RUSK COUNTY MEMORIAL HOSPITAL
BOARD OF TRUSTEES MEETING MINUTES
MARCH 3, 2015/7:00 PM/RIVERSIDE ROOM

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<th>WHAT/WHO</th>
<th>ACTION</th>
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<td><strong>I. CALL TO ORDER – Eldon Skogen, Chair</strong></td>
<td>The meeting was called to order at 7:05 p.m. by Chair Eldon Skogen.</td>
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| **A. Attendance** | **Board Members Present:** Eldon Skogen, Melanie Meyer, Ken Smith, Ed Tomasovich, Brad Goffin, Stanley Kromrey, Gordon Dukerschein, Julie Hauser, ex-officio Charisse Oland  
**Absent:** Jim Edming  
**Others Present:** Rita Telitz, David Kuehn, Roberta Riddle |
| **B. Agenda Review** | The agenda was reviewed. **A MOTION was made by Stanley Kromrey TO APPROVE THE AGENDA AS PRESENTED.** The motion was seconded by Melanie Meyer and passed unanimously. |
| **C. Minutes from 1/26/15 Meeting (Tab 1)** | The minutes of the January 26, 2015 meeting were reviewed. **A MOTION was made by Gordie Dukerschein TO APPROVE THE MINUTES.** The motion was seconded by Ken Smith and passed unanimously. |

**II. COMMITTEE REPORTS**

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| **A. Finance Committee – Gordie Dukerschein**  
1. January 2015 Financials/Statistics *(Tab 2)*  
2. IT Steering Committee | Mr. Dukerschein reported that there is a new statistics report starting this month that seems to be more helpful in showing financial trends.  
Mr. Kuehn noted that there has been good growth in med/surg days. ICU is up but close to what we had in January 2014. This is significant as there were three more providers in 2014, so it seems the hospitalist program is making up the difference and creating a new normal. Total admissions are up as well as total inpatient days. Outpatient activity has increased 11%. Emergency room and urgent care visits have both increased.  
Gordie stated that we only have the equivalent of one full-time person working in the clinic until Dr. Klein and another nurse practitioner start in June.  
Total surgical procedures are down quite considerably for the month due to Dr. Schein being on vacation.  
Imaging services are broken down on the new report (mammography, EKG, ultrasound, etc.) and all areas show growth. Lab tests are up as well.  
Employee prescriptions are down substantially due to |
low volume and low stock. The cost of billing system is significant so employees have been asked to pay cash for any prescriptions. We will be looking into a 430b program in the near future.

Physical therapy units are down on the inpatient level most likely due to local competition but will keep an eye on the numbers throughout the year.

The Clinics at Rusk and Riverside Clinic reports showed stable volumes. David stated that providers seem to be satisfied with the amount of activity.

Board members commented positively on the new statistical report.

David mentioned that the accreditation survey for the Provider Based Rural Health Clinic was performed in February. Only four issues were identified which were resolved before the surveyor left. We just received the paperwork to complete the process with the surveyor and then will be sent to Medicare for approval.

David then reported on the statements of revenue and expenses. He noted that the Riverside Clinic will be under budget until it is fully staffed. Contractual allowances are up significantly but directly relate to patient service revenue. Charity care is down 40% compared to January 2013, most likely due to cleaning up old accounts. Total deductions from revenue are up leaving net patient service revenue 1% off budget. Total operating revenue is $1.8 million.

Operating expenses include overage in nursing services due to increased patient volume. Also, some nursing contract expenses were not paid in December as they were not given to accounting department in a timely manner, so an audit adjustment will be made as the dollar amount exceeds $25,000.

Total operating expenses are 1.7% above budget. We are working to control FTE growth.

Julie asked about the amount of money collected due to capturing tax returns. David replied that we will start seeing this in February.

The balance sheet shows lower depreciation due to the building being fully depreciated. Will begin depreciating remodel upgrades once they are completed.
January ended with a $10,057 profit compared to January 2014 which had a loss of $381,000.

**A MOTION** was made by Ed Tomasovich **TO ACCEPT THE JANUARY 2015 STATISTICS AND FINANCIAL REPORTS.** The motion was seconded by Julie Hauser and passed unanimously.

Ms. Oland noted that David leading committee to select new IT system. Will be retaining consultant with WIPFLI to assist in process of comparing Cerner, McKesson and EPIC systems. Since this will be a large capital purchase, Charisse noted that we would bring in consultant to do presentation.

