

Windom Area Health Governing Board of Directors Meeting AGENDA

Purpose: Provide governance for Windom Area Health		
Date Time Location: Monday, December 22, 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 B. Fisher
Meeting Minutes	Approve Windom Area Health Governing Board minutes from the regular meeting of November 24, 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> <ul style="list-style-type: none"> Performance Improvement / Risk Management Plan CY2026 	
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. 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 December 16, 2025. November 19, 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"> No WAH Auxiliary meeting scheduled in December. 	Dr. Michael B. Fisher
OLD & NEW BUSINESS		
New Business		
Old Business		
Other		
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, November 24, 2025 5:30 pm Large Conference Room		
Members: All Windom Area Health Governing Board Members	Present: Dr. Fisher, Kay Gross, Dan Ortmann, Justin Schmit, Marv Grunig, Rick Frederickson, Terry Tegels, Shelby Medina, John Peyerl, Dr. Blue, Monica Huber, Landon Johnson, Emily Masters, Dr. Yusuf, Dr. Cowdin Absent: Julie Brugman Others: Dave Rogers, Steve Nasby, Hilary Mathis	
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 October 27, 2025 (<i>Gross/Ortmann</i>)	Dr. Michael B. Fisher
Board Education	No education	
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 	

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>Tegels/Frederickson</i>).</p> <p>APPOINTMENTS:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Heather Berney, MD</td> <td style="width: 33%;">Psychiatry</td> <td style="width: 33%;">Telemedicine</td> </tr> <tr> <td>Brittani Fischer, CMA</td> <td>Vascular (Santos)</td> <td>Allied Health Professionals</td> </tr> <tr> <td>Ryan Greene, MD</td> <td>Psychiatry</td> <td>Telemedicine</td> </tr> </table> <p>REAPPOINTMENTS:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Jennifer Block, MD</td> <td style="width: 33%;">Emergency Medicine</td> <td style="width: 33%;">Emergency Services</td> </tr> <tr> <td>Mikayla Heronimus, PA-C</td> <td>Cardiology (Clark)</td> <td>Allied Health Professionals</td> </tr> <tr> <td>Julie Langerock, CNP</td> <td>Cardiology (Paa)</td> <td>Allied Health Professionals</td> </tr> <tr> <td>Angelo Santos, MD</td> <td>Vascular</td> <td>Consulting</td> </tr> <tr> <td>Brett Van Kley, MD</td> <td>Family Practice</td> <td>Active</td> </tr> </table> <p>SIX MONTH POST APPOINTMENT FOLLOW-UP:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Laura Grigereit, MD</td> <td style="width: 33%;">General Surgery</td> <td style="width: 33%;">Active</td> </tr> <tr> <td>Miriam Qureshi, MD</td> <td>Psychiatry</td> <td>Telemedicine</td> </tr> </table> <p>CHANGE IN/ADDITIONAL STATUS: N/A</p> <p>ADDITIONAL PRIVILEGE REQUEST:</p>	Heather Berney, MD	Psychiatry	Telemedicine	Brittani Fischer, CMA	Vascular (Santos)	Allied Health Professionals	Ryan Greene, MD	Psychiatry	Telemedicine	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	Laura Grigereit, MD	General Surgery	Active	Miriam Qureshi, MD	Psychiatry	Telemedicine	Dr. Cowdin Dr. Blue Dr. Yusuf Terry Tegels
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	<p>N/A</p> <p>AVEL ECARE SCHEDULE1 APPOINTMENTS:</p> <p>N/A</p> <p>SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):</p> <table border="0"> <tr> <td>Kent Ibanez, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Richard Lowe, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>Amanda Mead, CNP</td> <td>Family Nurse Practitioner</td> <td>Telemedicine</td> </tr> <tr> <td>Kasra Rahbar, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> <tr> <td>James Sluss, MD</td> <td>Radiology</td> <td>Telemedicine</td> </tr> </table> <p>RESIGNATIONS:</p> <table border="0"> <tr> <td>Kondal Madaram, MD</td> <td>Psychiatry</td> <td>Telemedicine</td> </tr> <tr> <td>Gaddum Reddy, MD</td> <td>General Surgery</td> <td>Consulting</td> </tr> <tr> <td>Furhan Qureshi, MD</td> <td>Pathology</td> <td>Telemedicine</td> </tr> <tr> <td>Monty Seper, MD</td> <td>Emergency 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. • Peer review process has been formalized • Update on Rural Health Transformation Funds • With Dr. Yusuf moving into the CMO role, Dr. Kamlitz will assume Chief of Staff in January. • Reviewed staffing changes and the need to fill the prenatal class lead role. • Business Analyst is running data reports to assess referral patterns and organizational partner use of our services. • Surgery Department is temporarily reporting to Shelby. • Trimont Clinic continues to perform well. • Monica Huber is entering her second retirement; Landon Johnson is preparing for the CNO role and interviewing Nurse Manager candidates. • Community Health & Wellness is temporarily reporting to Shelby; recruitment continues for a Wellness Manager to build full-spectrum wellness programs. 	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	Kondal Madaram, MD	Psychiatry	Telemedicine	Gaddum Reddy, MD	General Surgery	Consulting	Furhan Qureshi, MD	Pathology	Telemedicine	Monty Seper, MD	Emergency Medicine	Emergency Services	
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<p>Finance Personnel Labor Relations Building & Grounds Committee</p>	<p>M/S/C unanimously to recommend approval for following Financial Assistance patient accounts: <i>(Schmit/Ortmann)</i></p> <ul style="list-style-type: none"> • Financial Assistance write-off amount to \$5,719.59 • FY2026 Year-to-Date, Financial Assistance approvals amount to \$85,192 on a budget of \$175,000. • Nothing to report for AAA Collections <p>M/S/C Unanimously to approve the following resignation/terminations: <i>(Schmit/Fisher)</i></p> <p>Resignations:</p> <table border="0"> <tr> <td>• Patient Access Rep – 11/18</td> <td>• RN – 12/3/25</td> </tr> <tr> <td>• Patient Access Rep – 11/26</td> <td>• Dietary Aide/Cook 12/31/25</td> </tr> <tr> <td>• Physical Therapist – 11/26 –updated date</td> <td>• Pharmacy Tech 12/31/25</td> </tr> </table> <p>No Terminations</p>	• Patient Access Rep – 11/18	• RN – 12/3/25	• Patient Access Rep – 11/26	• Dietary Aide/Cook 12/31/25	• Physical Therapist – 11/26 –updated date	• Pharmacy Tech 12/31/25	<p>Justin Schmit Emily Masters</p>																					
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OTHER REPORTS		
Statistical & Financial Performance Reports	<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"> October net income from operations was \$94,018, outperforming the breakeven budget of \$56,500. Net operating revenue exceeded last October by \$120,072. Operating income for the month was 3.04% (budget 1.74%), and year-to-date operating income is 4.07% versus a budgeted loss of (2.09%). Inpatient activity exceeded budget, with 35 acute admissions generating 93 inpatient days (ADC 2.7). Outpatient volumes remained strong, accounting for 90% of gross revenue. Outpatient revenue was \$56,205 above budget and nearly \$1M higher than last October. <ul style="list-style-type: none"> Imaging: 1,002 procedures, 222 above budget. Laboratory: 10,759 tests, exceeding both last year and budget. Surgery: 58 cases, below budget and last October; includes 5 joint replacements and no robotic cases. Rehab Therapy: 2,357 modalities, significantly above budget and prior year. Contractual adjustments were 51.20% (budget 47.77%). Expenses came in \$196,684 under budget, with no categories exceeding expectations. 	John Peyerl
Capital Acquisition Activity	<p>October Capital Acquisition activity included</p> <ul style="list-style-type: none"> Exam Table – Trimont: \$9,095 Colonoscope: \$138,000 Network Switches Refresh: \$93,000 TV Refresh: \$24,000 	John Peyerl
Educational Assistance Applications	<p>M/S/C unanimously to approve the Educational Assistance Application as presented:</p> <ul style="list-style-type: none"> N/A 	Emily Masters
New / Department Transfer Employees	<p>New Hires:</p> <ul style="list-style-type: none"> Digital Marketing Coordinator – 11/5 Radiology Operator 11/14 Fitness Specialist – 11/18 CRNA – 12/8 <p>Transfers:</p> <ul style="list-style-type: none"> Rad Tech – PRN 10/2 Traveler 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	Nothing to report	Dr. Blue
Administration	<p>M/S/C unanimously to approve committee meeting reports as presented <i>(Fisher/Schmit)</i></p> <ul style="list-style-type: none"> Trimont Clinic grand opening was a great success, with 50–60 community members attending. The community was very welcoming and turnout was strong. Turkey Trot event on 11/15/25 had 40 runners and participants loved the turkey legs. Shelby shared a heartfelt letter of appreciation from a family thanking the medical staff who cared for their loved one. 	Senior Management Team
City of Windom	<p>Informational Updates:</p> <ul style="list-style-type: none"> Steve Nasby provided update on The Windom Vision Group daycare initiative. Taylor Family Farms donated \$25k to remodel Highland for childcare, and submitted a \$20k grant request to EDA to support in-home care. 	Steve Nasby Hilary Mathis

