382 under budget but nearly \$1M higher than last September. • Imaging, Lab, and Rehab Therapy volumes exceeded budget. Surgery volumes were near budget (80 cases with 7 joint replacements and 2 robotic). • Contractuals ran at 48.40% (vs 47.54% budget). Expenses were \$30,254 over budget, driven primarily by salaries. 	<p>John Peyerl</p>																											
<p>Capital Acquisition Activity</p>	<p>No September Capital Acquisition Activity</p>	<p>John Peyerl</p>																											

Educational Assistance Applications	M/S/C unanimously to approve the Educational Assistance Application as presented: <i>(Gross/Ortmann)</i> <ul style="list-style-type: none"> Reapplication received from Kelly Homer (Nutritional Services) for Year 2 of her program for \$3,500. 	Emily Masters
New / Department Transfer Employees	New Hires: <ul style="list-style-type: none"> (2) EVS – 9/19 Sterilization Tech – 10/14 RN – 10/14 Rad Tech – 10/14 Surg Manager 10/21 Transfers: <ul style="list-style-type: none"> Rad Tech – PRN 10/2 Travelor RN –11/4 	Emily Masters
Patient Concern Reports	Patient Concern Reports were reviewed and addressed.	Landon Johnson
Patient Safety Reports	No incidents to report.	Landon Johnson
Chief Medical Officer	<ul style="list-style-type: none"> Surgical Manager position has been filled. The Lead CRNA served as interim and performed exceptionally. A third CRNA has also been hired. Dr. Hinshaw returned from deployment. A welcome-back event is planned for November 4 	Dr. Blue
Administration	M/S/C unanimously to approve committee meeting reports as presented <i>(Fisher/Gross)</i> <ul style="list-style-type: none"> Emily reported on MN Paid Leave discussions and nursing union considerations. She also noted the updated break law requirements for employees. The Spooky Path event will likely be postponed due to weather. Landon shared that weekend positions have been created to support nursing shortages and better accommodate childcare needs. After a prolonged hospitalization, a patient fully recovered and was given a warm send-off at discharge. Shelby thanked the Board for attending Employee Recognition Night. Staff expressed appreciation and would like to see it continue. 	Senior Management Team
City of Windom	Informational Updates: <ul style="list-style-type: none"> Berm work in Island Park is nearly complete and the park has reopened. Storm sewer unit is in progress. City Council budget workshop is scheduled for tomorrow. Kastle Kingdom has been torn down and a board has been formed to begin fundraising for a replacement structure. 	Steve Nasby Hilary Mathis
Sanford Health Network	Jon Pociask, COO Sanford Health Network, was introduced and shared his background. At the national level, rural health funds will include both proportional distributions and competitive components for applicants. Recent Sanford discussions included the federal bill impacts and a Health Summit with topics on how AI may enhance care and operational efficiency. Sanford is joining the UI AI program initiative. Medicare and Medicare Advantage program impacts were also noted. Current challenges include national shortages of certain medications and healthcare tariff impacts on supplies such as gloves. Minnesota Paid Leave legislation will impact operations. Avera is no longer accepting Aetna (standard or Advantage plans).	Dave Rogers, VP Sanford Health
WAH Foundation Board	Nothing to report.	Kay Gross

WAH Auxiliary	Nothing to report.	Dr. Michael B. Fisher
OLD & NEW BUSINESS		
Old Business		Dr. Michael B. Fisher
New Business		Dr. Michael B. Fisher
CONCLUSION		
	The WAH Governing Board meeting was concluded by Governing Board Chairperson	Dr. Michael B. Fisher

Signature _____, Dan Ortmann, WAH Governing Board Secretary

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

NOVEMBER 2025

WAH MISSION: “*DEDICATED TO HEALTH*”

CHIEF EXECUTIVE OFFICER REPORT

- **Organizational Updates**

- I attended and was a panel speaker at Becker’s Healthcare Conference in Chicago. This was the first year where a physician track was added. Many topics, especially in the physician track, were related to technology and AI.
- WAH was just notified by Chartis Center for Rural Health that we will be the recipient of a Performance Leadership Award for being a top quartile performer in Quality, Outcomes and Patient Perspective.
- We have completed the first phase of our LEAN journey with KA. We are now moving the second phase internally where we will work on LEAN process and start the discussions on process change and improvement. We will re-connect with KA late January 2026 to start discussions on facility plan opportunities.
- Organizational Chart changes: I will assume temporary responsibility for Community Health and Wellness Center.

- **MHA/Federal Updates:**

- State / Federal Bills: *Continuing to monitor with advocacy efforts ongoing.*
 - Preparing for MN Paid Family Leave effective January 1, 2026

- **Committee Meeting Updates**

- Infection Prevention: Moved to CNO summary report
- Pharmacy and Therapeutics: Met October 28, 2025
 - ADE: INR >5 = 6.7/7.4 / BS<50 = 1 ED & 1 OBS / Delirium review = non inappropriate
 - Medication Variances – 7 events reviewed resulting in no harm
 - Flu Vaccines – 150 ordered
 - PI – 2025 goal is going well and will discontinue formal monitoring in 2026.
 - Recalls/Shortages/Formulary additions were reviewed
 - ASP – reviewed with no concerns expressed
- Emergency Preparedness: No Meeting in October – Leadership adjustment
 - Changed leadership to Director of Facilities and EVS
 - Dean continues to work on updating himself on current state and reviewing policy and procedure.

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

NOVEMBER 2025

WAH MISSION: *"DEDICATED TO HEALTH"*

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was \$94,018 compared to a budget of breakeven \$56,500. Our net operating revenue was \$120,072 more than last October. October operating income is 3.04% compared to a budget percentage of 1.74%. For the year, operating income is 4.07% compared to a negative (2.09%) budget.

The volume of inpatient activity in October exceeded budget expectations. The acute admissions were thirteen more than last month and three more than the budgeted volume. Activity on the outpatient side produced volumes and revenues above budget expectations as well. Ninety percent of our gross revenues came from outpatient activity, which is consistent with expectations. Acute admissions totaled thirty-five. Those thirty-five admissions produced ninety-three inpatient days for an average daily census of 2.7. Outpatient gross revenue was \$56,205 more than budget and \$981,807 more than last October.

