

Mason District Hospital Board of Director's Meeting
Administrative Conference Room
January 22nd, 2025

Members Present:

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

Members Absent:

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, January 22, 2025.

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 November 27, 2024, were approved by unanimous vote.

V. **OLD BUSINESS**

No old business to be discussed.

VI. **REPORTS**

A. **CEO Report**

Mrs. Adcock reviewed the Strategic Plan monthly report for FY25 – October- December 2024 with the board. (Copy attached to and considered part of the permanent minutes on file in Administration).

Quality and Safety: Board update on Quality and Safety Initiatives in February 2025.

Enhancements to Medical Staff Quality Committee to focus on Strategic plan goals and department plans. The Emergency Department TruBridge Electronic Medical Record (EMR) go-live was October 28, 2024, and streamlined the EMR between ED and Med Surg.

Partnership with KnowBe4 to strengthen our security awareness training platform to minimize phishing attacks and other types of cyber threats.

Patient Experience: Enhanced survey tools go-live Jan-February 2025. The outpatient survey method will be phone text or email to increase returned surveys and provide timely feedback. Surveys expanded to Rehab, ED and Outpatient surgery. Continue to move towards a "Digital Front Door" for clinic patients for appointment scheduling and consent forms.

People: Onboarding of new HR Director; Andrea Thomson and Anne Davis retirement celebration is Friday, February 28, 2025. ADP "Workforce Now" Digital Platform for recruitment, benefits and employee files on February 13th. Compliance with Illinois' new law for pay scale and benefit information on job postings in process. Coffee with the CEO occurring with front-line employees. Employee Heart Health Expo on Friday, Feb 7th in the MDH Gym. Partnership with Havana High School for Career Class and new CNA program. Expand student volunteering and shadowing opportunities for summer 2025.

Leadership Education: Microsoft 365 on Wednesday, Jan 29 with Spoon River College. Leadership Difficult Conversation training on March 12th. Daisy Nursing Recognition Award discussed and Leader, Provider and Board Headshots in February. New facility artwork has been ordered and pending Board and Provider recognition walls.

Growth: Pending MRI construction timeline, increased Mammo access and Cardiology opportunity. Wound Care expansion from one day a week to two days a week. Springfield Clinic General Surgery Expansion: Dr. Hopping February 2025 and Dr. Alley May 2025. Tele-Imaging finalized and pending Interventional Radiology on-site services. Community Heart Health Fair: Thursday Feb 6 & 20 9:00 am-1pm in Main Lobby (see flier).

Financial: Reduction in overtime and nurse traveler expenses. Philanthropic events in 2025; MRI event, annual mail campaign, employee giving and golf event on July 18, 2025.

Mrs. Adcock reported that the service of remembrance held back in December went well and the hospital received some donations.

Mrs. Adcock reported that there will be a mail appeal to help with the MRI.

B. Financial Report

Mrs. Bonnett briefly reviewed the Financial Reports for November and December 2024, (a copy of November and December 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 \$.5 M.

C. AUXILIARY & FOUNDATION UPDATES

Mrs. Bonnett reported that Mrs. Roos had her baby and would be out until March. It was reported that the Auxiliary did not meet in January and February but will be meeting in March. It was reported that Nothing Bundt Cakes would be done around Mother's Day.

Mrs. Adcock reported that she had the Auxiliary board members to her home for their December meeting. It was reported that the Auxiliary has decided that they are going to help fund the marquee funding.

Mrs. Adcock reported that the Foundation Board meeting was postponed until February 2025. It was reported that their meeting minutes would be brought up to the board. It was reported that the Foundation has a goal to socialize their group and what their purpose is. It was reported that they would get some coverage for helping find the MRI, the mail appeal will be sent out, and an employee event would be held.

Mrs. Adcock thanked Mrs. Snider, Mr. Kruse and Mr. Bryant for their help with the service of remembrance. It was reported that two gifts were given after the service.

Mrs. Adcock reported that the Foundation Board has several committees: Scholarship, Employee giving, service of remembrance, golf outing and bushels of care. It was reported that Mr. Blessman was Chairman of the Scholarship committee and would be working with the school for this in May.

Mrs. Adcock reported that the hospital received a donation from the Blessman Foundation from Mason City and their passion is education.

