



**Board of Trustees  
Minutes  
August 31, 2022**

The August 2022 meeting of the Board of Trustees of Kearney County Health Services met in the Functional Health Room of Kearney County Health Services, 727 East First Street, Minden, Nebraska on Wednesday, August 31, 2022. Notice of the meeting was posted at Kearney County Health Services, Hospital, Minden Medical Clinic, Minden Post Office, Minden Exchange Bank and [www.kchs.org](http://www.kchs.org) under Board of Trustees. A Board Packet with an agenda of the meeting, minutes, and other pertinent information was emailed to each Board member prior to the meeting.

**I. Call to Order and Roll Call**

Chairman McBride called the meeting to order at 12:10 PM and called attention to the public meeting laws that are posted in the meeting room.

Present:

**Board Members**

AJ Dahlgren  
Jeff Hanson  
Dick McBride, Chairman  
Stephen Olson, Secretary  
Sam Stadler

**County Board of Supervisors**

Brent Stuart

**Others**

Cindy Ramsey – Minden Courier  
Randy Hoffman – Lead Auditor, Eide Bailly  
Marc Regenos – Turner and Associates  
Bryan Wickham – Turner and Associates

**KCHS Medical Staff**

Dr. Andy Craig, MD

**KCHS Staff**

Luke Poore, CEO  
Gavin Blum, CFO  
Kendra Brown, CNO  
Rebecca Cooke, COO  
Kylee Eckhardt, Director of Surgery  
Mary Bunger, Patient Care Coordinator  
Janell Shelton, Director of Primary Care  
Mark Klabunde, Director of Pharmacy  
Kathy Middleswart, Director of Quality Assurance  
Connie Jorgensen, Administrative Assistant

**II. Public Comments/Communication**

Luke Poore, CEO acknowledged a thank you note from the Minden Police Department for supporting Child Safety and Drug Education, Axtell Booster Club for Business Booster Membership, University of Nebraska Foundation for donating to the Kearney Health Opportunities Program (KHOP) and the Martinez family for the nursing care provided in the hospital.

**III. Approval of Minutes**

**Action Taken:** A motion was made by Stephen Olson to approve the meeting minutes of the Regular Meeting of August 3, 2022.

Motion carried.

**IV. Old Business**

None

**V. New Business**

1. June 30, 2022 FYE Audit Review

Before going over the audit review Randy Hoffman, CPA, Lead Auditor, Eide Bailly LLP explained that the financial statements of KCHS as of and for the year ended June 30, 2021, were audited by Seim Johnson, LLP, who joined Eide Bailly LLP on July 25, 2022. Mr. Hoffman also complimented Gavin and staff with the smooth audit.

Highlights of the Audit included:

- Days of Cash on Hand increased to 372 from 352 in 2021
- Third Party Settlement payable of \$478K
- Increase in Net Patient Revenue of \$2.2M
- Increase in Operating Expenses of \$1.5M
- Operating Income of \$2.2 M compared to \$1.1M in 2021
- Decrease in Non-Capital Grants and Contributions of \$3.9M
  
- Prior year included:
  - \$1.0M in Payroll Protection Program
  - \$2.9M in Provider Relief Stimulus Payments
  
- Increase in Net Position of \$2.5M vs \$5.5M in 2021
- Total margin was +14.4% in 2022 Fiscal Year compared to +29.7% in 2021 Fiscal Year

Statement of Net Position

- 2017 FY Capital Assets of \$16.7 Million has grown to \$28.5 Million in FY 2022
- 2017 FY Total Net Position of \$14.5 Million compared to \$24.1 Million in FY 2022

With no questions or concerns with the audit report, Randy Hoffman left the meeting at 12:55 pm.

**Action Taken:** A motion was made by Stephen Olson to approve the Audit Review as presented by Mr. Hoffman. The motion was seconded. Voting aye: Hanson, McBride, Olson, Stadler, and Dahlgren.  
Motion carried.

2. Acute Care Patient Vital Sign Monitors

Kendra Brown, CNO requested the purchase of eight (8) patient vital sign Mindray monitors that will include: Touch Screen Display, SET SpO2, Non-Invasive Blood Pressure and Pulse Rate, Hardwire communication, Recorder and Accessories. Kendra also mentioned that the monitors could integrate with our EMR (Cerner) but we will not integrate at this time. Dr. Andy Craig asked about telemetry which will be available in every room. The monitors will mainly do vitals. Purchase price is \$36,801.00. Discussion ensued.

**Action Taken:** Jeff Hanson made a motion to approve the purchase. The motion was seconded. Voting aye: Stadler, Dahlgren, Hanson, McBride and Olson.  
Motion carried.

3. Approval of Operating Room Light

Kylee Eckhardt, Director of Surgery, updated the group on the need of new an overhead lighting system in the surgery suite. The existing lights are old enough that replacement parts are not available. Problems have occurred where the light may not come back if turned off for the next procedure. The cost of the Skytron Aurora 4 Surgery Light includes removal and install as well as transport to a predetermined location within the same facility. Cost of the system is \$27,965.63 total.

