

**Mason District Hospital Board of Director's Meeting**  
**Administrative Conference Room**  
**August 28<sup>th</sup>, 2024**

**Members Present:**

W. Blessman, Chairman  
D. Houghton, Vice Chairman  
D. Bryant, Treasurer  
R. Fornoff  
L. Leach  
A. Tucker  
D. Gunter  
C. Himmel

**Members Absent:**

M. Balbinot, Secretary  
(excused)

**Others Present:**

D. Adcock, CEO  
L. Bonnett, CFO  
K. Canevit, CNO  
S. Noll, MD  
J. Shults, Recorder

I. **CALL TO ORDER**

Mr. Blessman, Chairman called the meeting of the Board of Directors of Mason District Hospital to order at 8:00 AM, Wednesday, August 28<sup>th</sup>, 2024.

II. **QUORUM**

Roll call was taken to establish a quorum.

III. **PUBLIC COMMENTS**

No comments at this time.

IV. **APPROVAL OF MINUTES**

The monthly meeting minutes of July 24, 2024 were approved by unanimous vote.

V. **OLD BUSINESS**

A. **Bylaws Review**

Mr. Blessman reported that there would be a subcommittee meeting following this meeting where Mr. Fornoff, Mr. Tucker, Mrs. Adcock and himself would be reviewing the Bylaws. He reported that we are governed by State and our own Bylaws and are required to review the Bylaws periodically. He reported that any changes to the Bylaws would be presented to the Board.

VI. **REPORTS**

A. **Administrator's Report**

Mrs. Adcock reported that we welcomed Emily Ward, PA from Springfield Clinic Dermatology. It was reported that she has a full clinic.

Mrs. Adcock reported that Dr. Moazzam from Graham Hospital has expanded her clinic and getting more time in surgery.

Mrs. Adcock reported that Dr. Eric Cox, General Surgeon from Springfield Clinic, would be coming here. It was reported that some of the Springfield Clinic Physicians go out of the country in the Spring and we want to make sure we have coverage.

Mrs. Adcock reported that there were thirteen surgeries done yesterday.

Mrs. Adcock reported that Echo testing is provided by OSF and they provide the equipment and staff. It was reported that they currently come here four days per month or one day a week. It was reported that we are scheduled out six weeks and have requested for them to come more days. It was reported that starting in October, they will be coming seven days per month.

Mrs. Adcock reported that Mammogram and Breast Cancer Awareness will be in October. It was reported that we would be doing walk-in Wednesdays from 11 AM to 1 PM for mammograms and patients do not need an order to get a mammogram.

It was reported that on two Saturdays per month, from 8 AM to 5 PM we would be doing walk-in mammograms.

It was reported that we are going to do a VIP event in October to make sure our employees and those in the community are getting their mammograms. It was reported that we have ordered pink Mason District Hospital t-shirts that we are going to sell for \$5 as a fundraiser and employees will wear them on Fridays.

Mrs. Adcock reported that we had a booth at the car show marketing Springfield Clinic and our local clinics.

Mrs. Adcock reported that at Oktoberfest, we will be holding a health fair doing diabetic screenings, blood pressure checks and education on nutrition. It was reported that A. Ewalt and her team are steering this and we would be partnering with Graham Hospital.

Mrs. Adcock reported that Mason District Hospital would be hosting the third Thursday Business Coffee here in the cafeteria on September 17, 2024 and will be sharing information about services we provide and updates on the hospital.

Mrs. Adcock reported that A. Davis has announced her retirement and will be retiring at the end of February 2025 after 40 years of service. It was reported that she gave enough notice so that we can post the position.

Mr. Blessman reported that several in the community commented how they appreciated seeing our tent at the car show and recognizing staff from here.

**B. Financial Report**

Mrs. Bonnett briefly reviewed the Financial Report for July 2024, (a copy of the July 2024 Financial Report is attached to and considered part of the permanent minutes on file in Administration).

Mrs. Bonnett reported that total gross patient service revenue was at \$5.561 M. It was reported that Swing Bed numbers were down versus last year but outpatient revenue was reported that we are \$81,000 unfavorable to budget for the month.

Mrs. Bonnett reported that after contractual adjustments and other operating revenue we have a net revenue of \$2,891 M vs. \$3M budget or unfavorable by \$117,000. It was reported that year to date, we are favorable \$412,000 on net revenue.

