

Mason District Hospital Board of Director's Meeting
Administrative Conference Room
November 27th, 2024

Members Present:

D. Houghton, Chairman
R. Fornoff, Vice Chairman
M. Balbinot, Treasurer
D. Bryant, Secretary
L. Leach
A. Tucker
D. Gunter
C. Himmel

Members Absent:

W. Blessman- excused

Others Present:

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

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, November 27th, 2024. Chairman Mr. Houghton, asked for prayers for Mr. Blessman's family for the death of his sister.

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 October 23, 2024, were approved by unanimous vote.

V. **OLD BUSINESS**

No old business to be discussed.

VI. **REPORTS**

A. **Administrator's Report**

Mrs. Adcock reported that the interior way-finding signage has been installed, and artwork is in the final approval process. For exterior (marquee and wayfinding signage) site work is in process and is pending electrical work. It was reported that the MDH Auxiliary will providing a donation for the new marquee sign. It was reported that the South HMA Clinic refresh has been completed with new paint, signage, and furniture.

Mrs. Adcock reported that the Foundation Board welcomed their newest member at the October 31, 2024 meeting. Pamela Snider will serve a three-year term and is excited about being on the Board. Mrs. Adcock reported that new Foundation By-Laws were presented and

approved at the Foundation Board meeting. Mrs. Adcock reported on the FY2025 Foundation events: Service of Remembrance will be held on Sunday, December 8th at 5 PM. Formal invitations were mailed, and the responses have been very positive. It was reported that invites were sent to anyone who gave a memorial in the last two years or employees that have passed away. It was reported that we would do a reflection, music and the lighting of the MDH Christmas Tree in the main lobby.

The mail appeal letters for the MRI project will be sent out in the next several months and construction planning will start in January 2025.

The Scholarship Committee will give a scholarship to an HHS student in May of 2025.

The Golf Outing will be held on Friday, July 18, 2025, at Wee-Ma-Tuk.

There will be a VIP donor event for the MRI project and the date will be determined.

Tentatively looking at doing an Employee Giving Campaign and Bushels of Hope Campaign.

Mrs. Adcock reported that for employee engagement the Hospital Holiday Party will be held on Saturday, January 18, 2025, at Big Horse Vineyard in Lewistown. Board members are invited to attend.

There will be an MDH Provider Holiday lunch with the Board of Directors and Foundation Board will be held on Friday, December 13, 2024, from noon to 2PM. Formal invites are coming this week.

Employee town halls will start in January 2025.

The hospital will participate in the Holiday Parade on Saturday, November 30th in Havana.

An Outreach Diabetes Clinic was held on Thursday, November 21st and there were 60 blood sugar tests completed, and employees really appreciated the pre-diabetes education.

The Breast Cancer awareness campaign was in October and we did 27 additional mammogram screens during the Walk-in testing options. The awareness campaign was a huge success for our community and employees.

Mrs. Adcock reported that for Rural Health Clinics, Kaitlyn Fields, NP would be onboarding, and her schedule will be opened in December.

Mrs. Adcock reported that for Specialty Clinic, Dr. Eric Cox from Springfield Clinic General Surgery will be starting on December 9, 2024.

Mrs. Adcock reported that Springfield Clinic has contacted us regarding expanding Cardiology services.

Mrs. Adcock reported that Graham Health System would like to expand their Wound Care and have a Lunch & Learn opportunity for leadership, Dr. Crawford, Breann Farr, NP and Kaitlyn Fields, NP.

Mrs. Adcock reported that the Board of Directors education will be provided in January and February 2025.

Mrs. Adcock reported on new leadership positions. It was reported that Liz Davis started on Monday, November 11, 2024, as the Marketing and Foundation Coordinator.

Mrs. Adcock reported that for the Human Resources Director position an offer was extended, the salary was accepted, and announcement was pending. It was reported that the start date would be Monday, January 6, 2025.

Mrs. Adcock reported that for the HIM (Medical Records) & PAS (Registration) Supervisor position, interviews are in process.