- Imaging procedure counts were 222 procedures above budget. Imaging performed 1,002 procedures compared to a budget of 780. Last October, 906 procedures were performed.
- Laboratory volumes exceeded budget expectations. Last fiscal year laboratory tests averaged about 10,005 in a given month. There were 10,759 in the month of October, which is 352 more than last October and 209 more than budget.
- Fifty-eight surgical procedures were performed in October, which is twenty-six less than our budgeted number of eighty-four and twenty-seven less than last October. Five of those surgeries were joint replacements. There were no robotic cases in October.
- Rehab Therapy performed 2,357 modalities in October, which was 522 more than last October. That is 507 more modalities than the budgeted number of 1,850.

Contractual adjustments came in at 51.20% for the month. Contractual adjustments were budgeted at 47.77%.

Overall, expenses were \$196,684 less than budget. No categories exceeded budget expectations.

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

NOVEMBER 2025

WAH MISSION: "DEDICATED TO HEALTH"

CNO/DON REPORT

Medical/Surgical/OB/Emergency Room:

- Staffing: 2 RN's have started their FMLA, we are expecting a 3rd to start in early 2026, and are working to fill in the gaps with some travel nurses.
 - We have had some good luck with recruitment for nursing staff. 2 RN's will be starting the first week of January- both have experience.
- International RN's: Continue to wait on visas to bring these nurses to WAH and get them onboarded.
- Ashley Jensen, the OB coordinator has resigned and will be done in early December. We are examining options on how to fulfill the birthing classes and education moving forward
- We have started interviews for the Nurse Manager position. Landon will begin the transition into the Chief Clinical Officer role, spending more time with Monica prior to her retirement in March 2026 once the Nurse Manager is onboarded.
- At our October nursing meeting, nursing staff received training on new slide devices for moving patients that promotes patient and staff safety. Education was also provided by Naomi from the Wound Center on wound vac care and dressings as we have seen an increase in swing bed patients with these devices.
- Daily average census for October 2025 was 9.1. This includes all categories of patient levels.

Utilization Management:

	CY '24	Qtr.3 '25
• ED Transfer Rate:	10.5%	10%
• ED Admit Rate:	7.4%	12.3%

MHA Safety Data for Nov. 2025:

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

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

NOVEMBER 2025

WAH MISSION: *"DEDICATED TO HEALTH"*

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - Patient Access Rep –Front Desk
 - Front Office Specialist - Wound
 - RN / LPN /RN weekend package
 - Nurse Practitioner/PA – Wound
 - Surgical Tech
 - CRNA
 - Mental Health Therapist
 - Outreach Coordinator
 - Physical Therapist
 - Speech Therapist – Full Time & PRN
 - Sr. HR Generalist
 - Wellness Center Operations Manager
 - Nursing Manager
 - Specialty Clinics Manager - RN
 - Dietary Aide/Cook
 - Marketing Events & PR Coordinator
 - Radiologic Technologist & Rad Tech Intern
 - Pharmacy Tech
 - OBGYN
 - Urologist
- Open enrollment is complete for 2026.
- HR is educating managers on the upcoming Meal & Rest break laws and MN Paid Leave.

Community Health/Mental Health/Wellness Center

- 40 runners participated in the Turkey Trot on 11/15 with participants raving about the turkey legs!
- The Spooky Path had to move to a drive through event in October, with only about 30 participants. Leftover treats were distributed to kids visiting the hospital the next week.
- Our Diabetic Educator, Jenna, is doing free blood sugars during Testing Tuesdays all of November at various locations in the community. So far she has completed 48 blood sugars.
- Devin Homer hosted the SW Tourist Group in the Wellness Center on 11/17; providing a presentation on Active Aging.

Marketing/PR/Business Development

- A mailer is going out to Dr. Reddy's patients that were seen in Windom to provide information on our other General Surgeons.
- The Trimont Clinic grand opening was a huge success with 50-60 local community members. Diabetic Ed did 25 free blood sugars. Local businesses sent the clinic welcome plants/arrangements.
- Marketing, foundation and nursing are working to revamp the New Year's Baby for 2026. Diapers for a year!
- We hosted a Welcome Home celebration for Dr. Hinshaw on 11/3 in the Medical Building Lobby.

Foundation/Auxiliary

- Boxing out Cancer event with Windom Schools is planned for 1/13/26 during a basketball double header.
- Fundraising for the Be Well Path expansion during November through mail appeal.
- The "Be The Light" gala is on February 21st at the Community Center, tickets are on sale now.
- Recent Halloween Bake Sale raised over \$2,000 towards Cardiac Rehab ergometer.
- A Craft & Bake sale will take place December 1st.

Sponsorships/Donations

- Title sponsor for Worthington's Women's Expo on 3/21/26 – includes 5 booths and 2 educational sessions
- Red Rock Central FB Ad Sponsor
- Merchant Matinee – Top sponsor \$250

Committee Meetings

- **Employee Focus:** The HIM Dept won the Scarecrow Contest and a pizza party for the department. Committee is planning the holiday party and is doing a No Shave November contest.
- **Patient & Family Advisory Committee:** No report.
- **Safety:** No report.
- **Safe Patient Handling:** No report.

