

Board of Trustees Meeting

June 17, 2024

5:00 p.m. Davis County Hospital & Clinics Conference Room D

The Governing Board of Davis County Hospital & Clinics met for their regular meeting, Monday, June 17, 2024, in Conference Room D.

TRUSTEES PRESENT: Bailey Westfall, Nolan Eakins, Donna Olinger, and Heath Greiner were present.

TRUSTEES ABSENT: Kevin Cook.

OTHERS PRESENT: Veronica Fuhs, Lisa Barrett, Lisa Warren, Carleena Brown, Nikki Thordarson, Megan Hull, Lynn Fellingner, Pam Young, Chris Hickie, Robert Floyd, D.O., and Karen Spurgeon.

MINUTES

1. CALL TO ORDER

Heath Greiner, Vice Chair, called the meeting to order at 5:00 p.m.

2. DETERMINATION OF A QUORUM

A roll call of Trustees was taken, and a quorum was present with four (4) Trustees in attendance.

3. APPROVE AGENDA

A motion was made by Donna Olinger seconded, by Nolan Eakins, to approve the agenda as presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

4. CONSENT AGENDAS

A motion was made by Bailey Westfall seconded by Nolan Eakins to approve the consent agendas for April 15, 2024, and May 20, 2024, as presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

5. AUDIENCE REQUEST TO SPEAK

There were no requests to speak.

6. PUBLIC HEALTH DEPARTMENT PRIDE REPORT

Lynn Fellingner presented the Public Health Departmental Pride Report which included the introduction of staff and a description of the various duties that Public Health staff perform. Lynn shared that she and Diana Simmons, Public Health Homemaker, will be retiring next week. Megan Hull has accepted the position of Public Health manager and Lindsey Ewing; LPN will be stepping into the role of Public Health nurse. Interviews are being conducted for the homemaker position.

7. QUALITY REPORT

Nikki presented the April and May Quality reports which included fall rates, adverse drug events, hospital acquired pressure injuries, and the healthcare associated infection data. Nikki shared patient safety/performance improvement activities that were identified and addressed.

8. CRITICAL ACCESS Hospital Report

Nikki presented the following new policies, revised policy statements, revised procedures, request to retire, revised policies, and unchanged policy reviews for approval consideration.

New Policies

- Insight Downtime Policy – Senior Life Solutions
- Customer Complaints, Grievances, and Service Recovery – Risk Management

Revised Policy Statements

- Anesthesia Machine Safety – Anesthesia

Board of Trustees Meeting

June 17, 2024

5:00 p.m. Davis County Hospital & Clinics Conference Room D

- Anesthesia Pediatric Guidelines – Anesthesia
- Anesthesia Workplace – Anesthesia
- Duties and Responsibilities Anesthesia Medical Director – Anesthesia
- Duties & Responsibilities – Certified Registered Nurse Anesthetist (CRNA) - Anesthesia
- Bomb Threat- Safety and Security
- Cleanroom Suite, Segregated Compounding Area and Primary Engineering Control Maintenance – Pharmacy
- Communications Plan – Safety and Security
- Evacuation Levels – Safety and Security
- Incident Command System Activation – Safety and Security
- Maintaining Freezer, Refrigerator, Paraffin, and Hydrocolator Temperatures – PT/OT
- Plain Language Emergency Codes – Safety and Security
- Safety Responsibilities – Safety and Security

Request to Retire

- Patient/Visitor Complaints, Grievances, and/or Suggestions – Administration
- Section 504 Grievance Procedure – Administration
- Grievance Policy – Risk Management
- Grievance Policy – Public Health
- Service Recovery – Risk Management

Revised Policies

- Anesthesia
- EMS
- Med Surg
- Outpatient
- PT/OT
- Safety and Security

Unchanged Policy Reviews

- Anesthesia
- EMS
- Medical Imaging Services
- Medical Staff
- Med Surg
- PT/OT
- Quality
- Speech Therapy

A motion was made by Nolan Eakins seconded, by Donna Olinger to approve the new policies, revised policy statements, retired policies, revised policies, and unchanged policy reviews. as presented. Motion carried.

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Eakins	Yes	Westfall	Yes
Greiner	Yes		

Board of Trustees Meeting

June 17, 2024

5:00 p.m. Davis County Hospital & Clinics Conference Room D

9. MEDICAL STAFF CREDENTIALING

The following list of providers was recommended for final approval consideration by our Active Medical Staff.

