

**Pipestone County Medical Center  
Governing Board Meeting  
January 15, 2019  
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The meeting was called to order at 9:00am by Chairperson Dan Wildermuth. Members present: Bruce Kooiman, Chris Hollingsworth, Dan Wildermuth, Les Nath and Luke Johnson. Also present: Brad Burris, CEO; Dave Keeler, CFO; Mark Vortherms, Avera McKennan; and Barb DeWilde, Executive Assistant.

The Agenda was amended to note that there is no delegated credentialing to approve, and the Student Day of Learning presentation will be postponed to a subsequent meeting. Motion by Kooiman, seconded by Hollingsworth, to approve the Agenda as amended; motion carried unanimously.

Election of 2019 Officers

Motion by Johnson, seconded by Nath, to nominate Chris Hollingsworth as Chairman. With no other nominations, a unanimous ballot was cast for Chris Hollingsworth as Chairperson. Mr. Hollingsworth assumed duties as Chair and presided over the meeting.

Motion by Hollingsworth, seconded by Wildermuth, to nominate Bruce Kooiman as Vice-Chair. With no other nominations, a unanimous ballot was cast for Bruce Kooiman as Vice-Chair.

Motion by Nath, seconded by Wildermuth, to nominate Luke Johnson as Secretary. With no other nominations, a unanimous ballot was cast for Luke Johnson as Secretary.

2019 Board Committee Assignments

Mr. Burris explained a couple of changes related to the Board Committees. The Advisory Council is being restructured and this committee may not meet this year. Also, the Hospice Committee is no longer needed, as Conditions of Participation have changed and a Hospice Advisory Board is no longer a requirement. Motion by Kooiman, seconded by Nath, to leave the committee assignments the same as the prior year, noting the new Chair and Vice-Chair as the Executive Committee, and removing the Hospice Committee; motion carried unanimously.

Committee assignments are:

Executive/Labor Relations Committee = Chris Hollingsworth and Bruce Kooiman

Advisory Council Representatives = Les Nath and Luke Johnson

Plant Operations = Bruce Kooiman and Les Nath

Performance Improvement = Dan Wildermuth and Chris Hollingsworth

Motion by Johnson, seconded by Wildermuth, to approve the Minutes from December 18, 2018; motion carried unanimously.

Plant Operations Report – Pete Swanson, Facility Services Manager, reviewed the report. The second floor project is nearing completion, with only a couple of rooms and a partial corridor left to complete, along with the final inspection. Install of the x-ray equipment at the Edgerton clinic is tentatively scheduled for February 4<sup>th</sup>. Pete explained the air handling project that we are requesting grant funds for. Motion by Kooiman, seconded by Nath, to approve the report; motion carried unanimously.

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Financial / Statistical Report – Dave Keeler, CFO, reviewed the December financial results, noting that volumes were lower for the month. He explained the variances and reviewed the statistics. Motion by Johnson, seconded by Kooiman, to approve the financial report; motion carried unanimously.

Governing Board Resolution – Brad Burris presented the Governing Board Resolution, which is part of the application process for the 2019 Rural Hospital Capital Improvement Grant from the MN Department of Health. PCMC will be submitting a grant application requesting the maximum amount of \$125,000 to be utilized for the Roof Top Unit Replacement Project. Motion by Kooiman, seconded by Nath, to approve the resolution; motion carried unanimously.

2019 Utilization Management Plan Approval – Dawn Wilson, RN, Discharge Planner, reviewed the Plan. This is essentially the same as the previous year, with only a few minor changes. Dawn explained the reason for utilization management and what it is. The UR Committee monitors length of stay, evaluates appropriateness of admission, medical necessity and quality of care. There were 598 cases reviewed in 2018, with none needing to be referred for additional review. A few minor corrections were noted by the Board and Dawn will make these revisions. Motion by Wildermuth, seconded by Johnson, to approve the Plan with the noted changes; motion carried unanimously.

Administrators Report – Brad Burris reviewed his report, noting that the marketing position has been filled. Also, PCMC has achieved Acute Stroke Ready Hospital designation. Brad reviewed the nine criteria the hospital must meet to achieve the designation and acknowledged PCMC's commitment to the community in this effort.

Avera McKennan Update – Mark Vortherms shared an Avera update, noting that Carris Health has joined Avera Marshall.

With no further business, motion by Wildermuth, seconded by Nath, to adjourn the meeting at 9:58am; motion carried unanimously.

Respectfully submitted,

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Chris Hollingsworth, Chairperson

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Luke Johnson, Secretary