

**Pipestone County Medical Center
Governing Board Meeting
May 16, 2017
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The meeting was called to order at 1:00 pm by Chairperson Les Nath. Members present: Bruce Kooiman, Chris Hollingsworth, Dan Wildermuth, Les Nath and Luke Johnson. Also present: Brad Burris, CEO; Dave Keeler, CFO; Curt Hohman, Avera McKennan; and Barb DeWilde, Executive Assistant.

Motion by Wildermuth, seconded by Hollingsworth, to approve the Agenda as presented; motion carried unanimously.

Motion by Johnson, seconded by Kooiman, to approve the Minutes from the April 18, 2017 regular meeting; motion carried unanimously.

Community Health Needs Assessment (CHNA) Report – Laurie Ness reviewed the report, which included the results of the survey responses, in addition to information from the focus groups that were held in Jasper, Pipestone and Edgerton, and a presentation to the local Kiwanis group. The next steps will be to set goals and priorities in order to finish up the report. It was mentioned that a Board work session may need to be scheduled to finish up on the CHNA and SWOT analysis and to do some strategic planning. Motion by Kooiman, seconded by Hollingsworth to accept this preliminary CHNA report; motion carried unanimously.

Plant Operations Report – The report was reviewed by Pete Swanson, Facility Services Manager. Chad Munce with Journey Construction gave a brief construction update. Roof Report – Chad Munce also gave an update on the roof. The roof reports and warranty information were included in the packet. Chad noted that Journey Construction feels comfortable with the warranty, which is a 20-year warranty. Firestone and Guarantee Roofing have indicated they will stand behind the warranty. Motion by Hollingsworth, seconded by Kooiman, to approve the Plant Operations Report; motion carried unanimously. Chad Munce thanked the Board for allowing Journey to work with PCMC. The Board, in-turn, expressed their appreciation to Mr. Munce.

Financial / Statistical Report – Dave Keeler, CFO, gave the monthly financial report noting that operating revenue was strong for the month. Depreciation expense will increase next month, as the new building will start depreciating. Mr. Keeler gave an explanation on changes in the accounting policy related to the PERA pension plan. The plan is under-funded and we now need to show PCMC's share of the under-funded amount on our financial statement. Motion by Kooiman, seconded by Hollingsworth, to approve the financial report; motion carried unanimously.

Administrator's Report – Brad Burris gave a marketing update and noted an upcoming ACO educational session for the board.

Avera McKennan Update – Curt Hohman reported. Installation of Meditech 6.1 for the Avera McKennan Region, of which Pipestone is a part of, has been moved back to late

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summer/early fall of 2019. Avera is looking to centralize coders, which will allow more efficiency over time.

Mr. Burris noted a couple of other items:

- A meeting regarding the helipad licensing will be held with MN DOT officials on Friday.
- Beginning June 3rd, Saturday morning clinic hours will be 8 am to noon and will be covered with locum mid-levels.
- A meeting date with Prime Health is being determined.

With no further business, motion by Kooiman, seconded by Hollingsworth, to adjourn the meeting at 2:07 pm; motion carried unanimously.

Respectfully submitted,

Les Nath, Chairperson

Bruce Kooiman, Secretary