

Mason District Hospital Board of Director's Meeting
Administrative Conference Room
October 23rd, 2024

Members Present:

D. Houghton, Chairman
M. Balbinot, Treasurer
D. Bryant, Secretary
L. Leach
A. Tucker
W. Blessman
D. Gunter
C. Himmel

Members Absent:

R. Fornoff, Vice Chairman(excused)

Others Present:

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

Others Absent:

S. Noll, MD (excused)

I. **CALL TO ORDER**

Mr. Houghton, Chairman called the meeting of the Board of Directors of Mason District Hospital to order at 8:00 AM, Wednesday, October 23rd, 2024.

Mr. Houghton thanked Mr. Blessman for being the Chairman for the last four years.

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 September 25, 2024 were approved by unanimous vote.

V. **OLD BUSINESS**

A. **Board Meeting Dates October 2024 – September 2025**

Mr. Houghton reported that the meeting dates were provided in the packet.
It was suggested that December 25, 2024 be removed from the meeting dates.

B. **November Board Meeting Wednesday before Thanksgiving**

Mr. Houghton reported that the meeting in November 2024 was going to be the day before Thanksgiving and asked the board members if this would be an issue for anyone.
After, discussion it was decided to keep the meeting the day before Thanksgiving.

C. **December Board Meeting – December 25, 2024**

Mr. Houghton reported that the meeting in December would be on Christmas Day and he stated that in the past, the board did not meet in December. He asked if they would like to move it up a week or not have the meeting. It was reported that there would be a Joint Conference meeting in December.

After discussion, it was decided that the Board would not meet in December 2024.

D. **Joint Conference / Holiday Lunch – Friday, December 13th, 2024 @12:30 – 1:30 PM**

Mrs. Adcock reported that there would be a Joint Conference / Holiday Lunch on Friday, December 13, 2024 from noon until 2 PM at the Havana City Center. It was reported that the Board would be meeting with the Physicians, the APP's, the Foundation Board and the Executive Board. It was reported that invitations would be sent out and this would count as the Joint Conference for 2024 and 2025.

VI. **REPORTS**

A. **Administrator's Report**

Mrs. Adcock reviewed the Strategic Plan monthly report for FY25 – October 2024 with the board.

Quality and Safety: Quality and Safety Medical Staff meeting expanded to MDH leadership and focus on Strategic plan goals and department plans. The MDH Safety Committee revamped to focus on Environment and renamed to Environment of Care Committee. The Emergency Department TruBridge (EDIS) go-live October 28, 2024 and implementation on track. Cyberattack drill with IHA on November 6, 2024. Staff education on cyberattacks in process with IT team.

People: Strategic Planning Retreat was very well received, and leaders appreciated the time together and opportunity to work on their plans and goals.

2024-2025 BOD and Providers Joint Conference- Friday, December 13, 2024 at Havana City Center 12-2pm. More to come.

MDH Holiday Party - Saturday January 18, 2025 at Big Horse Vineyard- Lewistown, IL- More to come.

New HR Director interviews start 10/28/2024 - eight candidates. Kaitlyn Fields onboarding and excited to get her patient schedule opened, tentative December 2024.

Marketing/Foundation Coordinator posted 10/22/2024.

Growth: October Cancer Awareness/Mammo access campaign very successful with amazing community support. We are finalizing the MRI quote and project timeline in process. MDH to participate in Havana Downtown Trick or Treat on 10/25/2024 and Havana Holiday Parade on 11/30/2024.

Financial: Finalizing FY2024 financials. Researching a local Physical Therapist to reduce PT traveler expense. Leaders minimizing overtime costs. Pending Board of Directors 2025 employee insurance decision.

Discussion took place regarding the Blessman Foundation and it was reported that we have requested a formal application for a grant for continued education.

Mrs. Adcock reported that this report would be brought to the Board on a quarterly basis.

B. Financial Report

Mrs. Bonnett reported that this would be tabled until the next meeting.

C. Finance Committee – 2025 Employee Health Premiums

Mr. Houghton reported that the Finance / Personnel Committee met and discussed the health insurance rates. It was reported that the premiums have not been raised since 2018. It was recommended by the Finance Committee not to raise the employee health insurance premiums at this time.

Mr. Gunter made motion for approval. Seconded by Mrs. Himmel. The Ayes carried the motion by unanimous vote.

Discussion took place that premiums may need to be raised in the future years and education would be given to staff regarding what their benefits are for a better understanding.

D. AUXILIARY REPORT

Mrs. Bonnett reported that for pop-up fundraiser events; Cammy Smith was here on Monday, October 21st with baked goods, Midwest Book Fairs will be here on November 25th and Bundt Cake Sale will be on December 11th.

Mrs. Bonnett reported that Nothing but Bundt Cakes fundraiser will be held on December 11th and the Auxiliary will be set up in the main lobby to sell the cakes to the public and employees.

Mrs. Bonnett reported that they are working on organizing a Christmas Raffle for this year and planning on selling tickets beginning in November with the raffle prizes being drawn on the same day as the Bundt Cake sale.

Mrs. Bonnett reported that the final net profit for the Oktoberfest cakewalk is \$5,495.83.

Mrs. Bonnett reported that Mrs. Adcock is planning to present capital projects at our November meeting so we can choose our next project to donate towards.

Mrs. Bonnett reported that the November Auxiliary meeting will be held on Thursday, November 21, 2024 at 11:30 AM in the Administrative Conference Room.