	<ul style="list-style-type: none"> • The state has funding available for solar grants on public buildings for sites with 40kW usage. • The alley project is nearly complete, the berm project is finished, and the Island Park shelter is under construction. Planning continues for the 1st Ave project scheduled for 2026, covering 6th St from behind McDonald's to the old Shopko site. • The city applied for a federal grant for the Wolf Lake Trail but was not funded. • City Council has formed an ad hoc committee for WindomNet and Federated, which will meet in early December. • Hilary Mathis reported positive community feedback on the Turkey Trot. • The city is fully decorated for the holidays. • The nonprofit Friends of Windom Parks is selling ornaments featuring parts of Kastle Kingdom. A design day for the new Kastle Kingdom rebuild is scheduled for December 10. 	
Sanford Health Network	<ul style="list-style-type: none"> • Discussed H-1B visa and requesting a healthcare exception. • Update on Minnesota's Sick and Safe Time law and Paid Leave Act • Sanford Medical Center in Rapid City received a \$30M donation from Denny Sanford, along with an additional \$10M for technical schools. Groundbreaking is planned for 2027 with completion in 2030. • Update on Watertown Acquisition. • Avera announced they will discontinue Aetna; Sanford will remain with Aetna. • Actively recruiting to replace Dr. Reddy. • Discussed increasing cases of suicide ideation in both the ED and clinical settings. Discussion centered on improving patient protection measures and strengthening follow-up processes. 	Dave Rogers, VP Sanford Health
WAH Foundation Board	<ul style="list-style-type: none"> • Terry Tegels noted the Foundation has secured several sponsors for the gala and is continuing to seek additional support. • Appeal letter was sent on the Be Well Path expansion, seeking donations with \$10k goal • Child Safety Matters curriculum for Pre-K-12 has been in place for 12 years and will continue for at least four more. 	Terry Tegels
WAH Auxiliary	Nothing to report.	Dr. Michael B. Fisher
OLD & NEW BUSINESS		
Old Business		Dr. Michael B. Fisher
New Business		Dr. Michael B. Fisher
Other	December board meeting will take place as scheduled on 12/22/2025.	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

DECEMBER 2025

WAH MISSION: “DEDICATED TO HEALTH”

CHIEF FINANCIAL OFFICER REPORT

Overview:

- Net income from operations was negative (\$247,401) compared to a budget of \$33,000. Our net operating revenue was \$128,556 more than last November. November operating income is 3.04% compared to a budget percentage of negative (8.55%). For the year, operating income is 2.44% compared to a negative (1.63%) budget.

