



Board of Directors Meeting Minutes  
August 3, 2023, 6:30PM Lake District Hospital  
Lake Health District

**Board Attendance:** Don Liddycoat, Chairman; Jerald Steward, Secretary; John Shine, Treasurer; Jane O’Keeffe, Member; Jennifer Antle, Member

**LHD Managers in Attendance:** Charlie Tveit, CEO; Lisa Paquet, Clinics Director; Shawn Cosby, Compliance; Tory Coe, DON; Tyson Lane, EMS Director; Amron Lym, Rehab Director; Kim McFall, Cardiopulmonary; Mickie Gocken, DNS; Quentin Wilson, Supply Chain; Judy Clake, Public Health Director; Tara Geil, Dietician; Karen McClain, Clinic Supervisor.

**Others in Attendance:** See attached sign in sheet.

Don Liddycoat, Chairman, called the meeting to order in open session at 6:30 pm and led the Pledge of Allegiance. Don then stated public comment would be postponed until after the financial report.

**Consent Agenda Item Approval:**

John Shine made the motion to approve the consent agenda items (which included the July 6, 2023, meeting minutes and the September 2023 check signing calendar). Jerald Steward seconded the motion. The motion was presented, and Don Liddycoat, Jerald Steward, John Shine, Jane O’Keeffe, and Jennifer Antle voted to pass the motion unanimously.

*Calendar for Check Signing:*

September 6, 2023	Jen Antle
September 13, 2023	John Shine
September 20, 2023	Jane O’Keeffe
September 27, 2023	Jerald Steward

**Financial Reports:**

*June 2023 LHD Financial Report*

Prahaan Cumarasamy, CFO, introduced himself and explained his financial plan for LHD. Prahaan provided the financial report, noting that net revenue for the month of June was \$4,161,618, expenses were \$3,654,000 (including \$843K of non-operating costs), with a loss of \$336K for the month and a loss of \$2,912,000 for the year. Prahaan noted that the average hospital takes 35-40 days to bill and collect, and LHD is averaging 98 days as of now. We currently have 16 days cash on hand. Prahaan explained that in his 90-day plan he is committed to taking billing and collection time to 40 days and bring the cash on hand to at least 60. He noted the number one goal is to keep the hospital open to the community.

**Goose Lakes Medical Services:**

Charlie Tveit, CEO, presented the financial report for Goose Lake Medical Services, noting that Gross Revenue in Long Term Care was \$189,407 and gross revenue for Assisted Living was \$31,856. Net revenue for the month was \$205,066, expenses were \$400,347, causing a deficit in June of \$195,358. YTD deficit is



\$1,671,802. Lake Health Medical Supply had a net revenue of \$45,647 in June with expenses of \$34,638, resulting in a net profit of \$11,009 for the month, and YTD was positive by \$126,356.

**Medical Staff Report:**

Scott Graham, DO, Chief of Staff, was unable to attend, therefore, no report.

**Nursing Report:**

Tory Coe, RN, DNS, reported the nursing department got through last week's internet outages well. They are working to keep contract labor to a minimum, and currently have 12 full-time RN openings. Tory noted patient satisfaction scores are up, and they continue to ensure patient care is the number one priority. Tory also noted classes for the current CNA students will come to an end next week, with licensing exams later in the month. Also, there are three first year RN students who will be eligible to become LPN's after completing year one, and there are three second year RN students as well.

Quentin Wilson, Supply Chain, DME & EVS Director, reported his departments got through the internet outages with no major issues.

Tyson Lane, EMS Director, reported they received 56 calls this last month with 7 transfers. Tyson noted they are currently down two staff members.

Mickie Gocken, LVG DNS, reported things are going well at The Gardens with the planned closing and the internet outages minimally affected them.

**CEO Report:**

Charlie Tveit, CEO, reported we are continuing to work through the process of closing Lakeview Gardens. Last week's internet outages created some difficulties with transferring residents; however, The Gardens may be closing sooner than September 13<sup>th</sup> with transfers happening faster than originally expected. Last week's internet outages brought to light several challenges to the acute unit, including over a third of our nursing staff have not charted on paper, and the outages brought a reminder that living in a rural community means we need to be more self-reliant, as the State resources were minimal for the issues we faced. The Health District acquired a StarLink commercial setup during the outages, so we are now equipped with a backup system in the event of future outages. Also noting, we currently do not have a solution for outages involving our phone systems. Charlie noted Cerner software provided a 5G network and we are working to get it up and running with anti-virus protection.

Home Health & Hospice updates: Charlie reported we are working on a new process with similar care to allow home visits through our Rural Health Clinic. John Shine reported the board was contacted by the Collins McDonald Trust Fund and they have given their generous commitment to supporting the new HH&H initiative for the next two years.

**Public Comment:**

Several community members voiced their thoughts and concerns in regard to board responsibilities, processes, policies and procedures, revenue cycle issues, and issues related to closing Lakeview Gardens.



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**Adjournment:**

At 7:44 PM, Don Liddycoat called for executive session and open session was adjourned. At 7:54PM executive session began. At 8:47PM the meeting reopened into open session. Jennifer Antle made a motion to reduce the wage of the CEO by 10% until the cash days on hand has increased to 45 days and profitability for 45 days. Jane O’Keeffe seconded the motion. The motion was presented, and Don Liddycoat, John Shine, Jerald Steward, Jane O’Keeffe, and Jennifer Antle voted to pass the motion unanimously. The meeting was adjourned at 8:48PM.

Respectfully submitted,

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Jerald Steward, Secretary

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