

COMMUNITY MEMORIAL HOSPITAL  
REDFIELD, SD 57469  
BOARD OF GOVERNORS MEETING  
January 30<sup>th</sup>, 2023

The Community Memorial Hospital Board of Governors held their regular Board meeting on January 30<sup>th</sup>, 2023 in the CMH Board Room and via teleconference at Redfield, South Dakota. Board members present: Joe Morrissette, Eric Schueth, Lynn Brace, Frank Schwartz, and Dr. Kristine Wren.

Board members absent: Carmen Mason and Joe Lutter

Others present: Kristin Kochekian via teleconference, Karen Sjurseth, CEO, & Jessica Muellenberg

Joe Morrissette called the meeting to order at 7:03 p.m.

Roll call was taken with Lynn Brace, Frank Schwartz, Dr. Kristine Wren, Eric Schueth, Joe Morrissette, and Joe Lutter stating present.

Frank Schwartz made a motion to amend the agenda, moving item 10 and 11 to follow item 6.2 Clinic Front Entry Project; adding item 7.2 Nurse Practitioner Assistance Program, item 7.3 Tuition Reimbursement Program, and item 7.4 QAPI (Quality Assurance Performance Improvement), to follow 7.1 Review/Approve Initial/Renewal of Outreach/Locum Privileges for CMH, seconded by Lynn Brace. Motion carried.

The Board of Governors minutes from the meeting held December 28<sup>th</sup>, 2022 were reviewed.

Frank Schwartz made a motion to approve the minutes, seconded by Dr. Kristine Wren. Motion carried.

The Community Memorial Hospital Medical Staff minutes from the January 17<sup>th</sup>, 2023 meeting were reviewed by the Board.

**Financial Report:**

Karen Sjurseth, CEO reported that no financial report was available due to numbers not transferring into Expance correctly, causing inaccuracy. The December 2022 year-end financial reports will be presented with January financials to the Board for review and approval at the February meeting.

**Karen Sjurseth CEO Report:**

Karen Sjurseth, CEO presented the Board with updates on our Pharmacy Technician position. In addition, she informed them of the evolution of our Marketing Director position.

**Old Business:**

Karen Sjurseth, CEO reported no updates for the Respiratory Clinic. The Clinic Front Entry Project has been put out for bid, adding the clinic reception area to be included.

Recess

Lynn Brace made a motion to enter Executive Session SDCL 1-25-2 (4). Seconded by Eric Schueth. Motion carried.

7:08 p.m.: Enter Executive Session SDCL 1-25-2 (4)

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7:24 p.m.: Exit Executive Session SDCL 1-25-2 (4)

No action taken.

**New Business:**

Dr. Kristine Wren made a motion to approve Applications for Initial and Renewal of Privileges, seconded by Eric Schueth. Motion carried.

The Nurse Practitioner Assistance Program was introduced to the Board. It is a state funded grant for upcoming Nurse Practitioners moving into rural hospitals. They have four spots available and CMH has been qualified and invited to participate. Dr. Kristine Wren made a motion to approve application for the grant, seconded by Frank Schwartz. Motion carried.

The Tuition Reimbursement Program was introduced to the Board. This is an organizationally funded program for full and part time employees. This would offer \$3,000 annually to full time employees and \$1500 annually to part time employees for those that are looking to continue education in order to benefit their position or move up within the organization. There would be stipulations of appropriate curriculum that suits the organization, maintaining a "C" or above, and being out of the probationary period of employment. Classes would be taken on employees own time. Lynn Brace made a motion to adopt the program and roll out to employees, seconded by Frank Schwartz. Motion carried.

The 2023 QAPI Plan was introduced to the Board. The QAPI Plan encompasses the continuous study and improvement of processes with the intent for better services or outcomes, and prevent or decrease the likelihood of problems, by identifying areas of opportunity and testing new approaches to fix underlying causes of persistent/systemic problems or barriers to improvement. The findings will be brought to the Board quarterly, starting in April of this year. Dr. Kristine Wren made a motion to adopt the 2023 QAPI Plan, seconded by Eric Schueth. Motion carried.

**Other Business/Concerns:**

Eric Schueth shared with the Board that the EMS Building will be put out for bid on February 15<sup>th</sup>, 2023 at 2:15pm.

Adjourn 7:38 p.m.

The next regular Board of Governors meeting will be held on Monday, February 28<sup>th</sup>, 2023 at 7:00 p.m.