The volume of inpatient activity in November exceeded budget expectations. The acute admissions were five less than last month and two less than the budgeted volume. Activity on the outpatient side produced volumes and revenues below budget expectations as. Ninety-one percent of our gross revenues came from outpatient activity, which is consistent with expectations. Acute admissions totaled thirty. Those thirty admissions produced 110 inpatient days for an average daily census of 3.7. Outpatient gross revenue was \$563,679 less than budget and \$941,866 more than last November.

- Imaging procedure counts were seven procedures above budget. Imaging performed 787 procedures compared to a budget of 780. Last November, 717 procedures were performed.
- Laboratory volumes fell short of budget expectations. Last fiscal year laboratory tests averaged about 10,005 in each month. There were 9,920 in the month of November, which is 201 more than last November and 630 less than budget.
- Seventy-five surgical procedures were performed in November, which is nine less than our budgeted number of eighty-four and six less than last November. Nine of those surgeries were joint replacements. There were three robotic cases in November.
- Rehab Therapy performed 2,032 modalities in November, which was 358 more than last November. That is 182 more modalities than the budgeted number of 1,850.

Contractual adjustments came in at 48.3% for the month. Contractual adjustments were budgeted at 47.77%.

Overall, expenses were \$76,493 less than budget. Employee Salaries is the only category to exceed budget expectations.

WINDOM AREA HEALTH

GOVERNING BOARD EXECUTIVE SUMMARY

DECEMBER 2025

WAH MISSION: *"DEDICATED TO HEALTH"*

CNO/DON REPORT

Medical/Surgical/OB/Emergency Room:

- Staffing:
 - Continuing to seek traveler RN's. 2 currently here.
 - No applicants for straight weekend RN positions. We are hopeful that this could be an option for individuals with week day child care issues.
- International RN's:
 - Visa processing continues to be significantly delayed. Reaching out to the embassies did not result in priority changes
- **Nurse Manager:**
 - Jenna Jacobs, RN, BSN has been hired for the nurse manager of Med-Surg, OB and Emergency Dept.
 - RN since 2010.
 - Experience includes:
 - Staff/charge nurse at WAH for 2.5 years
 - Nurse manager at Madison Regional Health Systems, Madison, SD for 8 years
 - ER/ICU RN Sanford Worthington for 4.5 years

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

DECEMBER 2025

WAH MISSION: *"DEDICATED TO HEALTH"*

CHIEF HUMAN RELATIONS OFFICER REPORT

Human Resources/Employee Health

- Posted positions:
 - Front Office Specialist - Wound
 - RN / LPN /RN weekend package
 - Patient Care Technician
 - Surgical Tech
 - CRNA
 - Mental Health Therapist & Supervisor
 - Outreach Coordinator
 - Physical Therapist
 - Radiologic Tech
 - Speech Therapist – Full Time & PRN
 - Sr. HR Generalist
 - Marketing Events & PR Coordinator
 - Radiologic Technologist & Rad Tech Intern
 - OBGYN
 - Urologist
- Work continues on our new Leave Policy.

Community Health/Mental Health/Wellness Center

- Registration for the Community and Employee Weight Loss Challenges are underway (flier included for Community Challenge).
- Employees that met their 2025 Wellness Challenge points received their gifts this month, including cash, gift cards and wellness related prizes to pick from.

Marketing/PR/Business Development

- Supported Wound Center in sending 245 Holiday Greeting Cards.
- A draft of the All Access video was provided and is being reviewed.
- Holiday gifts provided to outreach and other community providers.
- Supporting upcoming events including Community Blood Drive on 1/12, First Baby and planning for Worthington Women's Expo as a Title Sponsor.

Foundation/Auxiliary

- Giving Tree sponsored 180 children, with 625+ individual gifts. We sponsored kids at Trimont Elementary and JCC in Lakefield, NEW this year, in addition to local Windom children.
- The "Be The Light" gala is on February 21st at the Community Center, tickets are on sale now.
- The Auxiliary once again beautifully decorated the hospital with trees and wreaths, sponsoring the purchase of new décor for the Medical Building.

Sponsorships/Donations

- Citizen Fire Prevention Recognition
- Citizen's 5th Grade Drawings Holiday Edition

Committee Meetings

- **Employee Focus:** A No Shave November contest was held with voting held via change jars in the cafeteria. Prizes given to the winner included a gift certificate to the 507 Barber. Committee is planning the holiday party for January 11th at the Horse Barn and Hunt Club with Trivia and prize drawings.
- **Patient & Family Advisory Committee:** Met December 2nd, met Dr. Grigereit. Leah Jensen came and talked about the various outreach clinics (coming in, as well as WAH providers outreaching out).
- **Safety:** No report.
- **Safe Patient Handling:** No report.

WEIGHT LOSS CHALLENGE

January 5 - March 27

SIGN-UP OPEN: DEC. 1 - JAN. 2

OPTION 1:

Cost: \$150/person (plus tax)
+ \$10 Fob Activation Fee

12 WEEKS OF:

- ✓ Wellness Center Access
- ✓ BodyScript Body Composition Analysis
- ✓ Class Pass

(Over \$200 value!)

OPTION 2:

Cost: \$300/person (plus tax)
+ \$10 Fob Activation Fee

12 WEEKS OF:

- ✓ Wellness Center Access
- ✓ BodyScript Body Composition Analysis
- ✓ Class Pass
- ✓ 12 weeks of Personal Training

(Over \$1000 value!)

GRAND PRIZES FOR WINNERS
ANNOUNCED MARCH 31ST!

Call 507-831-0672
or stop in to sign up!

 WINDOM AREA HEALTH
Wellness Center

FREE nutrition-based Learning Sessions*
for all challenge participants!