Fiscal Year 2025-2026		WINDOM AREA HEALTH												
WAH Operational & Strategic Goals		Target	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26
SERVICE														
Increase optimization of DaVinci Robot	4/30/2026	0	0	0	0	2	0							
Ambulatory Net Promoter Score	83.3%		80.3% 10			88.9% 63								
OP Net Promoter Score	80.6%		94.3% 87			92.5% 93								
Emergency Dept Net Promoter Score	49.1%		37.5% 80			52.2% 92								
Inpatient Net Promoter Score	72.4%		58.3% 12			78.6% 14								
Facility Net Promoter Score	75.5%		71.3% 565			75.9% 589								
Wound Center Overall Patient Satisfaction	>92%	99%	91.67%	95.18%	98.21%	96%	99.55%							
QUALITY														
Falls per 1000 Patient Days	0		0			2								
Patient Falls with Injuries	0		0			0								
Hand Hygiene	100%		99.4%			100%								
Patient Experience/HCAHPS Recommend	81%		85.7% 14			55.6% 9								
How would you rate/HCAHPS	83%		85.7% 14			77.8% 9								
Communication with Nurses	89%		100% 14			79.7% 9								
Communication with Doctors	85%		97.6% 14			79.7% 9								
Readmission within 30 days	<5%		0%			2%								
Wound Center Patient Healing Rate	>92%	88.68%	93.55%	91.67%	92.31%	91.23%	93.35%							
FINANCIAL														
YTD Income (Loss) Operations to Budget	0.00%	-11.94%	0.87%	0.50%	6.80%	4.31%	4.10%							
Days in Accts Receivable	<53	46.24	53.21	46.90	56.00	62.20	63.3							
Days Cash on Hand	>150	116.9	115	193	176	172.1	169.7							
GROWTH														
Surgeries to Budget	71	101	111	99	89	92	63							
Wound Center New Patients	23	23	32	34	33	33	35							
Wound Center Encounters	135	223	220	243	251	252	281							
Wound Center New Patients for HBO Treatments	10 Calendar	1	0	0	1	0	2							
COMMUNITY														
WAH Hosts Events w/ Community Participation	2 Fiscal Year		Open House	Community Health Fair			Halloween Drive Thru							

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, October 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:
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STANDING ITEMS

Call to Order	Call Finance Personnel Labor Relations Building & Grounds Committee meeting to order by Chairperson	Justin Schmit
Minutes	Approve minutes from regular Committee meeting of Monday, September 22, 2025 (<i>Committee Motion</i>)	Justin Schmit
Collections & Financial Assistance	Review & recommend approval of patient financial accounts (<i>Committee/Board Motion</i>)	John Peyerl
Employee Resignations & Terminations	Review & recommend acceptance of WAH employee resignations / terminations (<i>Committee/Board Motion</i>)	Emily Masters

FOLLOW-UP ITEMS

Lean updates	Review updates on LEAN strategy	

NEW/CURRENT ITEMS

Collaborations	Review new collaborative relationship with Headwaters Network of Minnesota	Shelby Medina
Other		

CONCLUSION

	Conclude Finance Personnel Labor Relations Building & Grounds Committee meeting	Justin Schmit
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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, October 27, 2025 | 4:30-5:15 pm | Large Conference Room

MEMBERS:	SHELBY MEDINA, CEO	Present: Justin Schmit, Kay Gross, Dan Ortmann, Dr. Michael Fisher, Shelby Medina, Landon Johnson, Dr Blue, Monica Huber, John Peyerl, Emily Masters, Dr. Yusuf Absent: Julie Brugman 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	The Finance Personnel Labor Relations Building & Grounds Committee meeting was called to order by Chairperson	Justin Schmit
Minutes	M/S/C unanimously to approve Committee minutes from the regular meeting of September 22, 2025, as presented <i>(Ortmann/Gross)</i>	Justin Schmit
Collections & Financial Assistance	M/S/C unanimously to recommend approval to send 90 patient accounts totaling \$75,180.69 to AAA Collections, recommend approval for following Financial Assistance patient accounts: (Schmit/Fisher) <ul style="list-style-type: none"> Financial Assistance write-off amount to \$9,319.67 FY2026 Year-to-Date, Financial Assistance approvals amount to \$72,398 on a budget of \$175,000. 	John Peyerl
Employee Resignations & Terminations	M/S/C Unanimously to approve the following resignation/terminations: <i>(Gross/Fisher)</i> Resignations: Physical Therapist – 11/21/25 No Terminations	Emily Masters

FOLLOW-UP ITEMS

Lean Strategy Updates	Board members Terry, Dan, and Marv attended the recent Lean Strategy session. Alternative building structure concepts were reviewed. KA will continue to develop multiple options and will vet these options with staff. Board members participating in Lean will provide recommendations back to the full Board to finalize strategy. Positive feedback received regarding anticipated improvements to patient flow and processes. There is potential to incorporate technology to reduce burnout by eliminating unnecessary administrative tasks and returning more meaningful work time to staff.	Shelby Medina
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NEW | CURRENT ITEMS

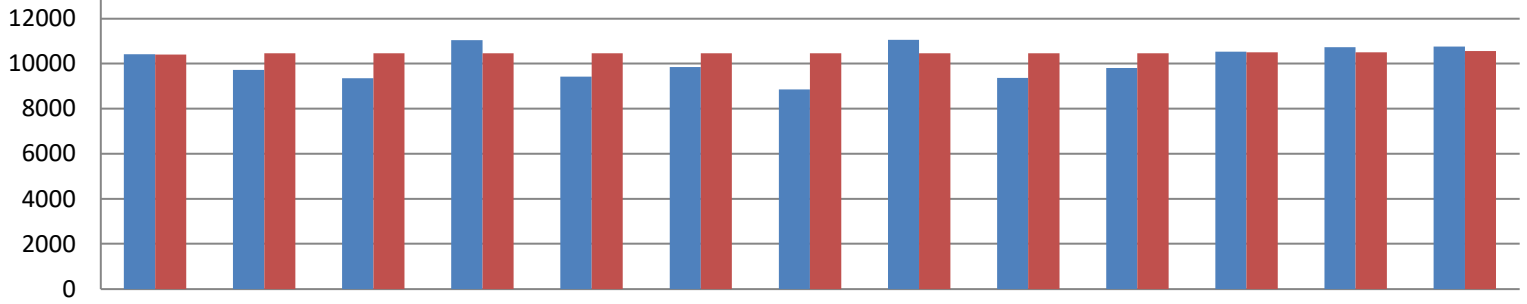
Collaborations	Headwaters Network is a clinic integrated network made up of approximately 20 hospitals. The group legally collaborates under one umbrella structure to increase strength, leverage shared resources, and support smaller rural hospitals in remaining independent. This timing aligns well with current national focus on rural healthcare and provides an alternative collaborative pathway compared to our existing agreement with Sanford, without the same restrictions.	Shelby Medina
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CONCLUSION