Initial Appointment

- **Chelsea Miller, ARNP** – Affiliate – Emergency Medicine
- **Nicholas Comstock, DO** – Courtesy – Emergency Medicine/Hospitalist

A motion was made by Donna Olinger seconded by Nolan Eakins to accept the recommendation of the Active Medical Staff and grant final approval of the initial appointments being presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

10. FINANCE

a. Financial Reports

Lisa Warren presented the financial and revenue cycle reports for April and May 2024.

A motion was made by Bailey Westfall seconded by Nolan Eakins to approve April and May 2024 financial reports as presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

b. FY 2025 Capital Purchase List

Lisa Warren presented the FY 2025 Capital Purchase List for approval.

A motion was made by Donna Olinger seconded by Bailey Westfall to approve the FY 2025 Capital Purchase list as presented. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

11. CHIEF OF STAFF REPORT

Dr. Floyd reported that the clinic is doing well with 1527 visits in May. Dr. Floyd shared that Dr. Silas Shin, D.O., and Nakila Blessing, ARNP have joined the clinic and are doing well. Dr. Floyd reported that Dr. Mary Graeff, MD, and Beverly Oliver, ARNP will be retiring at the end of this month, and recruiting efforts are underway to fill those vacancies.

12. CHIEF NURSING OFFICER REPORT

Nikki reported that the new ambulance is due to be delivered on July 2, 2024. Once received it will need to have graphics added prior to being put into service. Nikki shared that the E911 radios will be upgraded to dual head radios which are more efficient and will have a lower cost than originally expected. Nikki shared that Teri Hanna, EMS Manager in conjunction with Indian Hills Community College has applied for and received a grant through Telligen that will provide funding for the training of fifteen EMT students. Teri will be teaching a portion of this education. Nikki reported that there is another federal grant application that has been submitted and they expect to hear the status of that grant in the fall of this year. Nikki congratulated Lynn Fellingner on her retirement and thanked her for her many years of service to our community. Nikki congratulated Megan Hull on her new position as Public Health manager. Nikki shared that, Diana Simmons; Homemaker is also retiring this month, and expressed her gratitude for Diana's many years of service. Interviews are being conducted to fill this position.

13. CHIEF EXECUTIVE OFFICER REPORT

Veronica spoke about the different grants that have been applied for and the benefits that these funding opportunities have for our facility and the community. She shared that the EMT students receiving training through the Telligen grant will be rotating through various hospital departments learning about different service lines. Veronica shared that MercyOne is focusing on health equity and is running

Board of Trustees Meeting

June 17, 2024

5:00 p.m. Davis County Hospital & Clinics Conference Room D

advertisements targeted towards communicating to the public and insurance payors that patients come first. Veronica spoke about the three health groups that are present in Iowa, MercyOne, Trinity Health, and Mercy clarifying that we are Affiliated with MercyOne. Veronica shared with the Trustees that the Iowa Hospital Association's annual meeting will be held the second week of October. She will provide the Trustees with registration information when it is available. Veronica reported that there will be a scheduled call with MercyOne and Board of Trustees members. Information regarding this call will be sent to the Trustees when it is available.

14. Board Communication

a. Chair Comments

Heath shared his appreciation for all of the hard work that Public Health does to support health and wellbeing throughout our community.

b. Trustee Comments

No other comments were made.

15. CLOSED SESSION IOWA CODE 21.5(1) (a) and (i)

Heath Greiner stated that the Board would go into closed session at 5:42 pm pursuant to Iowa Code § 21.5.1(i). Bailey Westfall made a motion to go into closed session, seconded by Donna Olinger. Heath asked board members to vote "yes" or "no" on the question of going into closed session.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

Heath asked that the following people stay; Veronica Fuhs, CEO

Reconvene Open session: 6:15 pm.

16. MercyOne Master Services Agreement

Veronica presented the MercyOne Master Services Agreement. Bailey Westfall made a motion to approve the MercyOne Master Services Agreement as presented, seconded by Donna Olinger. Motion carried.

Cook	Absent	Olinger	Yes
Eakins	Yes	Westfall	Yes
Greiner	Yes		

17. NEXT MEETING DATE

The next scheduled regular meeting is Monday, August 19, 2024, at 5:00 p.m.

18. ADJOURNMENT

A motion was made by Nolan Eakins seconded by Donna Olinger to adjourn the meeting. Motion unanimously carried.

The meeting was adjourned at 6:18 p.m.

Chairperson or Vice- Chair

Secretary/ Treasurer or Board Member

Lisa Barrett, Administrative Assistant