**Dates of Learning Sessions to be announced.*

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	3					
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%	93%					
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%	92.11%					
FINANCIAL													
YTD Income (Loss) Operations to Budget	0.00%	-11.94%	0.87%	0.50%	6.80%	4.31%	4.10%	2.40%					
Days in Accts Receivable	<53	46.24	53.21	46.90	56.00	62.20	63.3	67.8					
Days Cash on Hand	>150	116.9	115	193	176	172.1	169.7	219.5					
GROWTH													
Surgeries to Budget	71	101	111	99	89	92	63	88					
Wound Center New Patients	23	23	32	34	33	33	35	24					
Wound Center Encounters	135	223	220	243	251	252	281	238					
Wound Center New Patients for HBO Treatments	10 Calendar	1	0	0	1	0	2	0					
COMMUNITY													
WAH Hosts Events w/ Community Participation	2 Fiscal Year		Open House	Community Health Fair			Halloween Drive Thru	Turkey Trot Trimont Grand Opening					

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

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

Meeting Date | Time | Location: Monday, December 22, 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, November 24, 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

NEW/CURRENT ITEMS

Service Line Updates	<ul style="list-style-type: none"> Review and discuss service line development and performance 	Shelby Medina/John Peyerl
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, November 24, 2025 4:30-5:15 pm Large Conference Room
MEMBERS:	SHELBY MEDINA, CEO	Present: Dr. Fisher, Justin Schmit, Kay Gross, Dan Ortmann, Shelby Medina, Emily Masters, John Peyerl, Dr. Blue, Monica Huber, Landon Johnson, Dr. Yusuf Absent: Julie Brugman Others: Dave Rogers
JUSTIN SCHMIT, CHAIRPERSON	DR. DAN BLUE, CMO	
KAY GROSS, TRUSTEE	MONICA HUBER, CNO	
DAN ORTMANN, TRUSTEE	JOHN PEYERL, CFO	
DR. MICHAEL FISHER, EX-OFFICIO	EMILY MASTERS, CHRO	
JULIE BRUGMAN, MT. LAKE ADVISORY MEMBER		
Chairperson (or Acting Chairperson)		Justin Schmit, Chairperson
Recorder:		Mindy Carter, Executive Assistant

Category / Topic	Action step(s) / Updates	Leader:
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STANDING ITEMS		
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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 October 27, 2025, as presented <i>(Ortmann/Gross)</i>	Justin Schmit
Collections & Financial Assistance	M/S/C unanimously to recommend approval for following Financial Assistance patient accounts: (Schmit/Ortmann) <ul style="list-style-type: none"> Financial Assistance write-off amount to \$5,719.59 FY2026 Year-to-Date, Financial Assistance approvals amount to \$85,192 on a budget of \$175,000. Nothing to report for AAA Collections 	John Peyerl
Employee Resignations & Terminations	M/S/C Unanimously to approve the following resignation/terminations: <i>(Schmit/Gross)</i> Resignations: <ul style="list-style-type: none"> Patient Access Rep – 11/18 Patient Access Rep – 11/26 Physical Therapist – 11/26 –updated date <ul style="list-style-type: none"> RN – 12/3/25 Dietary Aide/Cook 12/31/25 Pharmacy Tech 12/31/25 <p>No Terminations</p>	Emily Masters

FOLLOW-UP ITEMS		
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Lean Updates	Review updates on LEAN strategy: <ul style="list-style-type: none"> Phase 1 Complete: KA gathered the necessary information from department leaders and documented the ideal state. Work with Scott at KA is paused while Lean oversight transitions to Chad. We will reconnect with KA to develop the facility plan once we complete internal alignment. Current internal work includes defining processes, workflows, and standardization under a single leader, focusing on areas such as scheduling, staff education, and patient/community education. 	Shelby Medina
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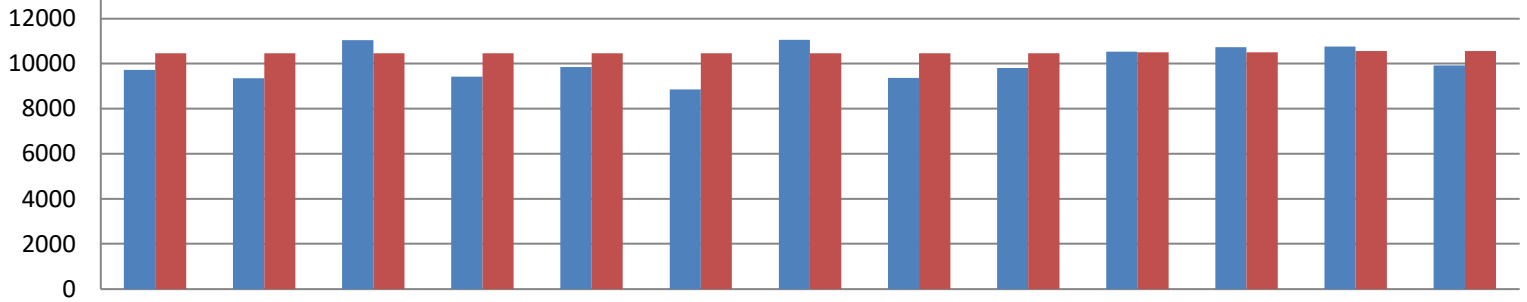
NEW/CURRENT ITEMS		
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Other	Financial Update (Region 5 MHA Group): <ul style="list-style-type: none"> Discussion on the Rural Health Transformation Funds. The original concept was that the state would apply for federal funding and then distribute dollars to rural hospitals using a fairness-based formula. Due to strong focus on waste, fraud, and abuse concerns in Minnesota, the federal government is now directly overseeing the program. They are considering shifting to a model in which hospitals must apply individually, and—if approved—submit receipts for 	Shelby Medina
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	<p>reimbursement. The federal agency would determine what expenses qualify. There are still many unknowns; more details and a formal plan are expected by the end of December.</p> <p>Deferred Payment Plan – State of Minnesota:</p> <ul style="list-style-type: none"> • This is not a new program, but Minnesota has not previously participated. The state met the federal application deadline; however, legal action is underway because Minnesota was not grandfathered in under the previous requirements. The plan pertains to how payments tied to Medical Assistance (MA) patients are handled and reimbursed. 	
CONCLUSION		
	The Finance Personnel Labor Relations Building & Grounds Committee meeting was concluded by Chairperson.	Justin Schmit