	The Finance Personnel Labor Relations Building & Grounds Committee meeting was concluded by Chairperson.	Justin Schmit
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LAB PROCEDURES

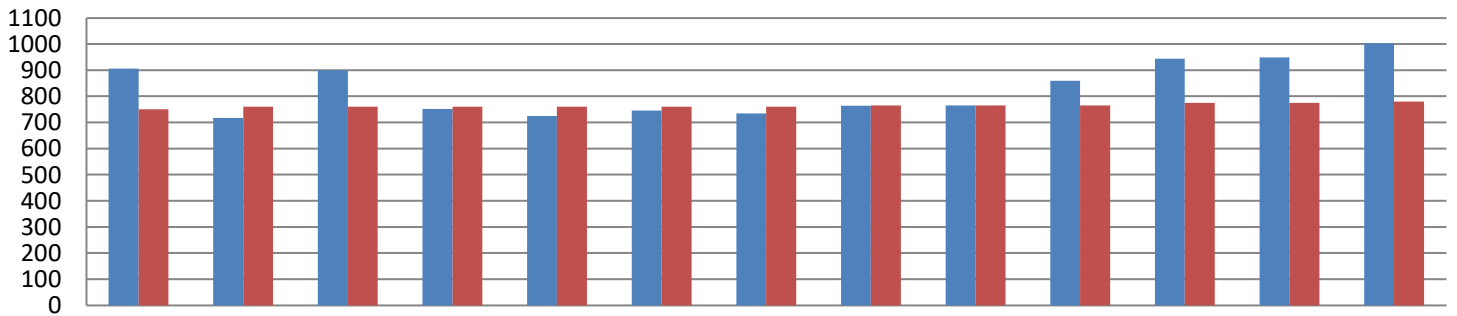
■ Lab Proc ■ Budget



	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25
Lab Proc	10407	9719	9342	11038	9419	9845	8856	11055	9361	9805	10529	10717	10759
Budget	10400	10450	10450	10450	10450	10450	10450	10450	10450	10450	10500	10500	10550

IMAGING PROCEDURES

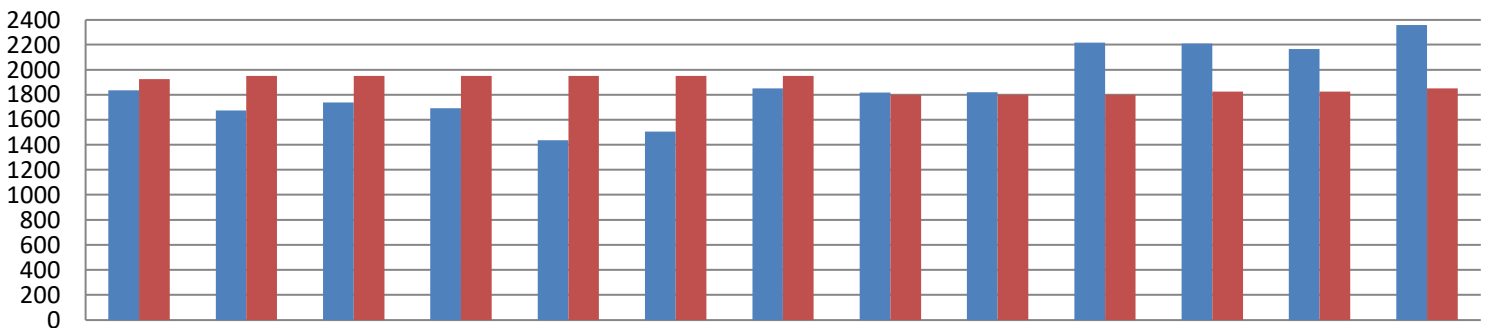
■ Imaging Proc ■ Budget



	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25
Imaging Proc	906	717	899	751	724	745	734	763	765	859	943	948	1002
Budget	750	760	760	760	760	760	760	765	765	765	775	775	780

REHAB MODALITIES

■ Rehab Modalities ■ Budget



	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25
Rehab Modalities	1835	1674	1738	1693	1435	1505	1851	1817	1820	2216	2210	2165	2357
Budget	1925	1950	1950	1950	1950	1950	1950	1800	1800	1800	1825	1825	1850

Windom Area Health
Income Statement
For the six months ended October 31, 2025 and 2024
(Dollars in thousands)

		Current Month					
Actual	Budget	Fav (Unfav) variance		Prior Year	Fav (Unfav) Var		
		\$	%				
3,058	3,225	(167)	-5.2%	2,596	734		
33	25	8	30.2%	19	13		
3,091	3,250	(159)	-4.9%	2,615	747		
1,511	1,538	26	1.7%	1,315	(197)		
591	620	29	4.6%	607	16		
332	392	59	15.1%	276	(57)		
232	295	63	21.4%	220	(11)		
255	265	10	3.8%	126	(129)		
75	85	10	11.4%	11	(64)		
2,997	3,194	197	6.2%	2,555	(442)		
94	57	38	< 100%	60	34		
22	30	(8)	-27.3%	51	29		
18	50	(32)	-64.5%	100	83		
40	80	(40)	-50.6%	151	(112)		
134	137	(3)	< 100%	211	(78)		

3.0%	1.7%	1.3%		2.3%	0.7%
4.3%	4.2%	0.1%		8.1%	-3.8%
13.7%	12.5%	1.2%		7.5%	6.2%
51.2%	47.8%	-3.4%		47.7%	-3.5%