E. Medical Staff

Mrs. Adcock reported that the Medical Executive Committee of the Medical Staff met on October 14, 2024. Dr. Noll reported that the Medical Executive Committee recommended that the following be granted privileges as indicated:

- Ian Monast, MD – Privileges in Radiology
- Phillip Barnell, MD – Privileges in Emergency Medicine & IV Sedation

Mr. Blessman made a motion to grant Medical Staff membership and privileges as recommended by the Medical Staff. Seconded by Mr. Bryant. The Ayes carried the motion by unanimous vote.

Mrs. Adcock reported that the Medical Executive Committee recommended the following be granted re-appointment to the Medical Staff as indicated:

- Jeffrey Quinn, MD – Re-appointment to the Telemedicine Staff as a Neurologist
- Robert Regenhardt, MD – Re-appointment to the Telemedicine Staff as a Neurologist
- George Tavoulaareas, DO – Re-appointment to the Telemedicine Staff as a Neurologist

Mr. Blessman made a motion to grant re-appointment of the Medical Staff as recommended by the Medical Staff. Seconded by Mr. Bryant. The Ayes carried the motion by unanimous vote.

Mrs. Adcock reported that the Medical Executive Committee acknowledged the following resignation:

- Michael Walden, MD – (Clinical Radiology effective 10/13/24)

Mr. Blessman made a motion to accept the resignation from Medical Staff. Seconded by Mr. Bryant. The Ayes carried the motion by unanimous vote.

VII. **NEW BUSINESS**

A. Professional Advisory

Mrs. Canevit reviewed the Professional Advisory report with the Board. (Copy attached to and considered part of the permanent minutes on file in Administration). It was reported that anytime we implement a new policy or change a policy it has to go through the chain of command to make sure any issues can be resolved prior to implementation.

Mrs. Balbinot made a motion for approval. Seconded by Mr. Gunter. The Ayes carried the motion by unanimous vote.

B. Review of Board Composite Self-Assessment Evaluations

Mr. Houghton reported that summary was included in the packets.

Mrs. Adcock reported that the two things that stood out were Strategic Planning and orientation and continuing education for the board members. She reported that we would be redoing orientation in January for the board members and what services we provide. It was reported that ICAHN does some good education on governance board responsibilities. It was reported that we may meet with two board members at a time to review your responsibilities.

C. Christmas Gift Certificates for Employees

Mrs. Adcock reported that that the last few years \$100 Gift Certificates were given to the staff. She reported that this was a gift for the staff and it was recommended that the same amount be given again this year to all staff.

Mrs. Bonnett reported that letters were sent out to the businesses in town to make them aware of what we are doing.

Mr. Gunter moved for gift certificates to be the same as in the past. Seconded by Mrs. Leach. The Ayes carried the motion by unanimous vote.

D. Approval of New Foundation Board Member

Mr. Houghton reported that that the Foundation Board would like to have Mrs. Pam Snider appointed to the Foundation Board.

Mrs. Adcock reported that the Foundation Board meeting would be held on October 31, 2024. It was reported that Foundation Board orientation would be done with Mrs. Snider.

Mr. Blessman moved to appoint Mrs. Snider to the Foundation Board. Seconded by Mrs. Himmel. The Ayes carried the motion by unanimous vote.

E. Authority to Sign / Signature Card

It was reported that this was updated since Mrs. Balbinot was nominated as Treasurer. (Copy attached and considered part of the permanent minutes on file in Administration).

Mr. Bryant moved for approval. Seconded by Mr. Blessman. The Ayes carried the motion by unanimous vote.

F. Authority for Safe Deposit Box

It was reported that this needed updated for who has access to the safe deposit box. (Copy attached and considered part of the permanent minutes on file in Administration).

Mr. Tucker moved for approval of the committees. Seconded by Mrs. Balbinot. The Ayes carried the motion by unanimous vote.

G. Board of Directors 2024-2025

Mrs. Adcock reported that this has been updated to reflect the new officers and has the committees listed.

VIII. EXECUTIVE SESSION

Mr. Bryant moved to enter Executive Session at approximately 8:32 AM for the purpose of discussing legal and personnel matters. Seconded by Mrs. Balbinot. The Ayes carried the motion by unanimous vote.

IX. RECONVENE

The regular Board Meeting reconvened at approximately 8:40 AM.

X. **OTHER**

Mrs. Adcock reported that we researched Mason County through the health department in Springfield. It was reported that breast and cervical cancer programs are offered by the Illinois Department of Public Health. It was reported that we want to make sure that the community is aware of these free services offered and we are going to do some marketing for this. It was reported that we called and verified that Mason District is still in the program and we are.

Mrs. Himmel reported that she mentioned an issue to Dana about the EMS building. She reported that when she was in Mason City, some EMS staff brought to her attention that when the power goes out the garage doors will not open and asked what they needed to do in order to get a generator for the building. It was reported that we lease the building and there was a problem when power went out, the fire department had to help get the ambulances out. Mrs. Adcock reported that we are working on a contingency plan if the garage doors will not open when power goes out.

Mr. Gunter reported that there will be a veteran's program on November 11, 2024 at 11 AM at the courthouse lawn that will feature some people that have served our country and the community. He reported that this would be done every year. He reported that the high school band would be playing and the high school chorus would be singing some patriotic songs.

Mrs. Adcock reported that this week's Democrat had excellent coverage for the facility and highlighted Carol Himmel cancer story and a press release for Rehabilitation services.

XI. **ADJOURN**

Mr. Bryant made motion to adjourn the session at 8:49 AM. Seconded by Mrs. Balbinot. The Ayes carried the motion by unanimous vote.

Respectfully Submitted,

**Denis Bryant, Secretary
Board of Directors**