

BOARD OF TRUSTEES  
**Regular Meeting Minutes**  
April 1, 2024

**Presiding Chairperson:** Harlan Holste, Chairman

**Secretary:** Rosalie Ross

---

**Attendance:**

***Board Members present:***

Harlan Holste, Chairman  
Matt Wolters, Vice Chairman  
Mike Braxmeyer, Treasurer  
Rosalie Ross, Secretary at 6:05pm  
Cedric Green  
Roger Philpott

***Members absent:***

Phil Studer  
Dan Fields  
Mike Mulligan

***Guests:***

***Administrative Team Staff Present:***

Gina Eastin, Regional Analyst  
Heather Prideaux, Regional CFO  
Ryan Marvin, Support Services Director  
Craig Loveless, CEO  
Amie Powell, Chief Operations Officer  
Tina Whisnant, Risk Manager – via Teams  
Stephanie Klinge, Spc Clinical Coordinator – via Teams  
Dawn Stasser, Quality – via Teams  
Travis Daise, MD, CMO  
Bethany Marintzer, Controller

***RCHC Staff Present:***

Bre McEwen, executive assistant

***Community Members Present:***

**Call to Order:**

- Board Chairman, Harlan Holste, called the meeting to order at 5:32 p.m.
- Recognition of Special Guests and Announcements: None.
- Mr. Braxmeyer moved, and Mr. Philpott seconded to approve the agenda. Motion carried 5-0.

**Public Comment:**

- Harlan Holste asked if there were any public comment: None.

**Consent Agenda:**

- Minutes from the February 26, 2024, regular meeting presented for approval.
- Reminder of the next regular scheduled board meeting date of Monday, April 22, at 5:30 pm.
- Informational Items-Department Reports: (The following are reports which require no actions unless otherwise noted):
  - Radiology report
  - Clinic report
  - Rehab report
  - HR report
- Mr. Wolters moved, and Mr. Philpott seconded to approve the Consent Agenda. Motion carried 5-0.

**Board Committee**

- Finance Committee:
  - Mr. Braxmeyer noted that it was a pretty even month. About where we were last year.
- By-Laws Committee:
- Building Committee:
  - Sent out three updated quotes. Recommended from the building committee was to get these done: Phase 1 Environmental Review, Geo-Tech Review, and NEPA Environmental Review. Phase 1 was to investigate property's history and current use that might cause problems. Cost: \$3,550. NEPA Environmental Review is how the proposed planned site will affect the surrounding area. Cost: \$11,550. Geo-Tech Review tests soil characteristics. Cost: \$6,780. Feasibility Study is back in draft form and plan to present at the April meeting.
    - Motion to approve the three environmental reviews as shown for the total amount of \$21,880.00 by Mr. Wolters, seconded by Mr. Philpott. Motion carried 5-0.
- Mill Levy Committee:
  - Committee consists of Harlan Holste, Matt Wolters, Scott Ross, Mark Wolters, Suzanna Koel, Heather Prideaux, and Ryan Marvin. Full committee meeting about a month ago. Worked on some things with Suzanna and received quite a bit of information. Will have another meeting soon and will get information out. Need to be very open, transparent, and educational about where the money is coming from. Need to show the RCHC has been operating efficiently and what is happening with county dollars. Reminder that this is a renewal and nothing new.

**Presentation:**

- None.

**Financials:**

- Days liquid cash on hand: 295
- Heather Prideaux presented the February 2024 financials. Gross patient revenue is up 2% this month. Sitting at 4% lower year-to-date against budget. Slow month with 340B income, but still higher than budgeted and last year. Currently 10% higher in operating revenues compared to last year. Other fees came in high this month for audit fees. This will balance out as the year continues. Net income of \$69,078 on the month, which is well above budget.

### **Medical Executive Report**

- The Medical Executive Committee Report with Credentialing was presented by Dr. Daise. Medical Executive Committee recommends mentioned providers for approval. Shayla Orten, LMSW accepted offer and plans to begin in June. Dr. Thomas Eddy has his first day tomorrow. RCHC level 4 trauma survey will be in May. This has been a long time process as it was delayed with COVID. Motion to approve Medical Executive Committee Report with credentialing by Mr. Wolters, seconded by Mr. Philpott. Motion carried 5-0.

### **Administrative Reports:**

- Dawn Stasser, RN, presented the 2024 Quality Management Plan. The only corrections were listed separately. Mr. Wolters moved to approve the 2024 Quality Management Plan as presented, seconded by Mr. Philpott. Motion carried 6-0.
- Dawn Stasser, RN, reviewed the 4<sup>th</sup> Quarter HCAHPS report. There were only 3 surveys returned in the quarter. Seeing quite a bit of improvement on questions regarding medications. RCHC scored a 9 overall out of 10.

### **CEO Report:**

- Craig reviewed this month's dashboards. Slightly higher than the state average with salaries to net patient revenue. This graph is supposed to represent how well management handles monies. Revenue per FTE is there for each employee to recognize their contribution to the facility. Sitting about \$16,900 monthly per FTE with an upward trend. A better comparison for this would be revenue per patient days. Would like to see where RCHC sit compared to surrounding facilities.

### **Chairperson Report:**

- There are five board members to renew this year. Renewals must be in by noon on June 3<sup>rd</sup> to the county clerk to get names on the ballot. Would like to know if anyone plans to not renew.
- Follow up from last month's community comment. Tina Whisnant gave the update. RCHC is working diligently with staff members with customer service and follow through. Having the three rotating ER/clinic providers is usually what causes the confusion. Putting processes in place to ensure patient needs are being met.

### **Other New Business:**

- 

### **Executive Session**

- Motion to enter into executive session to discuss non-elected personnel with Tina Whisnant, Amie Powell, Travis Daise, and executive committee for 30 minutes at 6:30 by Mr. Wolters, seconded by Mr. Green. Motion carried 5-0.
- Reconvened into open session at 6:55.
- No action was taken.

### **Adjournment:**

- There being no further business to come before the board, the meeting adjourned at 6:55pm.

---

Rosalie Ross, Secretary

---

Bre McEwen, Recording Secretary