

Brookings Health System
Board of Trustees
Minutes of Meeting
September 30, 2024

The Brookings Health System Board of Trustees held a meeting on September 30, 2024, at the Brookings Hospital in the Board Room with the following members present:

Sheila Anderson, Lynn Darnall, David Meyer, Dick Peterson, Andrew Ellsworth, Tracy Greene, Don Greiner, Mary Anne Krogh and Jim Morgan; Ex-officio: Andrew Rasmussen and Brianna Doran

Management Present: Jason Merkley, CEO; Tammy Hillestad, CNO; Melissa Wagner, CFO and Sheri Wiig, recorder

President Anderson called the meeting to order at 5:00 p.m.

AGENDA

A motion was made by Peterson, seconded by Greiner to approve the agenda. All present voted in favor; motion carried.

CONSENT AGENDA

A motion was made by Peterson, seconded by Krogh to approve the following consent agenda items: August 26, 2024, Board of Trustees meeting minutes, August 2024 financials, adjustments, and payables; total payables for August were \$2,675,893.22. All present voted in favor; motion carried.

INVITED GUEST

Tim Jensen, Managing Principal of the TSP Sioux Falls office, and Justin Johnson, Architect and design planner for healthcare, presented a virtual 3D tour of Phase I of the Yorkshire Medical Building as well as other information regarding the project. Phase I was strategically planned for future infrastructure for Phase II at some future date. Final design documents were issued to Kraus Anderson Construction and the project is underway as of the end of September. Expected timeline for completion is summer of 2025. Jensen and Johnson were thanked for their presentation and exited at 5:32 p.m.

STRATEGIC PLAN UPDATE

Merkley noted the goal of the current strategic plan is to keep it at the forefront of everything we do within the system and provide the Board with periodic updates on each of the pillars of success. Management provided reports on current efforts that are underway within each pillar.

- People Pillar – BHS Turnover (focusing on pay scales/benefits and retention), Organizational Action Plan, and Compensation Plan (Market, Merit and TeamShare)
- Quality Pillar – Prevention of healthcare acquired infections (HAI) specifically C. difficile, Sepsis Care Taskforce and Regulatory Compliance (internal survey readiness program)
- Service Pillar – Patient Experience Campaign (patient discharge process improvements, teach back education technique, ED provider incentive program)
- Finance Pillar – Net days in Accounts Receivable (improving) and Corporate Compliance (Federal/State laws and regulations)
- Growth Pillar – Yorkshire Medical Building progress and Northern Plains Health Network

Members were very appreciative of the update and continued progress on important strategic objectives and related key activities.

INFORMATIONAL ITEMS

Articles of interest included: “States set up affordability boards to rein in drug costs”, *Managed Healthcare Executive*; “Hospitals aren’t over the pandemic”, *Becker’s Hospital Review*; and “Epic faces antitrust lawsuit”, *Becker’s Hospital Review*. Also included, Morgan Nelson was selected by SDSU’s Athletic Department as this year’s recipient of the Brookings Health System Health Professions Scholarship in SDSU Athletics. Nelson is majoring in Nursing and participates in women’s swimming and diving.

REPORTS

Executive Reports

CEO Report

Merkley noted a new Nutrition and Food Services Director has been hired and will begin her duties this week. Dietary Supervisors were very helpful during the interim. Staffing in other challenging areas seems to be improving. The month of October kicks off our Employee Giving Campaign – this year’s theme is “Pay it Forward”.

CFO Report

Wagner provided a recap of the 2025 Capital Budget process. The final proposed budget will be presented to the Finance Committee and Board next month. The Senior Health Information & Insurance Education (SHIINE) sessions were held this month with good attendance, but less than last year. Wagner also noted there have been no Corporate Compliance concerns or investigations requested so far in 2024.

CNO Report

Hillestad shared August stats in the Emergency Department reflect the highest number of patients so far this year with 916 acute patients, 42 blood alcohol draws, and 215 outpatients. Five (5) trauma cases for Q2 reflect near 100% compliance with Trauma Team Activation. Hillestad also shared the SD Board of Pharmacy recently came onsite to conduct a review. Pharmacy did very well with zero deficiencies and no recommendations.

Board Committee Reports

Administrative Committee Meeting

Committee member Darnall provided a report; the Administrative Committee met on September 24th. Topics of discussion included the Yorkshire Medical Building Floor and Site Plan, Meditech Expanse/Avera/Workday/Epic, Board Recommendations, Board of Trustees Bylaws/City Ordinance, Sponsorships and Succession Planning.

Finance Committee

Committee Chair Greiner provided a report; the Finance Committee met on September 24th. The committee reviewed and approved payables, adjustments, and financials for August. Total salaries and wages for August were \$3,084,278. Other topics of discussion included Days in AR Trends and 2025 Budgets.

Quality Committee

Committee Chair Krogh provided a report; the Quality Committee met on September 24th. Michelle Sand, Director of Obstetric Services presented information on the department’s performance improvement project to get moms up and moving after c-section to help improve recovery. Other topics of discussion

included Patient Reported Outcomes Measure, CMS' FY 2025 Final Rule, Hospital and NBV Falls and Medication Error data, and Q1 & Q2 2024 Patient Experience Satisfaction Report.

OLD BUSINESS

Board of Trustees Bylaws

Discussion was held last month regarding a potential amendment to the BHS Board of Trustees bylaws. After further discussion, members recommend no amendment be made to the bylaws. Merkley will work with the City regarding criteria for appointment and better clarification on timing.

2025 AHA Rural Health Care Leadership Conference

Merkley informed members the American Hospital Association (AHA) Rural Health Care Leadership Conference will be held February 23-26, 2025, in San Antonio and encouraged them to attend if interested and schedules allow.

Upon motion by Ellsworth, second by Greiner, the meeting adjourned at 6:57 p.m. Motion carried unanimously.

Respectfully submitted,

David Meyer