**Action Taken:** A motion was made by Sam Stadler to approve the purchase of the OR Light. The motion was seconded. Voting aye: Dahlgren, McBride, Olson, Hanson, and Stadler.  
Motion Carried.

4. Approval of Dell Technologies Server Storage.

Marc Regenos, IT and Bryan Wickham, IT with Turner Technology explained the need of the new IT equipment. Instead of guessing how much more storage was needed to handle the new programs like Cerner, Pyxis, and Legacy, and Security Cameras, Dell was asked to do an analysis of how much storage was needed. A quote from Dell came in at \$34,452.47 total.

**Action Taken:** A motion was made by Stephen Olson to approve the purchase of the Server Storage. The motion was seconded. Voting aye: McBride, Hanson, Olson, Stadler, and Dahlgren.  
Motion carried.

5. **Chargemaster Increase Proposal**

Gavin Blum, CFO, explained that a Chargemaster Review is the review of standard list prices for hospital services compared to other area hospitals. We had our last review 2 years ago by Lutz and Company and made some adjustments, but between then and now we can see the need for a 3% increase across the board along with adjustments in a few targeted areas where necessary. Next summer we will have Rural Med do the Chargemaster Review as approved by the Board at the July Meeting.

**Action Taken:** A motion was made by Stephen Olson to approve the Chargemaster Increase of 3%. The motion was seconded. Voting aye: Hanson, McBride, Olson, Stadler, and Dahlgren.  
Motion carried.

## VI. Reports

1. **Kearney County Medical Fund**

Luke reported that the Fund members, Administrative Staff, and Medical Staff will be serving Harvest Lunches to the Minden, Hildreth, Keene Elevators in September, October and participating in the 2022 Day of Giving in November.

2. **Medical Staff Report** *\*\*Agenda item out of printed order due to time\*\**

Dr. Andy Craig representing the Medical Staff reported that everyone enjoyed having Dr. Liesmeyer here for her rotation and excited about her future with KCHS. Dr. Craig thanked the Board and County for their support.

3. **Financial /Statistical Report and Update**

a. Statistical / Financial Report for July 2022 as reported by Gavin Blum, CFO.

BALANCE SHEET	JULY	JUNE
Total Current Assets	16,572,185	16,317,710
Net Capital Assets	12,088,063	12,198,478
Total Assets	28,660,248	28,516,188
Total Current Liabilities	1,472,179	2,137,743
Net Assets	24,343,083	23,512,831
Net Assets and Liabilities	28,660,248	28,516,188

PROFIT and LOSS STATEMENT	JULY 22	BUDGET	YTD	COMMENTS
Net Operating Revenue	1,396,699	1,437,419	1,396,699	
Total Operating Expenses	1,238,557	1,305,920	1,238,557	5% Below Budget
Income (Loss) from Operations	158,142	131,500	158,142	Over budget
Net Earnings (Loss)	170,252	181,699	170,252	\$11,000 Under budget
FINANCIAL INDICATORS	JULY 22		JUNE 22	
Days of Cash on Hand	373		339	
Days in Patient Accounts Receivables	56		48	
Accounts Payable Register	\$1,022,683.50			Net Change due to Paylocity practice



When reviewing the Check Register Report Jeff Hanson questioned where our new payroll service (Paylocity) is listed. Gavin Blum, CFO reported it was part of the Gross Payments and is \$1,800/month and a startup cost of \$5,000. Gavin stated the program started in July and is based on number of employees.

STATISTICAL SUMMARY	JULY 22	STAT
IP Days	23	Most since February 2022
SB Admissions	9	Most since February 2022
Observation Days	13	Most since October 2021
CT Scans	123	3 <sup>rd</sup> Most Ever
OP Procedures	47	Most Ever
ER Visits	112	2 <sup>nd</sup> Most Ever
Specialty Clinic Visits	144	
Clinic Visits	613	
PROVIDER	STAT	
Doug Althouse, MD	Most SB Admissions since January 2021 (5)	
Jon Becker, PA	Tied for most ER Visits since September 2020 (38)	
Andy Craig, MD	Most SB Admissions since February 2022 (3)	
Renee Grams, APRN	Most ER Visits since March 2021 (9)	

Bad Debt Reports & Averages				
July 2022	JUNE 2022	FY Average 2022	FY Average 2021	FY Average 2020
\$96,043.22	\$25,727.61	\$36,040	\$43,982	\$40,840

Gavin noted that the July Bad Debt was higher than usual due to cleaning up some accounts at end of the FY. KCHS is seeing a reduction in patients requesting Charity Care applications. Thoughts are to go to more of a computer-based application where information would be entered instead of face to face questioning.

With no questions from the Board members Gavin Blum, CFO concluded the Reports.

**Action Taken:** A motion was made by Jeff Hanson to approve the Financial, Statistical, and Bad Debt Reports. The motion was seconded. Voting aye: Olson, McBride, Hanson, Stadler, and Dahlgren. Motion carried.