Mrs. Adcock reported that a VP Clinic Operations position would be posted in January 2025.

B. Financial Report

Mrs. Bonnett briefly reviewed the Financial Reports for September and October 2024, (a copy of September and October 2024 Financial Reports are attached to and considered part of the permanent minutes on file in Administration).

Mrs. Bonnett reported that expenses were down, and revenue was up. It was reported that our total cash is \$1.1M.

C. Executive Committee

Mr. Houghton reported that the Executive Committee met on November 7, 2024. It was reported that the year end financials were reviewed. It was reported that a formal recommendation was made to link the Strategic Plan to executive incentive compensation. The benefit will be expanded to the leadership and frontline staff in the upcoming years. It was reported that the incentive will be linked to the strategic key performance indicators and if the qualifications were not met, the board would have the authority to approve the incentive compensation.

D. AUXILIARY REPORT

Mrs. Bonnett reported that Mrs. Adcock presented the Strategic Plan and possible capital projects for Auxiliary at the November meeting. It was decided Auxiliary's new project will be raising funds towards the new marquee, a pledge amount will be determined at the next meeting.

Mrs. Bonnett reported that the Auxiliary will present a check for the last \$5,000 of their pledge towards the portable ultrasound machine at their Christmas Social on December 19, 2024.

Mrs. Bonnett reported that the Nothing Bundt Cake fundraiser has been moved to the first week of May 2025.

Mrs. Bonnett reported that a Christmas Raffle was taking place now. It was reported that there are four Christmas themed items on the raffle and tickets are \$1 each or \$5 for six tickets. It was reported that you can purchase tickets from an auxiliary member, or from the gift shop. It was reported that the items are on display in the gift shop or can be seen on the Auxiliary Facebook page. It was reported that the raffle will be drawn on December 16, 2024, at noon. It was reported that an auxiliary member will notify the winners the same day.

Mrs. Bonnett reported that Memaw Cammy's Pies and More will be at the hospital again on December 16, 2024, from 9am to 1pm, or until sold out. She will be in the main lobby by the gift shop.

Mrs. Bonnett reported that the Auxiliary will not be holding meetings in January or February, due to Mrs. Roos being on maternity leave. They plan to resume meetings in March 2025.

E. **Medical Staff**

S. Noll, MD reported that the Medical Executive Committee of the Medical Staff met on November 11, 2024. Dr. Noll reported that the Medical Executive Committee recommended that the following be granted privileges as indicated:

- Eric Cox, MD – Privileges in General Surgery with additional privileges for Gastroscopy with biopsy, colonoscopy with biopsy, laparoscopic hernia repair, laparoscopic cholecystectomy, laparoscopic appendectomy and IV Sedation

Mrs. Balbinot made a motion to grant Medical Staff membership and privileges as recommended by the Medical Staff. Seconded by Mr. Tucker. 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).

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

VIII. **EXECUTIVE SESSION**

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

IX. **RECONVENE**

The regular Board Meeting was reconvened at approximately 8:47 AM.

X. **OTHER / ROUNDTABLE**

Discussion took place regarding how many Specialists come from OSF and Graham Hospital.

Discussion took place regarding patients having to go to a facility out of town for labs, etc. and if that was a patient's choice or the Physicians choice that they are seeing.

Discussion took place that facilities have different EMR's and that not all of them are interfaced so that they can see a patient's information. It was reported that the Physician could ask for them to be done at their facility for this reason.

A discussion took place regarding cyber-attacks. It was reported that we participated in a cyber-attack drill with IHA Emergency Preparedness Exercise.

It was reported that we have firewalls in place and there will be education and testing for staff awareness will be occurring quarterly.

The next board meeting will be held in January 2025.

XI. **ADJOURN**

Mr. Bryant made motion to adjourn the session at 9:03 AM. Seconded by Mr. Tucker. The Ayes carried the motion by unanimous vote.

Respectfully Submitted,

**Denis Bryant, Secretary
Board of Directors**