

# Meeting Minutes Record

## Meeting: Board of Directors - Hybrid: In-Person/Virtual Meeting

**Date:** January 30, 2025

**Location:** Virtual Meeting

**Start Time:** 5:03pm

**End Time:** 6:56pm

**Board Members Present:** Michael Hemesath- Board Chair, Robert Morrison-Vice-Chair, Sarah Carlsen, Rick Estenson (virtual), Katie Lane, Crystal Mulvihill, Jami Reister, Fred Rogers, Jessica Peterson White

**Staff Present:** Zander Abbott- CEO (virtual), Tammy Hayes- COO, Jeff Meland- CMO (virtual), Jennifer Fischer- MD, Eric Guth- CFO, Lisa Bauer- CNE, Betsy Spethman- Director of Community Relations (virtual), Vern Lougheed- ITS, Kelly Lee (Recorder)

**Others Present:** Teresa Knoedler- Legal Counsel (virtual), Ben Martig- City Administrator

## Call to Order and Approval of the Agenda

The board meeting was called to order by board chair Michael Hemsath at 5:03 p.m.

Michael took a moment to thank everyone for being dedicated to the vision and mission at NH+C. We are very fortunate to have such dedicated administrators, providers, employees and board members.

He joined with all present in welcoming Zander Abbott as the new president and CEO.

Meetings will now take place in hybrid format. Board members that joined virtually were: Rick Estenson.

The locations of board members attending by electronic means were included in the public notice of the meeting.

Items on the consent agenda (available on the portal):

- Meeting minutes (approve)
  - Board meeting (December 19, 2024)
- Meeting minutes (accepted)
  - Quality Committee (December 11, 2024)
- Policies/Forms/Other (accepted)
  - Annual review of board member roles and responsibilities
  - MN Pay Equity Report
  - CEO Notice of Outside Activity

**Action: Motion was made by Fred Rogers and seconded by Katie Lane to approve the agenda and consent agenda as presented. With board members participating virtually, a roll call was performed. Motion carried.**

**Follow-up/Resolution: Closed.**

## **Reports**

### **Hospital Chief of Staff Report**

In the absence of newly appointed Chief of Staff, Dr. Jennifer Fischer, Dr. Jeff Meland, CMO, presented the medical staff files for approval.

**Action: No updates provided**

**Follow-up/Resolution: Closed.**

### **Approval of Applications for Medical Staff Membership/Privileges**

The medical staff applications from the Credentials Committee.

#### **Appointments:**

- 4356: AH:I, Anesthesia
- 4357: Affiliate, Maternal Fetal Medicine

#### **Reappointments:**

- 4185: AH:D, Oncology
- 4188: AH:I, Anesthesia
- 3905: Affiliate, Cardiology
- 4062: Affiliate, Cardiology
- 3786: Affiliate, Occupational Medicine
- 4186: AH:I, Anesthesia
- 4061: Affiliate, Cardiology
- 3978: Active, General Surgery
- 3901: Telemedicine, Teleradiology

#### **Request for additional privileges:**

- 4243: Telemedicine, Tele-hospitalist
- 4209: Active, Emergency Medicine
- 4191: Active, Orthopedic Surgery
- 4188: AH:I, Anesthesia
- 4158: Active, OBGYN

**Action: A motion was made by Crystal Mulvihill and seconded by Robert Morrison to approve the medical staff files as presented. With board members participating virtually, a roll call was performed. Motion carried.**

**Follow-up/Resolution: Closed.**

### **Presentations/Action Items**

Digital Services Update

Vern Loughheed, IT/ITS Director provided an update to board members regarding all the work that has been done and is currently being assessed surrounding all digital services that provide both employee and patient satisfaction.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## **Executive and Committee Reports**

### **CEO Report**

Zander Abbott, new president and CEO, reported on the following:

- Zander thanked everyone for being so welcoming in his second week as president and CEO. He is extremely grateful for a strong administrative team and clinical infrastructure. NH+C has very impressive focus on quality and safety, and he has a desire to help make NH+C succeed in 2025.
- He welcomed new board chair, Michael Hemesath; new vice chair Robert Morrison and returning board member Jessica Peterson White to the board of directors at NH+C.
- He is very thankful for the excellent hand-off by retired president and CEO, Steve Underdahl.

### **Strategic Update:**

- Zander and the team continue to review prior proposals, along with evaluating other potential uses for the previously used long term care space.
- Zander is currently evaluating the current needs of the key leadership role of COO as Tammy Hayes has stepped into this role recently and plans to retire in June of 2025. The goal is to begin recruitment soon to ensure a smooth transition.
- Will be working with all NH+C leaders and board members to partner in developing a process for reviewing our strategic plans for 2025 and forward.

### **Operations:**

- Quality initiative continue to be reviewed and improved by developing and using dashboards and reports. Our interdisciplinary teams and committee are committed to this work.

- Plans continue to be developed to improve our revenue cycle by partnering across the organization.
- Our care teams are very busy. Thank you all for what you do to care for our patients!
- Work continues to review our employee compensation and benefits.
- IT is partnering with many in the organization to make processes more efficient.

**Policy/Outreach:**

- Zander will be attending the upcoming AHA rural healthcare conference and MHA events.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

## Financial Report

Eric Guth, CFO, presented the December financial report.

### December Key Drivers

- Clinic RVU's were 25% over budget.
- ED visits were 15% over budget.
- Births were 22% under budget.
- Surgeries were 6% under budget.

### Financial Outcomes:

- Gross Operating Revenues were \$106K over budget.
- Deductions were \$76K under budget.
- Bad Debt was \$14K under budget.
- Net Revenues were \$250K over budget.
- Operating expenses were \$212K over budget.
- Net operating income was \$352K vs. a budgeted income of \$314K. (\$38K favorable to budget).

**Action: Information only.**

**Follow-up/Resolution: Closed.**

### 2025 Budget

Eric Guth presented the 2025 Budget as recommended by the Budget and Finance committee. He highlighted the focuses and path to profitability, along with the summary.

**Action: A motion was made by Fred Rogers and seconded by Sarah Carlsen to approve the 2025 Budget as presented. With board members participating virtually, a roll call was performed. Motion carried.**

**Follow-up/Resolution: Closed.**

### **Budget and Finance Committee (verbal report)**

Fred Rogers share that the Budget & Finance committee mainly reviewed a proposed targeted budget.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

### **Roundtable, Announcements and Questions**

Sarah Carlsen expressed her thanks to Mayor Rhonda Pownell for her effort and care for what she has brought to NH+C's mission and value serving on the hospital board and the community relations committee.

**Action: Information only.**

**Follow-up/Resolution: Closed.**

### **Adjourn**

The meeting was adjourned at 6:56 p.m.

**Action: A motion was made by Robert Morrison and seconded by Katie Lane to adjourn the open meeting session. A roll call vote was performed. Motion carried.**

**Follow-up/Resolution: Closed.**