Mrs. Bonnett reported that for healthcare expenses, we are \$84,000 favorable for the month of July and year to date \$100,000 favorable. It was reported that we increased this by 3-4% in the budget from last year and are at \$2.3M on total healthcare expense through July.

Mrs. Bonnett reported that after non-operating revenue, we have revenue over expenses of \$100,000 vs. budget of \$87,000. It was reported that year to date is \$2,615,000 vs. budget of \$583,000 and favorable by over \$2M. It was reported that last year, we were at \$1.7M thru July 31, 2024.

Mrs. Bonnett reported the balance sheet shows total current cash of \$16.3M and net patient receivables of \$5.8M.

Mrs. Bonnett briefly reviewed the Treasure's Report which shows what we are holding for the bond payments of \$1M.

Mrs. Bonnett reported that AR aging shows 64 days on our collection of the average accounts receivable and net is 61 days.

Mrs. Bonnett reported that for stats total patient days of 50 vs. 69 last year but year to date down 6% and most of that was in Swing Bed. It was reported that 78% of acute were Medicare patients which will help with the cost report reimbursement.

Mrs. Bonnett reported that Surgery is doing well with 129 more cases this year for a 42% increase. It was reported that they are 21% above budget on the revenue side. She reported that ER saw 73 more patients than last year for an increase of 2.5%. It was reported that OT/ST are both improving. It was reported that MRI is up 15% year to date by 47 procedures. It was reported that total outpatients were 138 more year to date or .71%. It was reported that Senior Advantage is up 10.2% over last year. It was reported that clinics are doing well, and we are seeing improvements in revenue for Manito and Mason City Clinics.

Mrs. Bonnett reported that the budget would be presented to the Board in September.

Discussion took place regarding patient admissions and transfers. It was reported that we are keeping patients that are more ill.

Discussion took place regarding skilled beds and getting the information out to other facilities of what we can offer for patients. It was reported that patients have to meet certain criteria for skilled beds. It was reported that for a bariatric patient, we may not have everything needed for their care.

**C. AUXILIARY REPORT**

Mrs. Bonnett reported that the Auxiliary is asking for cake donations and cakes can be dropped off at the Main Room on Friday, September 6<sup>th</sup> from 10AM to 5:30 PM and Saturday, September 7<sup>th</sup> from 10AM to 12PM. It was reported that cakewalk will run all three days of Oktoberfest or until cakes run out.

**D. Foundation Board**

Mr. Blessman reported that Mrs. Terri McDowell has retired from the Foundation Board and the Foundation Board would be making a recommendation for her replacement. Mr. Blessman reported that Mr. Krause and Mrs. Brownfield were up for re-appointment to the Foundation Board.

**Mr. Bryant made motion for reappointment to the Foundation Board for a three-year term. Seconded by Mr. Houghton. The Ayes carried the motion by unanimous vote.**

**E. Medical Staff**

S. Noll, MD reported that the Medical Executive Committee of the Medical Staff met on August 12, 2024. Dr. Noll reported that the Medical Executive Committee recommended that the following be granted privileges as indicated:

- Emily Ward, PA-C Springfield Clinic– Privileges as a Physician Assistant

**Mr. Gunter made a motion to grant Medical Staff membership and privileges as recommended by the Medical Staff. Seconded by Mrs. Himmel. The Ayes carried the motion by unanimous vote.**

S. Noll, MD reported that Dr. Markley, Dr. Brown and he would be reviewing the Medical Staff Bylaws and make any needed changes.

**VII. NEW BUSINESS**

**A. FY2025 Planning**

Mrs. Adcock reviewed and discussed the process for strategic planning. She reported that this is ongoing throughout the year. It was reported that information was gathered by keyholders, several work groups were done to look at the Mission, Vision and Values, looked at the organizational chart and are reviewing the Foundation Bylaws.

It was reported that we did the S.O.A.R with the Board and the Medical Staff. It was reported that input was given by front line staff and they are in the process of gathering this information. It was reported that we are looking at external data and internal data.

It was reported that once everything has been completed, goals will be set to meet over the next three to five years and how we are going to meet these goals. It was reported that a presentation will be given to the board in September and then taken to the leadership. It was reported that leadership education will be done four hours per month starting on October 3<sup>rd</sup>. It was reported that on October 4<sup>th</sup>, the hospital, department goals and employee goals will be completed.