#### 4. Ancillary Services Report

Rebecca Cooke, COO reviewed the Operations Report for July 2022 beginning with the revenue/expense overview as presented in the operations handout for Physical Rehabilitation and Senior Life Solutions. Rebecca Cooke spoke specifically on Shelly Hansen (SLS Program Director) and the Senior Life Solutions Team, and the excellent job they have done in the last couple months with community education, and referrals.

Rebecca Cooke touched on Marketing Statistics provided in the handouts, briefly touching on trends and traffic as stated in her report.

Lastly, Rebecca Cooke touched on Human Resources reflecting both new-hires, separations of employment, and positions KCHS is actively recruiting for, along with turnover data.

#### Hires

Position	Department	Status
Housekeeper	Environmental Services	Full Time
RN (Night)	Acute	Full Time
Patient Care Tech	Specialty clinic	Full Time
Sonographer	Radiology	PRN

#### Separations

Position	Department	Status
Safety Director	Administration	Full Time

#### Recruiting

Position	Department	Status
RN or LPN	Acute ( <i>Night</i> )	Full time
Patient Care Technician	Acute	Full or Part Time

#### Turnover Rates

Overall	YTD	Prior YTD 2021
1.7%	9.9%	9.5%

#### Employment Numbers

Total Employees	Month	Full Time	Part Time/PRN	% FTE
115	July 22	85	30	91.55

Incident Reports for June were reviewed.

#### 5. CEO Report

##### a. Outpatient Services Updates

Cardiology – Outreach coverage for clinics in Minden is going better than last month with (3) Cardiologists and (1) Specialty APRN in Cardiology planned going forward. Appointment availability for new patients is much better in terms of timelines.

Urology – Recruitment remains ongoing with inReach.

##### b. Medical Staff Recruitment

UNMC Family Medicine Resident Dr. Shelby Liesemeyer, MD finished her rotation August 30<sup>th</sup>. There will be no resident on site for the months of September and October. Allison Bird, MD will begin a 2-month rotation on November 1, 2022 through December 31, 2022.

Looking forward and planning for retirement in the next 12 months, we will begin recruitment efforts for an Emergency Room PA/APRN (Jon Becker is looking at retirement or cutting down to one day August 2023).

##### c. Cerner “Community Works” Program

We are in consistent communication with Cerner moving towards conversion in December. Integration Testing Phase 1 will be September 19, 2022. This will be the most productive for our staff leading up to the conversion in December. Our staff is doing remarkable in keeping Cerner on point, and Luke Poore stated he would have a report for board on the Integration Testing 1 event next meeting.

Jeff Hanson questioned when the data transfer will occur. Kendra Brown, CNO, explained that due to difference in computer language between the state, other clinics, and hospitals, the transfer of patient information will occur when patients present for services, as that information will need to be reconciled no matter the route of data transmission.

#### VII. Other Business

None

#### VIII. Executive Session

**Action Taken:** At 1:10 PM a motion was made by Stephen Olson to go into Executive Session for Credentials, Charity Care and Personnel issues. The motion was seconded. Voting aye: Hanson, Dahlgren, Stadler, McBride, and Olson. Motion carried.

Other staff left the meeting except Luke Poore, Gavin Blum, Janell Shelton, and Rebecca Cooke. Janell Shelton left the meeting at 1:20 PM.

**Action Taken:** A motion was made by Stephen Olson to come out of Executive Session at 2:05 PM. The motion was seconded. Voting aye: Stadler, Dahlgren, Olson, Hanson, and McBride. Motion carried.

**Action Taken:** A motion was made by Stephen Olson to approve the applications listed below to the KCHS Medical Staff as presented by Janell Shelton, Clinic Office Manager. Voting aye: Dahlgren, Hanson, McBride, Olson, and Stadler. Motion carried.

Name	Title	Scope	Appointment	Reappointment	Active	Consulting	Affiliate	Locums	Courtesy	Association
Marse McCann Carpenter	DDS	Dentistry		X					X	McCann-Carpenter Dental
Aaron Benner	MD	Radiology		X		X				Kearney, GI Radiology
Jeffrey Lee	MD	Radiology		X		X				GI, Plains Radiology
Daniel Fuerst	MD	Radiology		X		X				Kearney, GI Radiology
Richard Jerde	MD	Radiology		X		X				Kearney, GI Radiology
Susan Briseno	APRN	Pain Management		X						GI Pain Relief Center
John A.E. Craig	MD	Family Practice		X	X					KCHS
Brian Toalson	MD	Pathology		X		X				Pathology Med Services
Allard Corey	DO	Pathology	X			X				Pathology Med Services
Karen Phillips	MD	Radiology	X			X				Real Radiology
Kimberly Herring	LHP	Mental Health	X				X			Senior Life Solutions
Douglas Kosmicki	MD	Cardiology	X			X				NHI-GI

#### IX. Other Comments/Communications

Date of the next monthly meeting is October 5, 2022 in the Functional Health Area beginning at noon. This meeting will be pushed back one week secondary to Cerner obligations for staff onsite.

#### X. Adjournment

With no further business the meeting adjourned at 2:09 PM.

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Dick McBride, Chairman

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Stephen Olson, Secretary