LAB PROCEDURES

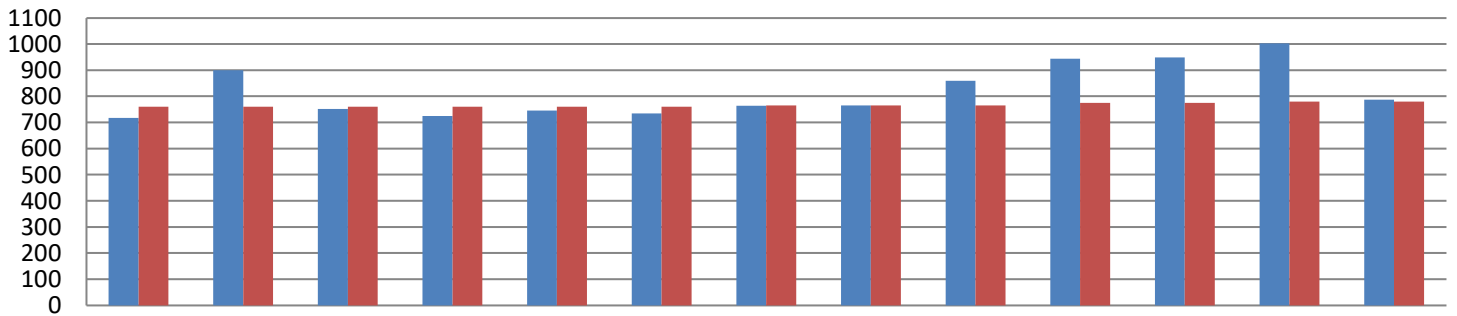
■ Lab Proc ■ Budget



	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25
Lab Proc	9719	9342	11038	9419	9845	8856	11055	9361	9805	10529	10717	10759	9920
Budget	10450	10450	10450	10450	10450	10450	10450	10450	10450	10500	10500	10550	10550

IMAGING PROCEDURES

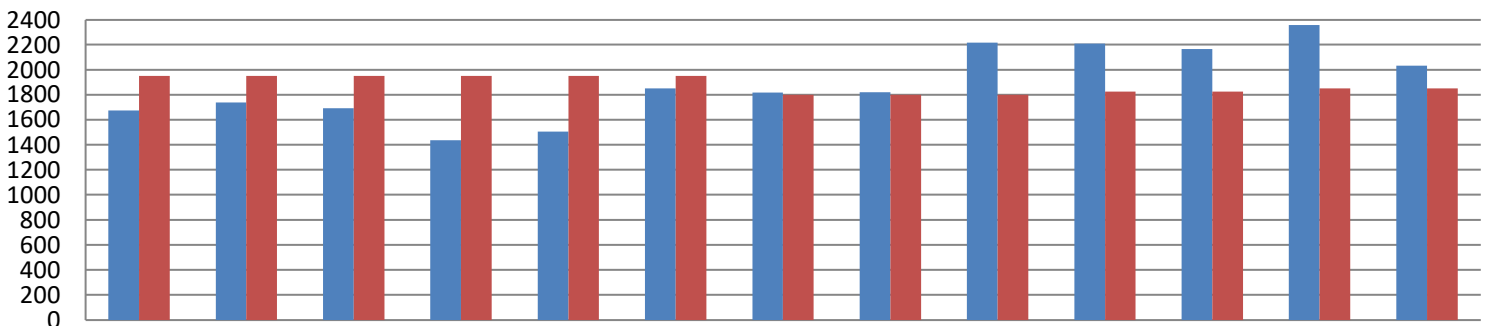
■ Imaging Proc ■ Budget



	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25
Imaging Proc	717	899	751	724	745	734	763	765	859	943	948	1002	787
Budget	760	760	760	760	760	760	765	765	765	775	775	780	780

REHAB MODALITIES

■ Rehab Modalities ■ Budget



	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25
Rehab Modalities	1674	1738	1693	1435	1505	1851	1817	1820	2216	2210	2165	2357	2032
Budget	1950	1950	1950	1950	1950	1950	1800	1800	1800	1825	1825	1850	1850

Windom Area Health
Income Statement
For the seven months ended November 30, 2025 and 2024
(Dollars in thousands)

		Current Month			
Actual	Budget	Fav (Unfav) variance		Prior Year	Fav (Unfav) Var
		\$	%		
2,835	3,225	(390)	-12.1%	2,596	734
59	25	34	> 100%	19	39
2,893	3,250	(357)	-11.0%	2,615	773
1,646	1,538	(108)	-7.0%	1,315	(331)
569	620	51	8.2%	607	38
404	392	(12)	-3.2%	276	(128)
192	295	103	34.9%	220	28
254	265	11	4.0%	126	(128)
75	109	33	30.4%	11	(65)
3,141	3,217	76	2.4%	2,555	(586)
(247)	33	(280)	< -100%	60	(308)
308	46	262	> 100%	51	(257)
19	70	(51)	-73.0%	100	81
327	116	211	> 100%	151	176
80	149	(70)	-46.6%	211	(132)

-8.6%	1.0%	-9.6%	2.3%	-10.9%
2.8%	4.6%	-1.8%	8.1%	-5.3%
2.9%	12.5%	-9.7%	7.5%	-4.7%
48.3%	47.8%	-0.5%	47.7%	-0.6%