		Year-to-date				
Actual	Budget	Fav (Unfav) variance		Prior Year	Fav (Unfav) Var	
		\$	%			
REVENUE						
Net Patient Revenue	19,201	18,625	576	3.1%	15,541	3,661
Other operating revenue	324	150	174	> 100%	140	185
Total Operating Revenue	19,526	18,775	751	4.0%	15,681	3,845
EXPENSES						
Total Salaries & Benefits	9,459	9,375	(84)	-0.9%	7,805	(1,654)
Purchased Services	3,509	3,720	211	5.7%	5,864	2,356
Supplies (Incl Pharmaceuticals)	2,546	2,349	(197)	-8.4%	1,961	(585)
Other expense	1,358	1,742	384	22.0%	2,600	1,242
Depreciation	1,412	1,365	(47)	-3.5%	1,923	510
Interest Expense	446	617	170	27.6%	439	(7)
Total Operating Expenses	18,731	19,168	436	2.3%	20,592	1,861
Income (loss) From Operations	795	(393)	1,187	> 100%	(4,911)	5,706
Nonoperating gains (losses)						
Investment Income	158	180	(22)	-12.1%	483	(325)
Other Revenue/(Expense)	55	182	(127)	-69.8%	153	(98)
Total nonoperating income	213	362	(148)	-41.1%	636	(423)
Excess of revenues over expenses	1,008	(31)	1,039	> 100%	(4,275)	5,283
Financial Metrics						
Operating margin	4.1%	-2.1%	6.2%		-31.3%	35.4%
Net margin	5.2%	-0.2%	5.3%		-27.3%	32.4%
EBITDA margin	13.6%	8.5%	5.1%		-16.3%	29.8%
Discount rate	45.4%	48.1%	2.7%		49.3%	3.9%

		Year-to-date				
Actual	Budget	Fav (Unfav) variance		Prior Year	Fav (Unfav) Var	
		\$	%			
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13.6%	8.5%	5.1%		-16.3%	29.8%
45.4%	48.1%	2.7%		49.3%	3.9%

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, November 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) Terry Tegels, Chairperson

Recorder: Mindy Carter, Executive Assistant

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

Call to Order	Call Professional Practice Quality & Planning Committee meeting to order at 4:00 pm by Chairperson	Terry Tegels
Minutes	Approve minutes from the regular Committee meeting of Monday, October 27, 2025 <i>(Committee Motion)</i>	Terry Tegels

FOLLOW-UP ITEMS

Medical Staff Credentialing & Medical Staff Meeting Update	<ul style="list-style-type: none"> Review & approve medical staff credentialing, upon recommendation from WAH Medical Staff <i>(Committee/Board Motion)</i> Report on business addressed at WAH Medical Staff meeting 	Dr. Cowdin Dr. Blue Dr. Yusuf

NEW/CURRENT ITEMS

Organizational updates	Review organizational updates	Shelby Medina
<i>Other</i>		

CONCLUSION

	Conclude Professional Practice Quality & Planning Committee meeting	Terry Tegels
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	<p><u>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</u></p> <table border="0"> <tr> <td>Luke Chambless, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Jared Corn, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Vernon Hurst, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Arich Reynolds, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Alexander Ryan, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Kyle Sheets, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> </table> <p><u>RESIGNATIONS:</u></p> <table border="0"> <tr> <td>Roberta Jandera, CMA</td> <td>General Surgery (Reddy)</td> <td>Allied Health Professional</td> </tr> <tr> <td>Darla Miles, CNP</td> <td>Family Psychiatry</td> <td>Allied Health Professional</td> </tr> <tr> <td>Peter Olsen, MD</td> <td>Family Medicine</td> <td>Emergency Services</td> </tr> </table> <p>Medical Staff / Professional Practice Quality & Planning Committee meeting updates:</p> <ul style="list-style-type: none"> • No concerns with the credentialing list. • Reviewed letter from the laboratory regarding new equipment. • Identified a cleaner process for conducting peer reviews that will be done on a regular basis. • Discussed concerns regarding construction near the Operating Room and potential impacts on surgeries and deliveries. Staff were reassured that a plan is in place to maintain safe operations throughout the project 	Luke Chambless, MD	Radiology	Telemedicine	Jared Corn, MD	Radiology	Telemedicine	Vernon Hurst, MD	Radiology	Telemedicine	Arich Reynolds, MD	Radiology	Telemedicine	Alexander Ryan, MD	Radiology	Telemedicine	Kyle Sheets, MD	Radiology	Telemedicine	Roberta Jandera, CMA	General Surgery (Reddy)	Allied Health Professional	Darla Miles, CNP	Family Psychiatry	Allied Health Professional	Peter Olsen, MD	Family Medicine	Emergency Services	
Luke Chambless, MD	Radiology	Telemedicine																											
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Peter Olsen, MD	Family Medicine	Emergency Services																											
NEW/CURRENT ITEMS																													
Organizational Updates	<p>Organizational Updates:</p> <ul style="list-style-type: none"> • Outreach and Specialty Clinic operations have leveled out. Some staffing and behavioral matters are being managed appropriately. • Speech Therapy services are going well with continued growth in referrals. Our traveling speech therapists contract terms in January and considering options to maintain speech therapy services. • Physical Therapist has submitted resignation due to relocation. • Dr. Reddy is no longer with Sanford. 	Shelby Medina																											
Other																													
CONCLUSION																													
	The Professional Practice Quality & Planning Committee meeting was concluded by acting chairperson.	Rick Frederickson																											

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**

NOVEMBER 24, 2025

APPOINTMENTS:

Heather Berney, MD	Psychiatry	Telemedicine
Brittani Fischer, CMA	Vascular (Santos)	Allied Health Professionals
Ryan Greene, MD	Psychiatry	Telemedicine

REAPPOINTMENTS:

Jennifer Block, MD	Emergency Medicine	Emergency Services
Mikayla Heronimus, PA-C	Cardiology (Clark)	Allied Health Professionals
Julie Langerock, CNP	Cardiology (Paa)	Allied Health Professionals
Angelo Santos, MD	Vascular	Consulting
Brett Van Kley, MD	Family Practice	Active

SIX MONTH POST APPOINTMENT FOLLOW-UP:

Laura Grigereit, MD	General Surgery	Active
Miriam Qureshi, MD	Psychiatry	Telemedicine

CHANGE IN/ADDITIONAL STATUS:

N/A

ADDITIONAL PRIVILEGE REQUEST:

N/A

AVEL ECARE SCHEDULE1 APPOINTMENTS:

N/A

SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):

Kent Ibanez, MD	Radiology	Telemedicine
Richard Lowe, MD	Radiology	Telemedicine
Amanda Mead, CNP	Family Nurse Practitioner	Telemedicine
Kasra Rahbar, MD	Radiology	Telemedicine
James Sluss, MD	Radiology	Telemedicine

RESIGNATIONS:

Kondal Madaram, MD	Psychiatry	Telemedicine
Gaddum Reddy, MD	General Surgery	Consulting
Furhan Qureshi, MD	Pathology	Telemedicine
Monty Seper, MD	Emergency Medicine	Emergency Services

OCTOBER COMMENTS

Ambulatory Surgery Well, the care was comprehensive from being in ER and being admitted and then working with Dr. Ginger or whatever her name was doing the procedure and then communicating with my wife and getting by ambulance to Sioux Falls and having the procedure done. Everything went well. Thank you.