Mrs. Adcock reviewed inpatient and outpatient trends with the board. It was reported that surgery and radiology departments are showing growth. It was reported that the clinics are showing growth.

Discussion took place regarding Swing Bed and making sure that other facilities are aware that we provide this service. It was reported that we would be doing some marketing for this.

Mrs. Adcock reported that we are going to be doing Real Colors training with the leadership. She reported that the training would cover difficult conversations, emotional intelligence and leadership topics.

Mrs. Adcock reported that the Strategic Plan would include the history of the hospital, strengths and opportunities and the tactics. It was reported that key results, financials and patient satisfaction and lead measures that effect those outcomes to get results would be included.

**B. Annual Board Evaluations**

Mr. Blessman reported that the board grades themselves on how we interact as a board, etc. It was reported that we list accomplishments and we set goals to try to meet for the next year. He reported that these would be sent out soon to the board members and it was asked for them to get them completed and returned.

**C. CEO Evaluation**

Mr. Blessman reported that we would use the same evaluation that we have used in the past as a tool and we may change it up some. He reported that it will show what the board members were impressed by in the last year and things that we remember were accomplished. He reported that this helps give feedback to the CEO. It was reported that this evaluation would be sent out with the Board evaluations.

**D. Petition of Re-Appointment**

Mr. Blessman reported that Mr. Bryant, Mrs. Balbinot and Mrs. Leach were up for re-appointment to the board. He reported that a petition would be given to the County Board asking for them to be re-appointed. He reported that a motion was needed for recommendation to the County Board for approval.

**Mr. Houghton moved for approval of the re-appointments. Seconded by Mr. Tucker. The**

**Ayes carried the motion by unanimous vote.**

Mrs. Adcock provided and reviewed a handout of the Economic Impact for 2024. (Handout is attached to and considered part of the permanent minutes in file in Administration). She reported that the Illinois Hospital Association develops an economic impact for every hospital. She reported that this information comes off of our cost report. It was reported that it looks at direct expense and salaries and indirect impact on the community. It was reported that MDH has a \$66M impact and we support 548 indirect and direct employees. It was reported that this shows that for every dollar we spend an addition \$1.40 is spent on goods and services either locally or within the state.

Mrs. Adcock reported that for every Illinois hospital job, 1.4 jobs are created in other sectors. It was reported that the report shows that the hospital plays in the community indirectly and directly. It was reported that the hospital is one of the leading employers in the community. It was reported that the report shows the economic impact for Havana and the state.

Discussion took place regarding getting this information out into the community.

Mrs. Adcock reported that she would be meeting with the Optimist Club and with the PEO in September and could share this information with them.

Discussion took place regarding having an ad or article in the newspaper about the economic impact for the community.

Mrs. Adcock reported that the board members could share this information with any groups that they are part of.

Mr. Tucker reported that he likes how the hospital has retained some of our younger people where they go off to college but are coming back to work here.

Discussion took place about letting the next generation know that there are jobs and opportunities here.

Discussion took place about getting in touch with the high school counselor and getting information to the kids about what types of jobs are available at the hospital that they could go to school for and come back here to work.

Mrs. Adcock reported that she met with the new Superintendent yesterday and getting in touch with the school counselor was part of a follow up. It was reported that for services for the students, we want them to have access to R. Davenport for mental health issues and information about job shadowing for any students thinking of going into the healthcare field. It was reported that students could do volunteer hours in the Summer. It was reported that this was discussed yesterday with the Superintendent.

Mrs. Canevit reported that the schools are bringing back the health fairs.

**E. Nominating Committee for FY25 (October 1, 2024) for election of New Officers**

Mr. Blessman reported that this would be deferred until the next meeting.

VIII. **EXECUTIVE SESSION**

After discussion, it was decided that there was no need to go into Executive Session.

IX. **RECONVENE**

Meeting did not reconvene since there was no need to go into Executive Session.

X. **OTHER**

No further business to be discussed.

XI. **ADJOURN**

**Mr. Fornoff made motion to adjourn the session at 8:43 AM. Seconded by Mr. Gunter. The Ayes carried the motion by unanimous vote.**

**Respectfully Submitted,**

**Marty Balbinot, Secretary  
Board of Directors**