		Year-to-date			
Actual	Budget	Fav (Unfav) variance		Prior Year	Fav (Unfav) Var
		\$	%		
22,036	21,850	186	0.9%	18,247	3,789
383	175	208	> 100%	158	225
22,419	22,025	394	1.8%	18,405	4,014
11,105	10,913	(192)	-1.8%	9,257	(1,848)
4,078	4,340	262	6.0%	6,440	2,362
2,950	2,741	(210)	-7.7%	2,243	(707)
1,550	2,037	486	23.9%	2,881	1,331
1,667	1,630	(37)	-2.3%	2,046	379
522	725	203	28.0%	450	(71)
21,872	22,385	513	2.3%	23,318	1,446
547	(360)	907	> 100%	(4,913)	5,460
466	226	240	> 100%	539	(72)
74	252	(178)	-70.7%	171	(97)
540	478	62	13.1%	710	(170)
1,087	118	969	< 100%	(4,203)	5,291

Financial Metrics

<i>Operating margin</i>	2.4%	-1.6%	4.1%	-26.7%	29.1%
<i>Net margin</i>	4.9%	0.5%	4.3%	-22.8%	27.7%
<i>EBITDA margin</i>	12.2%	9.1%	3.1%	-13.1%	25.3%
<i>Discount rate</i>	45.8%	48.0%	2.2%	48.3%	2.5%

**WINDOM AREA HEALTH
FY 2026
CAPITAL ASSET ACQUISITIONS**

Yrs Dep	Capital Asset	Vendor	Asset class	May	June	July	August	September	October
	Webex Calling Project	Marco Tech	Maj Mov		68,149				
	Wireless Refresh Project	Marco Tech	Maj Mov				222,582	11,868	
	TV Refresh	Nationsat	Maj Mov					24,275	
	3 Mobile Chaise Recliners for Med/Surg	Interstate Office Products	Maj Mov					11,976	
	Capsule in the OR	Philips	Maj Mov					6,196	
	Mobile Tele-Health Units for Med/Surg	Philips	Maj Mov					7,338	
	UCR with Cylinder Hose for Olympus Tower in OR	Olympus	Maj Mov						5,089
	Procedure Table for Trimont Clinic	Owens & Minor	Maj Mov						9,095
	Network Switch Refresh Project	Marco Tech	Maj Mov						93,813
	Colonoscopy Equipment	Olympus	Maj Mov						135,725
	Stretcher Outreach Procedure Room #2	Stryker Medical	Maj Mov						5,863
	Total			-	68,149	-	222,582	61,653	249,585

Yrs Dep	Capital Asset	Vendor	Asset class	November	December	January	February	March	April
	Snowplow	Wendorff Welding	Maj Mov	5,500					
	STA Compact Max Piercing-Anticoagulation Equip	Diagnostica Stago	Maj Mov	36,927					
	Lights/Monitors/Arms Integration for OR2	Steris	Maj Mov	115,419					
	Total			157,846	-	-	-	-	-

Total YTD Capital Acquisitions 759,815

Windom Area Health Professional Practice | Quality & Planning Committee Meeting AGENDA

Purpose: Oversee WAH compliance with regulations and laws, receive recommendations from the Medical Staff, oversee preparation and implementation of strategic plans, receive and consider all quality reports, and recommend board approval to agenda items as requested.

Meeting Date | Time | Location: Monday, December 22, 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, November 24, 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. Yusuf

NEW/CURRENT ITEMS

Organizational updates	<ul style="list-style-type: none"> Review organizational updates Windom Vision Committee Updates 	Shelby Medina
<i>Other</i>		

CONCLUSION

	Conclude Professional Practice Quality & Planning Committee meeting	Terry Tegels
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	<p>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</p> <p>RESIGNATIONS: Kondal Madaram, MD Psychiatry Telemedicine Gaddum Reddy, MD General Surgery Consulting Furhan Qureshi, MD Pathology Telemedicine Monty Seper, MD Emergency Medicine Emergency Services</p> <p>Medical Staff / Professional Practice Quality & Planning Committee meeting updates:</p> <ul style="list-style-type: none"> • No concerns with the credentialing list. • Formalized the peer review process - everyone is now aligned. • Provided an update on how the Rural Health Transformation funds may be distributed. • With Dr. Yusuf transitioning into the CMO role, bylaws prevent serving as both CMO and Chief of Staff. Dr. Kamlitz will assume the Chief of Staff position beginning in January. • Provided an update of staffing changes and need to identify a lead for prenatal classes and move forward with filling that role. 	
NEW/CURRENT ITEMS		
Organizational Updates	<p>Organizational Updates: Strategic Plan Update</p> <ul style="list-style-type: none"> • Chad Gerhold, Business Analyst, is running data reports to better understand referral patterns and assess the extent to which our organizational partners are engaging with and utilizing our services. <p>Organizational Structure Adjustments</p> <ul style="list-style-type: none"> • Surgery Department: Temporarily reporting to Shelby, with Micara Kolander and Erin Larch overseeing the department. Working through growing pains in Outreach and the Specialty Clinic, identifying process improvements and clarifying hospital versus clinic responsibilities. • Trimont Clinic: Shelby visited the clinic last week; operations are going very well. Patient volume continues to increase as word spreads. • Leadership Transitions: Monica is moving into her second retirement in March 2026. Landon is preparing to step into the CNO role and is currently interviewing candidates for the Nurse Manager position to allow a smooth handoff of DON duties. • Community Health & Wellness: Temporarily reporting to Shelby during a period of heavy HR and payroll-related workload. Once balanced and fully staffed, this will shift back under CHRO. • Wellness Manager Recruitment: We are continuing to look for the right candidate who can build a more complete wellness program to include all areas of wellness - nutritional, occupational, and mental wellness. This includes the hyperbaric chamber, which would be used differently than in the Wound Center, and expand services not typically available in rural areas. 	Shelby Medina
Other		
CONCLUSION		
	The Professional Practice Quality & Planning Committee meeting was concluded by chairperson.	Terry Tegels

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

**WINDOM AREA HEALTH
CREDENTIALING LIST**

DECEMBER 22, 2025

APPOINTMENTS:

Sara Beth Burner-Orcutt, D.O.	Behavioral Health (Avel)	Telemedicine
Reginald Deligent, M.D.	Behavioral Health (Avel)	Telemedicine
Antoinette Laurel, D.O.	Behavioral Health (Avel)	Telemedicine
Kacey Moss, M.D.	Behavioral Health (Avel)	Telemedicine
John Person, M.D.	Behavioral Health (Avel)	Telemedicine
Ryan Santin, M.D.	Behavioral Health (Avel)	Telemedicine

REAPPOINTMENTS:

Charles Flohr, M.D.	Radiology	Consulting
Kelli Kolander, CNP	Cardiology (Clark)	Allied Health Professionals

SIX MONTH POST APPOINTMENT FOLLOW-UP:

Kayla Adamek, CNP	Cardiology (Clark)	Allied Health Professionals
Benjamin Armstrong, CRNA	Anesthesia	Allied Health Professionals
Sean Bennett, D.O.	Behavioral Health (AmWell)	Telemedicine
Brent Chambers, PA-C	Orthopedics (Botker)	Allied Health Professionals

CHANGE IN/ADDITIONAL STATUS:

N/A

ADDITIONAL PRIVILEGE REQUEST:

N/A

AVEL ECARE SCHEDULE1 APPOINTMENTS:

N/A

SANFORD TELEMEDICINE APPOINTMENTS (Informational Only):

N/A

RESIGNATIONS:

Elise In't Veld, M.D.	Ophthalmology	Consulting
Lindsey Wiese, RN	Ophthalmology (In't Veld)	Allied Health Professional

NOVEMBER COMMENTS

Ambulatory Surgery Everyone was very friendly and caring. I felt very comfortable and relaxed while I was there for my procedure. I would definitely recommend Windom Area. Health.

Ambulatory Surgery Everyone was so nice to me!

Ambulatory Surgery I came in to have a colonoscopy done. The Dr and anesthesiologist, after asking me some health questions, my heart came into question. I had been having some pain a week and a couple days prior to my procedure. They discussed it and decided it wasn't safe for me, number one, and the anesthesias was very uncomfortable putting under. There could be complications going forward. They were very concerned but felt bad that I had done the preparation and all. I reassured them I totally understood and I wouldn't want to move forward with colonoscopy either. And I would never want them to have something go wrong and live with that. So everyone one moved forward with precaution and I will return after getting my heart checked out. I'm thankful they are very caring about their patients and put us first when it comes to doing what's right. I appreciate it very much!! Thanks again!!

Ambulatory Surgery "Everyone was extremely nice! I would like to thank Montana and Brooke for being so friendly, they are amazing nurses! The only thing that you could improve on is the first person at your check in desk was not friendly at all. I have never been to your hospital so I said is this where I check in for surgery and she didn't look up, just said ""your date of birth"" "

Ambulatory Surgery I think everyone was really nice and the doctor was very attentive and answered the question and the nurse Brooke was very, very nice and explained stuff to me and followed up and I just really had a good experience. Thank you.

Ambulatory Surgery Excellent care. Thank you so much!

Ambulatory Surgery "Friendly, caring nurses and surgeon. Procedure went well with results of biopsy received within 2 days. Excellent!"

Clinic - Windom Great care

Clinic - Windom I had a great experience at my Dr appointment.

ED The staff were so caring and wonderful! They were very attentive to my needs.

NOVEMBER COMMENTS

- ED Excellent nurses thank you
- ED It would have been great to have a tapering off of the pregnisone that I was given. I was given a shot, which I have no idea how many milligrams that was. And then I was given a prescription for pregnisone, 40 milligrams for five days. This is not going well and I don't even have a tapering off period. So kind of very disappointed
- ED The doctor, nurses, technicians, and staff were thorough, attentive, and professional but personable.
- ED Excellent service
- Imaging In and out no waiting. Doctor very nice. I will be using them again in future problems
- Imaging "At the front desk the gal led me to the hall that would take me to X-ray department so I went and sat in the waiting room but no one call for me when I asked why I was being skipped the technician told me they didn't know I was there because I didn't check in. What? I wasn't instructed to stop at the desk and check in just to go to the waiting room. I did get my X-ray but it made me late for my appointment with the Dr. I guess I learned to ask more questions sooner.All in all I love Windom Area Health-
- Imaging "MRI was a first experience for me I did not know how noisy the machine would be; thankful for headset with music. I was impressed by the quick time in which the report was delivered."
- Imaging Great job everyone
- Imaging "Very friendly, professional and pleasant staff. Thank you."
- Imaging Marie was great. She explained what she was doing all the time. She made me comfortable right from the start.
- Imaging No complaints
- Imaging Becky is an asset to the radiology team at WAH. She explained everything and was very professional as well as kind and caring.
- Imaging No waiting, professional and kind.
- Imaging I appreciated that when they had trouble getting my IV in that they were willing to call for an RN for help.
- Imaging Easiest CT scan I have ever had.

NOVEMBER COMMENTS

- Imaging Uneventful. No surprises. Went as I anticipated. Technician was very personable. Facility is excellent for a community our size.
- Imaging It's always great when it's over but they were very good
- Imaging Very caring and explained everything
- Imaging The staff was very kind and attentive.
- Inpatient "Need to put some music in the hallway and rooms so it doesn't feel like a morgue"
- Lab Quick and relatively painless.
- Outpatient It was quite.
- Outpatient Windom wound care is great. I have been there several times and each time I am treated well and cared for. They have helped me heal several times.
- Outpatient Jared was a great nurse. Was kind and funny and made the visit fly by. He was professional and answered my questions.
- Outpatient I was there for the sleep study, the side table was occupied with things for the techs equipment. It would have been nice to have a side table for a persons personal belongings, instead of placing them on the floor. It wasn't a comfortable experience - but I know it's limited! Over all it was fine for what us was!
- Outpatient Very pleasant gal.
- Outpatient They were all helpful, kind & courteous,
- Outpatient Very pleasant people to work with on time full of information
- PT, OT, ST Great job
- PT, OT, ST Excelente staff
- PT, OT, ST All was good.
- PT, OT, ST I appreciate having staff & facilities available here in Windom.
- PT, OT, ST Nicole is one of the best things that has ever happened to our autistic daughter's life!
- PT, OT, ST If I could only come out of therapy young!
- PT, OT, ST Excellent physical department! All of the staff is professional, friendly, patient-driven, and focused on the mission of rehab body, mind, and soul!