Ambulatory Surgery Procedure went well

Ambulatory Surgery Thank you!

Ambulatory Surgery Everything when well. No problems whatsoever. Real good experience from when I arrived to when I went home

Clinic - Windom All I can say is keep up the great work

ED was quick and easy

ED The experience we had was AMAZING!! The nurses and Doctor helped us so much! They explained everything and reassured us what the issue was and helped us feel so much better on how to treat the issue.

ED Jason was very good

ED The ER was busy and an ambulance came in while I was there but still the wait time to see the Dr and have X-rays was short. My only disappointment was, I planned on utilizing Sanford Clinic Urgent Care services on this Saturday morning since my sprained ankle due to a fall was not emergent to justify using the ER. I made my appt but received a return phone call from the Sanford Clinic provider telling me I would need to go to the WAH ER, or another facility out of town that would have radiology services available to appropriately diagnosis my ankle injury. The Sanford provider stated their Urgent Care Clinic had recently lost their privileges for radiology services on Saturdays so the provider would not be able to provide the appropriate treatment for my ankle through the Urgent Care Clinic. It was disappointing I had to utilize the ER, which was busy that morning plus much more expensive, just to get xrays for my ankle, which could have been ordered through the Urgent Care Clinic. Why can't the Urgent Care Clinic have radiology privileges on Saturdays when radiology services are available for Sanford's Urgent Care Clinic services earlier in the week?

OCTOBER COMMENTS

- ED The ER doctor didn't listen to where I was trying to tell him I had pain, I felt as if he was brushing me off. When I saw my primary physician he was more helpful and is taking more X-rays Monday as he was not happy with the report he saw from the ER.
- ED Didn't think my ER Dr was that great. Several things should have been different from the care I received
- ED No medication prescribed to keep the infection down. When called back 15 hours later they will not help without coming in for another emergency visit or I have to wait 2 days n hope it doesn't spread or go to my heart. It's all about the money.
- ED Things moved quickly and well . I was very comfortable with everything they did.
- ED The nurse and Dr. Yusuf were very kind and helpful. They listened to my concerns and made me feel heard. I have had some Doctor's in the ER that have made me feel incompetent. I was highly satisfied and appreciated Dr. Yusuf and his demeanor.
- Imaging well satisfied
- Imaging Excellent mammography tech! Despite not looking forward to my mammogram, she made me as comfortable as possible, and everything went smoothly.
- Imaging They were trained well and very kind.
- Imaging Great experience from check in to ultrasound to leaving!
- Imaging It was very good we are fortunate to have this facility and professional personnel
- Imaging nothing
- Imaging "Could have used a higher pillow. Otherwise no problem "
- Imaging "Sioux Falls Sanford definitely needs to take lessons from the Windom staff!!! Thank you so much to everyone that helped me yesterday! You all are a great asset to Sanford. From the gal who greeted me at the info desk and actually walked me to where I needed to register to the gal that checked me in and Jamie who did my mammogram you all should be commended. I appreciate all of you please keep up the great work My experience was awesome!!"

OCTOBER COMMENTS

Imaging	Gal doing my mammogram was friendly, knowledgeable and considerate. Very appreciative of her as this procedure was a little uncomfortable for me.
Imaging	It was quick and easy
Imaging was	Awesome staff. They made me feel at ease even tho my condition serious. They explained everything to me. Top job
Imaging	She was wonderful. Talked me through everything.
Imaging	Becky was very thorough, gentle and explained everything. Great Technician!!
Imaging	I thought she was very, very thorough, and she really cared. And I'm glad I went to her. Thank you. Bye.
Imaging	Due to my PCPs quick reaction, and not messing around we were able to discover some very troubling findings and start addressing them immediately instead of wasting precious time.
Imaging	Went smoothly.
Imaging	The MRI technicians were supportive, kind, helpful and pleasant. Thanks.
Imaging	I have had many mammograms done, and yes, they can be uncomfortable, but I have never had skin tears under my breasts before. As of today I still can't wear a bra because of it. Am hoping the next time will be better
Imaging	I appreciated how quickly they got me in and how kind they were.
Imaging	I just wanted to say that I felt they did a great job. I'm older and they took as much time as I needed to explain things and get me in position. So I really appreciated that and they were all so kind and thoughtful.
Imaging	Excellent
Imaging	Very nice
Imaging	Becky's kindness and caring was outstanding. I've always been pleased with my care at WAH, but this was an 11 on a 10 point scale. Thank you.
Inpatient	The nurses were so kind and conscientious of my continuous headache to keep me comfortable. Thanks for the great care.

OCTOBER COMMENTS

Inpatient	Staff was very respectful of my privacy
Inpatient	Nurses Jordan + Heidi were amazing. All staff we had in the OB wing were amazing. Food was also very good - loved having Netflix in the rooms with new TVs.
Inpatient	Fantastic short handed hard working nursing staff!!!
Lab	Very. Pleasant receptionist and. Lab nurse. Thank you ??
Lab	Great
Outpatient	The nurse who greyed us at the door didn't seem to have very much experience
Outpatient	Thanks
Outpatient	First time there,was impressed. All were very friendly.
Outpatient	I will highly recommend others to go there for treatment
Outpatient	Excellent
Outpatient	I did not like the bed at all. It made me feel I was swallowed up & I couldn't move. There were no bed rails to help. I would recommend a different bed!!!!
Outpatient	Very professional
Outpatient	There were 3 nurses and the provider in the room, it was too many for the care that was provided - they were just standing there watching what was happening, felt uncomfortable. One nurse and the provider would have been sufficient.
Outpatient	Everyone was very nice and it was a good experience.
Outpatient	Our nurse spent extra time with us working on his feet. It was appreciated.
Outpatient	Very friendly
Outpatient	Lacy does a great job!!
PT, OT, ST	Well, this was my first experience and first appointment and I would say they were very helpful and that it made me think I should try my best. Thank you.
PT, OT, ST	They care about your well-being
PT, OT, ST	Very satisfied