### B. Corporate Compliance Committee – Ed Tomasovich *(Tab 3)*

Mr. Tomasovich reported that the Corporate Compliance Committee met on February 19. He noted that the 2014 coding audits overall showed good results. No concerning trends were identified. There were six HIPAA violations reported to Office of Civil Rights in 2014. Details were provided in the meeting minutes. A business associate confidentiality agreement is being signed by all of the contractors working on-site. The corporate compliance log showed no complaints.

### III. OLD BUSINESS

None.

### IV. NEW BUSINESS

#### A. Resignation of Dr. Caroline Barusya – Charisse Oland

Ms. Oland informed board members that Dr. Barusya’s husband has a career opportunity and they will be moving to Minnesota in early April. She has been acting Chief of Staff since last October. Appreciation was expressed to Dr. Barusya for her leadership.

#### B. Medical Staff Report of 2/17/15 – Dr. Barusya *(Tab 4)*

1. Medical Staff Committee Assignments – Dr. Barusya/Charisse Oland
2. Credentialing Recommendations – Dr. Barusya *(Tab 5)*
3. Quality Report – Ms. Oland *(Tab 6)*

Dr. Barusya reported on the February 17 Medical Staff meeting. EPA’s Medical Director attended and met with staff.

When the bylaws were revised last year, we took into consideration the fact that there are fewer physicians, and now have NP’s who are active staff who can participate on Medical Staff committees but cannot hold office. Dr. Feierabend is the interim medical director of emergency medicine and has been instrumental in improving medical records issues. Dr. Linda Klein will start in June and will be serving as Chief Medical Officer. We continue to be challenged with fewer physicians so we may have to restructure the medical staff committees.

Charisse noted that the Joint Conference Committee meets tomorrow night and will talk further on this issue.
The full medical staff recommended the following credentials for approval:

**Appointment:**
Kimberly Moldenhauer, APNP, FNP-BC, DNP, Associate Staff

**Reappointment:**
Dr. Rima DeFatta, Otolaryngology, Courtesy Staff

The files were available for review.

A MOTION was made by Brad Goffin TO APPROVE THE REQUEST FOR APPOINTMENT AND REAPPOINTMENT TO THE MEDICAL STAFF AS PRESENTED. The motion was seconded by Stanley Kromrey and passed unanimously.

Ms. Oland reported on the HCAHPs rating for patient satisfaction. The trend is moving upward but slowly. The percentage of people willing to recommend is at 46%. She commented that Spooner Health System is now in the top fifth percentile on patient satisfaction scores but still remain low on willingness to recommend. Community perception takes years to change!

She also commented that since the hospitalist program was implemented, the transfer of information to primary care physician has not been smooth but we are working to improve this process. Another concern is the role of the collaborating physician for hospitalists but significant work is underway to build these necessary relationships.

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<th>C. <strong>Spooner Health System Visit Re:</strong> Hospitalists &amp; Facilities – Charisse Oland</th>
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<td>Ms. Oland noted that Spooner Health System execs were here to learn about our hospitalist program and shared information on the process they went through to build new facility.</td>
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<th>D. <strong>Clinic Accreditation – David Kuehn</strong></th>
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<th>E. <strong>Legislative Activities – Charisse Oland</strong></th>
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<td>1. Veterans Services</td>
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<td>2. WHA Network Adequacy Council</td>
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<td>Ms. Oland commented that Rep. Jim Edming joined her at the WHA Vikingland Region meeting in February. WHA is excited that RCMH has a board member who is on the Health Committee in the State Legislature as Wisconsin is the second lowest state for receiving Medicaid reimbursement.</td>
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She also reported that legislation was passed last year that allows veterans to obtain services locally if it is a hardship for them to get to a VA center. She noted that we were able to help a veteran obtain services locally. |
WHA and RWHC have created a Network Adequacy Council which deals with programs for implementation of the Affordable Care Act. RCMH is listed as preferred provider but our clinic is not, so we are working on correcting that.

She mentioned that WHA Advocacy Day is slated for April 28 and asked the board if they would be willing to meet earlier on the 27th.

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<th>CEO Report – Charisse Oland</th>
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<td>1.</td>
<td>Partners of RCMH Annual Report <em>(Enclosed)</em></td>
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The Partners annual report was distributed to board members. Hospitality services have begun, the gift shop is open again on a limited basis, and the hospital’s volunteer services coordinator is training Partners on various new roles in the hospital.

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<th>V.</th>
<th>MOTION TO ADJOURN</th>
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A MOTION was made by Brad Goffin TO ADJOURN THE MEETING. The motion was seconded by Julie Hauser and passed unanimously. The meeting adjourned at 8:12 p.m.

Next Meeting Date: March 30, 2015