NOVEMBER COMMENTS

PT, OT, ST The therapy department is awesome I work with Ike and he does a amazing job thank you

PT, OT, ST I feel confident I will regain as much functionality as possible in my situation.

PT, OT, ST They have always done exceptional service whenever I have needed them!



FOUNDATION BOARD OF DIRECTORS MEETING

DECEMBER 16, 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 November 18, 2025

- III. BUSINESS ITEMS**
 - Mission Moment *Katie Greener*
 - **Approve Financial Statement *Jay Grandprey*
 - **990 Approval & Signatures *Jay Grandprey*
 - Hospital Update *Katie Greener*
 - Board Director slot open *Katie Greener*
 - Be The Light Gala - Updates *Katie, Robin, Claudia*
 - Donor Touchpoint Updates *Katie Greener*
 - Volunteer Hours *Katie Greener*

- IV. NEW ITEMS**
 - Fund Payout updates
 - Upcoming Items *Katie Greener*
 - *January 13, Boxing Out Cancer basketball night*
 - *January tax statements & “impact” piece*
 - *February 21st Gala, setup on Friday the 20th, 12pm - 4pm*
 -

- V. NEXT MEETING – January 24, 2026**

- VI. MEETING ADJOURNED** *Greg Scheitel*

**WINDOM AREA HEALTH FOUNDATION
FOUNDATION BOARD MEETING MINUTES
Nov 19, 2025, at 5:00 P.M. IN NURSE'S CONFERENCE ROOM**

Attending: Terry Tegels, Robin Rahn, Claudia Lopez, Greg Scheitel, Mark Nemitz, Katie Greener

Absent: Jay Grandprey, Dan Ortmann

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 Board Chair Greg Scheitel, called the meeting to order at 5:00 pm.

FOUNDATION AGENDA

M/S/C UNANIMOUSLY TO APPROVE THE NOV 19, 2025 FOUNDATION AGENDA AS PRESENTED (TT/MN).

FOUNDATION MINUTES

M/S/C UNANIMOUSLY TO APPROVE MINUTES FROM THE OCTOBER 28, 2025 REGULAR MEETING (TT/RR).

GUEST PRESENTATION: MENTAL HEALTH FUND APPLICANT

Melissa Pletcher & Cassie Muske presented on their application to the Mental Health Fund, for the Child Safety Matters/Mental Health Matters Curriculum. They explained the effectiveness of the curriculum both on a national scale and in Windom Area Schools. They clarified that while the request is to lock in a four-year contract, the materials are updated annually. Monique Burr Foundation hosts pre/post tests, but they keep that data. The school has data on faster report turnaround times for students and overall decrease in office referrals for incidents of bullying/inappropriate language, etc., which is evidence of improvement in students' coping skills. The Board asked questions and voted on a decision later in the meeting.

BUSINESS ITEMS

Mission Moment

The group shared examples of our mission in action in the community: the Trimont Clinic grant opening, and the expansion of the Giving Tree project into Trimont and Lakefield. Katie opened discussion about the group's familiarity with hospital happenings, and in the future, Katie will provide more updates about the direction of WAH for the benefit of the group. Katie reiterated that the mission of the Foundation is to support the hospital, per our IRS status as a supporting organization. Foundation's finances are separate; but different than a community Foundation, or efforts need to have a direct tie to the hospital.

****Approve Financial Statement**

The group reviewed the October financial statement as presented by Terry, in Jay's absence.

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

Be The Light Gala - Updates

The committee has another meeting planned for this coming Thursday. We have raised \$9,600 in cash sponsors and \$2,588 in trades/gifts-in-kind. Ticket sales opened this month. Board members are expected to bring guests to fill a six-person table. Table can be purchased online in the ticketing platform, or via check.

****Review Mental Health Fund Applications**

The group reviewed the application from Windom Area Schools. Recommendation was made to ask them for the pre/post Monique Burr Foundation data to better evaluate the effectiveness of the training.

M/S/C UNANIMOUSLY TO APPROVE THE WINDOM AREA SCHOOLS MENTAL HEALTH FUND APPLICATION FOR UP TO \$4,280 TO COVER THE FOUR-YEAR SAFETY MATTERS/MENTAL HEALTH MATTERS CURRICULUM FOR WINDOM AREA SCHOOLS, WITH A REQUEST TO HAVE PRE/POST DATA COLLECTED, AND THE AWARD PAID OUT ON A REIMBURSEMENT (TT/MN).

Donor Touchpoint Updates

The group signed thank-you cards and shared updates about donor touchpoints. Robin has been sending out thanksgiving-themed cards to her list of names. Terry signed up to take names.

Fall Mail Appeal Review

The Be Well Path fundraiser appeal was mailed out in the last 10 days. It has raised \$900 to-date, the goal is \$10,000.

Volunteer Hours

Board members added their hours to the 2025 spreadsheet.

NEW ITEMS

End-of-Year Items:

- “Give to the Max” Day is on November 20th, highlighting the Be Well path. End of year giving, Katie will check in with some donors.
- First Baby of the New Year: the OB dept will give out a years’ worth of free diapers to the First Family. The Foundation will accept donations passively.
- Tax statements will go out in January along with a one-pager impact piece.

Meeting Adjournment at 6:00 pm. The next Foundation Board Meeting will be held on December 16th and continue on the 4th Tuesdays into the new year.

ROBIN RAHN, WAH Foundation Secretary