OCTOBER COMMENTS

PT, OT, ST	Mitch did a wonderful job.
PT, OT, ST	I have no issues. Went well. Staff was personable
PT, OT, ST	Excellent patient skills! Area residents are very fortunate to have the skills and availability of rehab in Windom. Thank you.
PT, OT, ST	The therapist is excellent at her job.
PT, OT, ST	Everything hurt
PT, OT, ST	I thought Jennifer, the orthopedic person on second floor, and the x-ray, and they were really fast at getting back to me, and Dr. Bakker, and I was really pleased that they acted very quickly to get an answer. Okay, thank you.
PT, OT, ST	It was very good and workers were very nice.
PT, OT, ST	The therapy staff does a great job. Very satisfied. I'd recommend them to anyone.
PT, OT, ST	Confident in the therapy that has been received.
PT, OT, ST	Teri was very thorough and explains things very well

Windom Area Health Auxiliary Minutes October 13, 2025

The Windom Area Health Auxiliary monthly meeting was held on Monday evening, October 13, 2025, at 6:00 p.m. President Mary Klosterbuer welcomed everyone to the meeting with 24 in attendance. The Auxiliary Prayer, and the Pledge to the Flag were recited.

Agenda: M/S Kitty Hansen/Juana Soleta to approve the agenda. Motion carried.

Recording Secretary's Report: Marlene Smith, Recording Secretary

- M/S Betty Olson/Jackie Turner to approve the minutes of the September 8, 2025 meeting as presented. Motion carried.

Treasurer's Report: Gerri Burmeister, Treasurer

- Balance on hand September 30, 2025, was \$6,163.38.
- M/S Karen Skarphol/Jenny Quade to approve the Treasurer's reports as presented. Motion carried.

Corresponding Secretary: Betty Olson

- No cards were sent in September.

WAH Update: Katie Greener

- October is Breast Cancer Awareness Month. The Bromeliad plant sale raised \$1,080 for the Windom Area Health Foundation. There are food trucks on WAH Campus this week. The Pink Pet Walk is October 25.
- Spooky Path will be October 28.
- A 5K Turkey Trot will be on November 15 starting at the school.
- WAH has been given multiple awards lately:
 1. WAH is being featured on Andy Garcia's "Small Town, Big Care" show.
 2. WAH has been nominated by Pope Design for the NAIOP 2015 "Award of Excellence Projects" award for outstanding real estate in Minnesota
 3. WAH received the Windom Chamber's Large Business of the Year Award.
- Dr. Hinshaw will be returning from his military service, and his clinic will start November 3rd.
- Dr. Kamlitz is now doing outreach to Murray County Medical Center.
- WAH is working with recruiting companies to get urology services back.

Unfinished Business

• Raffle tickets update.	<u>2025</u>	<u>2024</u>
Number of tickets printed	2000	1500
Cost to Print	\$168.45	\$144.95
Chamber Bucks Cost	\$150.00	\$150.00
Fair Booth Cost	\$85.00	\$85.00
Total Cost	\$403.45	\$379.95
Tickets sold	2,000	1,500
Profit	\$1,597.55	\$1,120.05

1. Drawing was held on Tuesday, September 23rd on KDOM Kaleidoscope at 10:00 a.m.
2. Kaleidoscope was done by Shelby Medina, Karen Skarphol, and Mary Klosterbuer.
3. M/S/C Kitty Hansen/Jackie Turner to donate \$1,597.55 to WAH towards the purchase of an arm ergometer.
4. Winners:

Cheryl Hochstein	#1574	Sold by Dona Olson
Theresa Matthews	#1205	Sold at the fair
Nancy Meyer	#1488	Sold at the fair

New Business

- **Windom Area Health Recognition Night** was held Tuesday, October 9, 2025, at Round Lake Vineyards & Winery. 16 Auxilians attended.
- **Halloween Bake Sale** will be held on Thursday, October 30, 2025.
 1. Co-chairs: Jackie Turner and Marge Paschke.
 2. 2025 price list was distributed. Members are to mark their own items.
 3. Bring items on Wednesday, October 29, from 4:00 – 5:00 p.m., or before 7:00 a.m. on the 30th.
- **Pecan Sales Update**
 1. Co-chairs: Marlene Smith and Connie McCarthy
 2. Prices were set by email vote of the Auxiliary Board on September 30, 2025.
 3. 2025 pecan cost is \$9.45, same as last year. Selling price is \$15.00 /1 lb. bag. Same as last year.
 4. 2025 clusters cost is \$5.45, 10 cents more than last year. Selling price is \$8.00/8 oz pkg. Same as last year.
 5. We have ordered 9 cases of pecans and 7 cases of the caramel pecan clusters.
 6. Auxiliary will give 4 bags of caramel pecan clusters to maintenance department and 1 bag to KDOM.
- **Vendor Craft and Bake Fair**
 1. Monday, December 1, 2025, in the large Conference Room.
 2. Co-chairs: Jenny Quade and Rhonda Wahl.
- **December Decorating**
 1. Will need more volunteers because of the new Medical Building.
 2. Sign-up will be at the November Meeting.
- **Windom Area Health Foundation Gala for Mental Health**
 1. Saturday, February 21, 2026, at the Community Center from 5:00 – 9:00 p.m.
 2. Cost is \$80 per adult OR
 3. \$66.67 per person if Auxiliary buys a table for 6 at \$400. Give a check to Gerri by October 30th.
- **Memory Stones**
 1. Members voted to not sell the memory stones in the Gift Center and to continue the practice of the nursing department giving them to family members of people who pass away at WAH.
 2. Members granted Mary Klosterbuer permission to give a memory stone from the Auxiliary to a former member who had a death in her family.
- **December Meeting**
 1. Members voted not to have a December meeting.

