



**CGH Board of Directors
Planning Committee
9 July 2020**

Call to Order and Attendees

A meeting of the Planning Committee was called to order by Dr. Marcia Jones at 1802 on 9 July 2020. Present were Dana McCoy, Tim Zollinger, Bob Hewes, John Larson, Roger Wait, Dr. Marcia Jones, Mary Ellen Wilkinson, Nancy Rasmussen, Dr. Jeff LeMay and DeAnne White. Absent were Don Stindt, Heather Sotelo, Dacia Dennis, and Carolyn Spencer. Seven CGH staff members were present.

Approval of Previous Minutes

The minutes of the 12 March 2020 meeting were approved as written. A motion was made to accept the minutes as presented.

OLD BUSINESS

Strategic Plan Updates

Dr. Steinke gave an update on the last 3-4 months of operation at CGH during the first months of COVID-19.

The first case of COVID-19 dramatically changed the protocol at CGH. Safety for our patients and employees was the first priority. CGH scaled down operations which meant closing outlying clinics, having people work from home, and even laying off employees. Our volumes dropped dramatically. In our supply chain management, we looked at pinch points, different supply sources and utilization of the supplies that we had in stock. We managed to come through the early stages very well.

In Whiteside County, we have had 211 test positive with 15 deaths. Five of the deaths were at CGH with the last being Sunday. CGH went from expecting a surge and planning for a surge with bubble "COVID" areas in the ED, CCU and 2E. The virus changed the way we triaged our patients. We set up a triage area at Ready Care to help manage the virus. The CDC recommended hospitals to stop operating procedures and at the time we also shut down several of our outlying clinics. CGH was closed approximately 6 weeks and on May 3rd we started reopening. On May 11th we opened the operating room which required in-house testing for our patients. Once cases were infrequent, we started taking down the bubble areas.

In late June, Dr. Steinke communicated to employees that we had not had an admission in 3 weeks and no positives cases in a couple of weeks. After this communication was relayed, we had 3 admissions that weekend. We continue to have a steady number of positive cases ranging from 2-6 a day. Admissions have remained low, but the 18-29 age range are the patients that we are now seeing with COVID. The biggest issues is complacency. COVID-19 is still in our community and we continue to keep our protocols in place. We have brought back some of our volunteers and have allowed some visitors. Everyone is still being screened at the door and every employee gets screened in their areas.

Dr. Steinke discussed the supply chain early on. CGH critical items were N95 masks. Normally CGH may go through 10-15 a day pre-COVID but we were going through 200-225 a day during COVID. We had about 6-8 days' supply of masks on hand. We changed our process for several critical items. Protocols were changed so that nurses would be gowned up all day and did not exchange PPE. Instead of 225 N95 masks a day we used 20 a day. We were troubleshooting supply items that would become in short supply such as isolation gowns, nasal swabs and rapid testing supplies. We did receive some of

the rapid testing supplies, but they were hard to get as we were not the only hospital looking for these supplies. We are in a good place with PPE supplies and we are preparing for a second wave.

The COVID-19 Task Force has been keeping the Medical Staff updated and keeping up with the current issues. Dr. Bird is making sure everyone is being updated. Dr. Jones said it was a tremendous display of teamwork throughout the hospital.

All CGH employees have been back to work as of June 1st. At one time there were approximately 225 employees that were laid off. It was hard to get employees to come back to work as they were making more money on unemployment. At the time of lay off we were not aware of the provision of unemployment, but we did help employees with interest free loans for one year, benefits/retirements continue, and we did as much as we could to keep families functioning.

A question was asked about the feelings of returning to school. Dr. Steinke has been in communication with Unit 5, but the School District gets orders from the State Board of Education. At this point, we are unsure if school will resume normally in the fall or have alternate plans.

Impact to Strategic Plan:

The larger projects that we have talked about are either cancelled or delayed.

- We continued with the Walnut Clinic update. It was decided to do this project internally and it was completed at a very reasonable cost and time limit. An Open House will be held when it is felt that we can do so safely.
- Behavioral Health project has continued on 2S. This project includes both inside 2E as well as the removal of the old helipad and the outside façade of the building. The façade work started today, and the Helipad has been removed and decommissioned. The roof will be replaced as well.
- We are in the final stages of hiring a Nurse Practitioner for the Behavioral Health Unit and we are working on a Psychiatrist Agreement.

Delayed Projects:

- The Board approved the project for the build out of the 3rd floor of the clinic. This project has been pushed off until next fiscal year and will be done inhouse.
- The retail pharmacy which is largely the 340B program has been delayed or pushed.
- The moving to Epic (Electronic Health Records) project has been delayed, if not canceled, and we are working through this.
- The Summer Scholar Program has been put on hold as we did not want to use our PPE for this program.

CGH has had a 16-17 million dollars loss thus far. We did received money from the Cares Act, but this did not make us whole.

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| | <p>Sinnissippi moved to video conferencing. Telehealth visits are up and running at CGH and this will continue. Dr. Jones is using Telehealth with her patients and some of them love it. She would like to incorporate Telehealth in her practice long term. The first week of Telehealth (March 23) we had 14 visits and by May 11th we were averaging 600 visits a week. We are now doing 50-100 visits per week.</p> |
| Recruitment Update | <p>We have limited the number of recruitment visits. We did have a couple of Oncology candidates, but we have not made any offers.</p> <p>We have hired 5 CRNA which will bring up back up to a fully staff department. All but one has started.</p> <p>We hired a Behavioral Health Nurse Practitioner, Lorri Mostad and her first day will be September 1, 2020.</p> <p>Jaziel Chavira started in the GI department. He was a CGH employee that is in the training program and will begin to see patients in the next month.</p> <p>Teresa Stout resigned and her last day will be July 31st. We will not be replacing Teresa.</p> |
| Marketing Update | <p>Marketing has been handling PR and crisis communications for COVID since March 15th.</p> <p>Facebook Live has taken off with Dr. Bird. Sandy Westbo and Dr. Bird introduced the FB Live segments the first few weeks of COVID, and we have had 17 FB live sessions as of yesterday, with different medical staff guests.</p> <p>The “Likes”/“Friends” have increased from 5,535 to 7,170 during this time. Social media has become a great way to communicate with the public about health issues, and offerings at the hospital.</p> <p>Dr. Steinke has also sent out emails to employees and has done many staff videos. We have also thanked our community for their support during this time. FB live has been having guest speakers and this is being scheduled around the guest physician. We had an all-time high of 292 live viewers during one segment, and had 12,383 views on YouTube in the last 90 days. Billboards have covered ED, COVID-19, and Telehealth visits, and we are currently doing commercials thanking our community, nursing, medical staff and the CGH team in general. The Foundation usually has a doctor speak in the Growing Healthier series every month, but since we have been unable to do this series during the pandemic, we are going to have the program during a FB Live session. Dr. Cundiff will be our first guest speaker in July on FB live for the Growing Healthier Series.</p> |
| Facilities Update | <p>The hospital pharmacy project has been completed including all of the infrastructure work, and the project will be submitted to IDPH for inspection for occupancy.</p> <p>We are in the process of revisiting the design of the Sterile Processing Department project. We will continue with the due diligence of designing the project and determining the cost to decide what next steps will be moving forward.</p> |

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| Next Meeting Date | The next meeting date will be 12 November 2020 at 1800. |
| Adjournment | There being no further business, the meeting was adjourned at 1840. |

Beth Lancaster
Recording Secretary

John VanOsdol
Chairman