E. Medical Staff

S. Noll, MD reported that the Medical Executive Committee of the Medical Staff met on January 13, 2025. Dr. Noll reported that the Medical Executive Committee recommended that the following be granted privileges as indicated:

- Kaitlyn Fields, NP – Privileges as a Nurse Practitioner

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

S. Noll, MD reported that the Medical Executive Committee acknowledged the following resignations:

- Andrew Greer, MD – (Clinical Radiology effective 12/17/24)
- John Schlepphorst, DO – (Clinical Radiology effective 01/19/25)
- John Quiones, DO – (Emergency Physician Staffing Solutions effective 12/02/24)
- Marialba Medina, MD (Array Behavioral Health effective 09/18/24)

Mr. Blessman made a motion to accept the resignations from Medical Staff. Seconded by Mrs. Leach. The Ayes carried the motion by unanimous vote.

S. Noll, MD reported that everything was going well, and respiratory illnesses are going around the entire nation at this time.

VII. **NEW BUSINESS**

A. Introduction: Andrea Thomson

Mr. Houghton welcomed Andrea Thomson, new HR Director.

Mrs. Thomson introduced herself and stated that she was excited to be part of the hospital and was in the process of learning about the job functions.

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

A question was asked if there was a patient portal for the hospital side and one for the clinic side. It was reported that the hospital and clinic have separate patient portals.

C. Confidentiality Agreement

Mr. Houghton asked the board members to read the agreement in which they are not to disclose any confidential information and to sign and return to J. Shults. (Copy attached and considered part of the permanent minutes on file in Administration).

A question was asked if it was alright to share something posted by the hospital on Facebook. It was reported that a hospital post can be shared.

D. Board Education

Mrs. Adcock reported that from the surveys done in December, one topic was board education and the consensus was to do them as a group. She reported that she reached out to Illinois Critical Access Network and they have Board Trax and have put together some modules. It was reported that we have purchased ten of the modules and Kathy Hull would like to come back and do a kickoff of the modules with the Board members. It was reported that lunch would be provided for the Kick-Off, and this would be held on Thursday, March 13, 2025 from 11:30 am until 1 PM. It was reported that the modules are five to ten minutes long.

E. Review of the Executive Session Minutes

Mr. Houghton reported that these have been reviewed, and it was recommended not to release them.

Mrs. Himmel made a motion to not release the minutes. Seconded by Mr. Tucker. The Ayes carried the motion by unanimous vote.

F. Infection Control Plan FY2025

Mrs. Balbinot made motion for approval of the Infection Control Plan FY2025. Seconded by Mrs. Himmel. The Ayes carried the motion by unanimous vote.

VIII. EXECUTIVE SESSION

Mr. Fornoff moved to enter Executive Session at approximately 8:47 AM for the purpose of discussing legal and personnel matters. Seconded by Mr. Tucker. The Ayes carried the motion by unanimous vote.

IX. RECONVENE

The regular Board Meeting was reconvened at approximately 9:04 AM.

X. OTHER / ROUNDTABLE

Discussion took place regarding staffing being down in the Business Office and if applications were coming in. It was reported that one position has been filled, and they are getting applications from candidates.

Discussion took place regarding how staff responded to the different pay levels, and it was reported that staff were informed that there was a pay strategy. It was reported that the MDH minimum wage was increased to \$17/hr. It was reported that the insurance offered to the staff did not increase and this made them happy.

Discussion took place regarding whether there were any pictures that existed of the Pepsi building that could be put up at the West Campus and if donated items could be displayed there from when it was the Pepsi Plant.

Mr. Tucker thanked the hospital for the gift box given to the board members at Christmas.

Mr. Fornoff reported that the Hospital Christmas Party was very well done.

Mrs. Adcock reported that the nursing home and Riverview Estates were acquired by Acadia. It was reported that Acadia is going to close Riverview Estates and the five residents that were at the Riverview Estates have moved out. It was reported that the building is going to be sold.

XI. ADJOURN

Mr. Gunter made motion to adjourn the session at 9:14 AM. Seconded by Mr. Bryant. The Ayes carried the motion by unanimous vote.

Respectfully Submitted,

**Denis Bryant, Secretary
Board of Directors**