



Board of Trustees Meeting Minutes

Wednesday, September 17, 2025, 7:30 a.m.

HCHC Board Room

MISSION: *To enhance the health of individuals and communities through high quality, effective and efficient services*

VISION: *To be the healthcare provider and employer of choice*

VALUES: *Quality, Service, Teamwork, Accountability, Respect and Trust*

TRUSTEE Attendees:

☒ Joel Prottzman
☒ Braden Blake
☒ Rebecca Bender

☐ Michael Welcher
☒ Karla Maher
☒ Mary Leichty

☐ Charlie Yoder

Staff Attendees:

☒ Teresa Colgan
☒ Tara Pope
☒ Renee Gillis

☒ Brandy Williams-Lowe
☒ Dr. Michael McCoy

☒ C. Cotton
☐ Heather Kleemeyer

Invited Guest: Brian Sinclair

The Trustees of Henry County Health Center met for their regular meeting on September 17, 2025, in the HCHC Board Room. The meeting was called to order at 7:30am by Joel Prottzman.

I. CONSENT AGENDA

The Consent Agenda items included minutes from previous meetings. Cotton provided an administrative report. Pope provided a Park Place report. Board members' questions were answered. It was moved by Blake to approve the consent agenda and seconded by Maher. The motion carried unanimously.

II. OLD BUSINESS

A. Facilities Update

Sinclair provided an update on facilities, highlighting renovations at Park Place, ongoing flooring and landscaping projects, the addition of a new office for Nutrition Services, progress on the camera and universal badge initiatives, as well as various other improvements. Board members' questions were answered.

B. Financial & Capital Update

B. Williams-Lowe provided a financial & capital report for FY26. Board members' questions were answered.

III. HOSPITAL INSPECTION:

Blake conducted a comprehensive tour and inspection of the health center, reviewing key areas such as the facilities, supply chain operations, and Environmental Services (EVS). He expressed approval for the efficiency of the 2-bin system implemented in the supply chain, along with notable practices observed in several other departments.

* = vote required

♦ = Discussion

□ = Information

IV. **NEW BUSINESS**

A. Annual Review of Service Fees

Williams-Lowe reviewed the annual service fees. Board members' questions were answered.

V. **EXECUTIVE CONFERENCE**

Prottzman requested the Board to move into Closed Session pursuant to Iowa Code Chapter 21.5 1(l). At 7:58am it was moved by Bender, with a second by Blake, to enter Closed Session. The motion carried unanimously. At 8:20am it was moved by Maher with a second by Bender to come out of closed session.

VI. **ADJOURNMENT**

There being no further business, it was moved by Blake and seconded by Maher to adjourn the meeting. The motion carried unanimously. The meeting adjourned at 8:23am.

The next regular meeting will be held on **Wednesday, October 15, 2025**, in the Board Room.

Chair

Secretary