October hostesses: Gerri Burmeister and Karen Skarphol.

Meeting was adjourned at 7:32 p.m.

Hostesses

- November – Carol Determan and Brenda Renczykowski
- January -

Coming Events

- Thursday, October 30, 2025 – Halloween Bake Sale
- Monday, November 10, 2025 - Auxiliary Meeting at 6:00 p.m.

Marlene Smith,
Recording Secretary



FOUNDATION BOARD OF DIRECTORS MEETING

TUESDAY, NOVEMBER 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** *Greg Scheitel*

- II. **APPROVAL OF AGENDA** *Greg Scheitel*
 - **FOUNDATION MEETING MINUTES** *Robin Rahn*
 - Approve minutes from regular meeting on October 28, 2025

 - GUEST PRESENTATION: MENTAL HEALTH FUND APPLICANT**
 - Melissa Pletcher, Windom Area Schools

- III. BUSINESS ITEMS**
 - Mission Moment *Katie Greener*
 - **Approve Financial Statement *Terry Tegels*
 - Be The Light Gala - Updates *Katie, Robin*
 - **Review Mental Health Fund Applicant *Greg Scheitel*
 - Donor Touchpoint Updates *Katie Greener*
 - Fall Mail Appeal
 - Volunteer Hours *Katie Greener*

- IV. NEW ITEMS**
 - End-of-Year Items *Katie Greener*
 - “Give to the Max” Day & EOY giving
 - First Baby of the New Year
 - January tax statements & “impact” piece

- V. NEXT MEETING – December 16, 2025**

- VI. MEETING ADJOURNED** *Greg Scheitel*

**WINDOM AREA HEALTH FOUNDATION
FOUNDATION BOARD MEETING MINUTES
OCT 28, 2025, AT 5:00 P.M. IN LARGE CONFERENCE ROOM**

Attending: Jay Grandprey, Dan Ortmann, Robin Rahn, Claudia Lopez (came later), Greg Scheitel (came later), Mark Nemitz, Katie Greener

Absent: Terry Tegels

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 Director, Katie Greener, called the meeting to order at 5:10 p.m. Greg S. and Claudia L. were coming late, so the group agreed to rearrange Agenda items to accommodate their presence.

FOUNDATION AGENDA

M/S/C UNANIMOUSLY TO APPROVE THE OCT 28, 2025 FOUNDATION AGENDA AS PRESENTED (MN/RR).

FOUNDATION MINUTES

M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE SEPTEMBER 23, 2025 REGULAR MEETING, WITH THE ADDITION OF MARK'S MISSING NAME TO THE "ATTENDING" SECTION AND A TYPO CORRECTION TO A HEADING (MN/JG).

It was also noted after the meeting by Katie and Robin an oversight, that Mark's name was missing from the top of the June, July, and August meeting minutes. This change was electronically made by Katie Greener to reflect Mark's attendance at these meetings.

BUSINESS ITEMS

Mission Moment

The group shared examples of our mission in action in the community: a heartwarming send-off for a patient who received life-saving measures here after cardiac arrest, the Spooky Path event for the community even though it had to pivot due to weather, the Pink Pet Walk by the Vet Clinic, and the \$1,080 proceeds from the Pink Plant Sale.

****Approve Financial Statement**

The group reviewed the August financial statements as presented by Jay.

M/S/C UNANIMOUSLY TO APPROVE THE SEPTEMBER FINANCIAL STATEMENT AS PRESENTED (MN/RR).

Be The Light Gala - Updates

Katie shared that postcard invites have been sent to a targeted donor mailing list. Katie is working on securing sponsorships. The committee is working on other various tasks. Robin shared about the taste test at Hi-Lo Club last week, which went very well. The 2-meat buffet will be a big hit. It is expected that Board members recruit guests to fill a six-person table.

990 Preparation

Katie is working on the 990 with our tax preparers, who are still working on it. CLA should have it ready by the November meeting.

****Review Mental Health Fund Applications**

The group reviewed an application from Windom Area Schools for four years of K-5 personal safety/abuse prevention. The group had questions about the data supporting the effectiveness of the curriculum for the last five years and held off on approving the application. Katie will follow-up with the applicant for more information and invite them to the November meeting.

The group reviewed an application on behalf of DVHHS, for their International Survivors of Suicide Loss Day. The request asked for \$4,000 to cover advertising and lunch expenses. The Board discussed the merits of funding advertising requests overall, even though it is not expressly disallowed in the policy.

M/S/C UNANIMOUSLY TO APPROVE THE MENTAL HEALTH FUND APPLICATION FOR UP TO \$800.00 TO COVER LUNCH EXPENSES FOR THE INTERNATIONAL SURVIVORS OF SUICIDE LOSS DAY HOSTED BY DVHHS, ON A REIMBURSEMENT BASIS (DO/JG).

Volunteer Hours

Board members added their hours to the 2025 spreadsheet.

NEW ITEMS

Board Touchpoints with Donors

The group followed-up from the September meeting on more ways that the group could be appropriately involved in donor stewardship, such as being able to know our loyal donors, handwrite cards, or have a touchpoint with them. Katie provided a list of loyal and longtime Foundation donors with a one-pager of talking points. The Board reviewed the list and assigned themselves to about half of the names. Katie will provide more context on recent touchpoints with each household and contact information.

Fall Mail Appeal Review

Katie shared the mailer letter for the fall mail appeal, which has a goal of raising \$10,000 for the facility's Be Well Path expansion. This letter will be mailed out the first week of November.

Save the Dates:

- Turkey Trot – November 15. the Foundation is the pass-through arm for accepting sponsorships for this event.
- Giving Tree – during December. The Foundation is also the pass-through arm for accepting donations and Katie is coordinating the project with the school and community sponsors.
- Basketball/Cancer Night – January 13. This event is a team-up of Windom Area Health, the Wellness Center, and the Foundation.

Meeting Adjournment at 6:25 pm. The next Foundation Board Meeting will be held on November 18th and December 16th, moved up to accommodate the holidays. Katie will update the calendar invite.

ROBIN RAHN, WAH Foundation Secretary